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2009 NW 67th Place, Gainesville, FL 32653-1603 • 352.955.2200

October 5, 2021

TO: Gilchrist County Transportation Disadvantaged Coordinating Board

FROM: Lynn Godfrey, AICP, Senior Planner

SUBJECT: Meeting Announcement

The Gilchrist County Transportation Disadvantaged Coordinating Board will hold a business meeting **Wednesday, October 13, 2021 at 1:30 p.m.** in the meeting room of Suwannee River Economic Council located at 1439 SW CR 307A in Trenton, Florida. The meeting will also be conducted via communications media technology in the following format:

DIAL IN NUMBER: **Toll free 1.888.585.9008**

CONFERENCE CODE: **864 183 272**

Please note that Board members may participate (and vote), via communications media technology, however, **two (2)** Board members must be present in person to establish a physical quorum to vote on agenda items that require formal action.

Per the updated Centers for Disease Control and Prevention guidelines, fully vaccinated people are not required to wear a mask or physically distance except where required by federal, state, and local laws, rules, and regulations including local business and workplace guidance. It is recommended that unvaccinated people wear a mask that covers the nose and mouth and stay six feet apart from others who do not live with you.

Attached is the meeting agenda and supporting materials. If you have any questions concerning the meeting, please do not hesitate to contact me at 1-800-226-0690 extension 110.

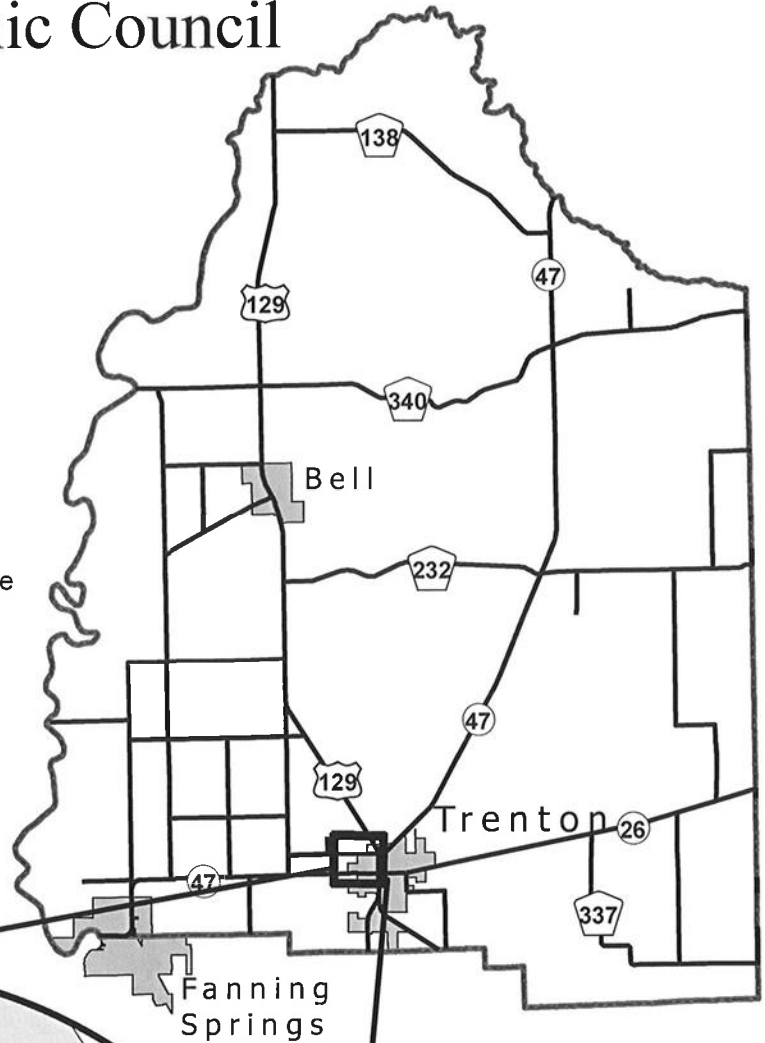
Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this public meeting is asked to advise our office at least **2 business days** before the meeting by contacting 352.955.2200 extension 110. If you are hearing or speech impaired, please contact our office using the Florida Relay Service, 1.800.955.8771 (TDD) or 1.800.955.8770 (Voice).

Attachment

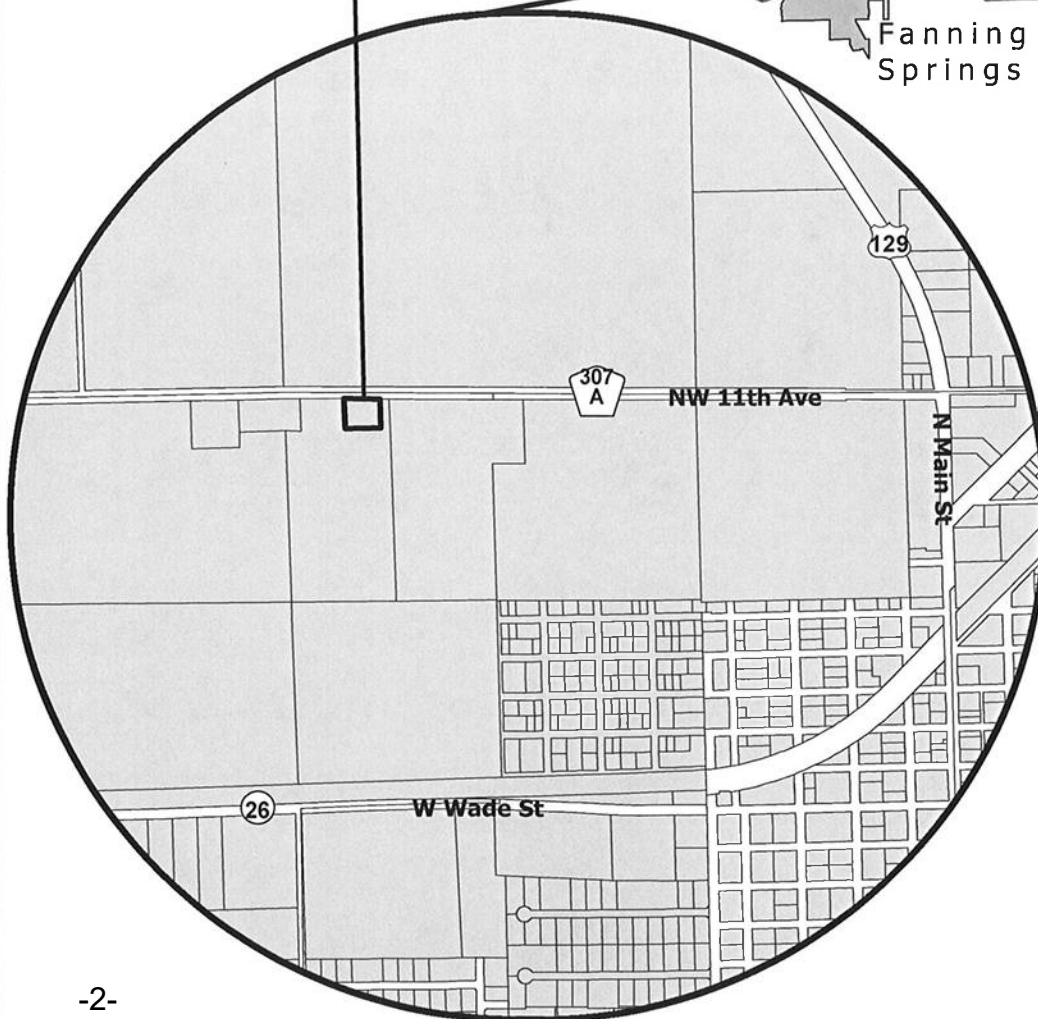
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Suwannee River Economic Council Meeting Facility 1439 SW CR 307A Trenton, Florida 32693

Directions: From the intersection of U.S. Highway 129 (also known as Main St) and SW County Road 307A (also known as NW 11th Ave) in the City of Trenton, head West onto SW County Road 307A (also known as NW 11th Ave), travel approximately 0.7 miles, and the Suwannee River Economic Council Meeting Facility will be on the left, on the South side of SW County Road 307A (also known as NW 11th Ave).



Suwannee River
Economic Council
Meeting Facility



1 inch = 1,250 feet





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**GILCHRIST COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING ANNOUNCEMENT AND AGENDA

Meeting Room
Suwannee River Economic Council, Inc.
Client/Senior Service Center
1439 SW CR 307A
Trenton, Florida
Dial in Number: Toll free 1.888.585.9008
Conference Code: 864 183 272

Wednesday
October 13, 2021
1:30 p.m.

I. BUSINESS MEETING – CALL TO ORDER

- A. Invocation**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Approval of the Meeting Agenda** **ACTION REQUIRED**
- E. Approval of the July 14, 2021 Minutes** **Page 7** **ACTION REQUIRED**

II. NEW BUSINESS

- A. 2020/21 Annual Performance Evaluation** **Page 11** **ACTION REQUIRED**
The Board needs to approve Suwannee River Economic Council, Inc.'s 2020/21 annual performance evaluation
- B. 2020/21 Annual Operating Report** **Page 45** **NO ACTION REQUIRED**
The Board needs to review the 2020/21 Gilchrist County Annual Operating Report
- C. Suwannee River Economic Council, Inc. Operations Reports** **Page 55** **NO ACTION REQUIRED**

III. OTHER BUSINESS

Comments

IV. FUTURE MEETING DATES

- A. January 12, 2022 at 1:30 p.m.**
- B. April 13, 2022 at 1:30 p.m.**
- C. July 13, 2022 at 1:30 p.m.**
- D. October 12, 2022 at 1:30 p.m.**

* Please note that this is a tentative meeting schedule, all dates and times are subject to change.

If you have any questions concerning the meeting agenda, please do not hesitate to contact me at 1-800-226-0690, extension 110.

**GILCHRIST COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEMBER/REPRESENTING	ALTERNATE/REPRESENTING
Commissioner Marion Poitevint Local Elected Official/Chair	Not Applicable
Christina Nalsen Florida Department of Transportation Grievance Committee Member	Lauren Adams Florida Department of Transportation
John Wisker Florida Department of Children and Families	Amy Burton Florida Department of Children and Families
Jeff Aboumrad Florida Department of Education	Florida Department of Education
Pastor Ralph Williams Florida Department of Elder Affairs	Vacant Florida Department of Elder Affairs
Reeda Harris Florida Agency for Health Care Administration	Pamela Hagley Florida Agency for Health Care Administration
Sheryl Dick-Stanford Florida Agency for Persons with Disabilities	Sylvia Bamburg Florida Agency for Persons with Disabilities
Selvin Cray Regional Workforce Board Grievance Committee Member	Vacant Regional Workforce Board
Vacant Florida Association for Community Action Term ending June 30, 2023	Vacant Florida Association for Community Action Term ending June 30, 2023
Michelle Walker-Crawford Public Education	Vacant Public Education
Vacant Veterans Term ending June 30, 2023	Vacant Veterans Term ending June 30, 2023
Vacant Citizen Advocate Term ending June 30, 2024	Vacant Citizen Advocate Term ending June 30, 2024
Vacant Citizen Advocate - User Term ending June 30, 2024	Vacant Citizen Advocate - User Term ending June 30, 2024
Leslie Esseck Persons with Disabilities Grievance Committee Member Term ending June 30, 2024	Vacant Persons with Disabilities Term ending June 30, 2024
Richard Esseck, Vice-Chair Elderly Grievance Committee Member Term ending June 30, 2023	Vacant Elderly Term ending June 30, 2023
Brittney Keeling Medical Community Term ending June 30, 2022	Krishna Stemple Medical Community Term ending June 30, 2022
Sandra Woodard Children at Risk Grievance Committee Member Term ending June 30, 2022	Brooke Ward Children at Risk Term ending June 30, 2022
Vacant Private Transit Term ending June 30, 2022	Vacant Private Transit Term ending June 30, 2022

Note: Unless specified, members and alternates serve at the pleasure of the North Central Florida Regional Planning Council.

**GILCHRIST COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

Meeting Room
Suwannee River Economic Council, Inc.
1439 SW CR 307A
Trenton, Florida
Dial in Number: Toll free 1.888.585.9008
Conference Code: 864 183 272

Wednesday
July 14, 2021
1:30 p.m.

VOTING MEMBERS PRESENT IN PERSON

Lauren Adams, Florida Department of Transportation Representative
Selvin Cray, Regional Workforce Board Representative
Leslie Esseck, Persons with Disabilities Representative
Richard Esseck, Vice-Chair, Elderly Representative
Pastor Ralph Williams, Florida Department of Elder Affairs Representative
John Wisker, Florida Department of Children and Families Representative

VOTING MEMBERS PRESENT VIA TELECOMMUNICATIONS TECHNOLOGY

Jeff Aboumrad, Florida Department of Education Representative
Sheryl Dick-Stanford, Florida Agency for Persons with Disabilities Representative
Deweese Ogden, Florida Agency for Health Care Administration Representative
Krishna Stemple representing Brittany Keeling, Medical Community Representative
Sandra Woodard, Early Childhood Services Representative

VOTING MEMBERS ABSENT

Commissioner Marion Poitevint, Chair
Michelle Walker-Crawford, Public Education Representative

OTHERS PRESENT

Reeda Harris, Florida Agency for Health Care Administration
Matthew Pearson, Suwannee River Economic Council, Inc.

STAFF PRESENT

Lynn Godfrey, North Central Florida Regional Planning Council

I. BUSINESS MEETING CALL TO ORDER

Vice-Chair Esseck called the meeting to order at 1:30 p.m.

A. Invocation

Pastor Ralph Williams gave the invocation.

B. Pledge of Allegiance

Vice-Chair Esseck led the Board in reciting the Pledge of Allegiance.

C. Introductions

Vice-Chair Esseck asked everyone to introduce themselves.

D. Approval of the Meeting Agenda

ACTION: Lauren Adams moved to approve the meeting agenda. Selvin Cray seconded; motion passed unanimously.

E. Approval of the April 14, 2021 Minutes

ACTION: Selvin Cray moved to approve the April 14, 2021 meeting minutes. Lauren Adams seconded; motion passed unanimously.

II. NEW BUSINESS

A. Suwannee River Economic Council, Inc. Fiscal Year 2021/22 Service Rates

Ms. Godfrey stated that the Board is required to annually approve Suwannee River Economic Council, Inc.'s service rates.

Mr. Matthew Pearson, Suwannee River Economic Council, Inc. discussed Suwannee River Economic Council, Inc.'s proposed service rates.

ACTION: Lauren Adams moved to approve Suwannee River Economic Council, Inc.'s Fiscal Year 2021/22 service rates. Selvin Cray seconded; motion passed unanimously.

B. Bylaws

Ms. Godfrey stated that, the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Bylaws annually. She stated that staff amended the quorum requirements as requested by the Board.

ACTION: Lauren Adams moved to approve the Bylaws as amended. Selvin Cray seconded; motion passed unanimously.

C. Grievance Procedures

Ms. Godfrey stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Grievance Procedures annually. She said staff is not recommending any changes to the Grievance Procedures.

ACTION: Selvin Cray moved to approve the Grievance Procedures. Pastor Williams seconded; motion passed unanimously.

D. Suwannee River Economic Council, Inc. Operations Reports

Mr. Pearson discussed Suwannee River Economic Council's operations reports for the January – March 2021 quarter. He said the trip numbers are still down because the mealsite is closed. He said September 1, 2021 is a tentative re-opening date depending on the demand for the re-opening.

Mr. Pearson also stated that the Florida Commission for the Transportation Disadvantaged changed the formula used to distribute the Trip & Equipment Grant funds statewide. He said Gilchrist County will receive fewer funds incrementally through this grant program in the future.

III. OTHER BUSINESS

A. Comments

Vice-Chair Esseck expressed his appreciation to Mr. Pearson and Suwannee River Economic Council, Inc. staff for the outstanding job they do.

IV. FUTURE MEETING DATES

Vice-Chair Esseck stated that the next meeting of the Board will be held Wednesday, October 13, 2021 at 1:30 p.m.

ADJOURNMENT

The meeting was adjourned at 2:05 p.m.

Coordinating Board Chair

Date



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Suwannee • Taylor • Union Counties

2009 NW 87th Place, Gainesville, FL 32653-1603 • 352.955.2200

October 5, 2021

TO: Gilchrist County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2020/21 Annual Performance Evaluation

RECOMMENDATION

Approve the Suwannee River Economic Council, Inc.'s 2020/21 annual performance evaluation.

BACKGROUND

The Board is required to annually evaluate the transportation services provided by Suwannee River Economic Council, Inc. Attached is Suwannee River Economic Council, Inc.'s draft 2020/21 annual performance evaluation. If you have any questions concerning the attached evaluation, please contact me at extension 110.

Attachment

T:\Lynn\TD2021\Gilchrist\Memos\eval.docx

COMMUNITY TRANSPORTATION COORDINATOR EVALUATION WORKBOOK

Florida Commission for the



Transportation Disadvantaged

Community Transportation Coordinator: Suwannee River Economic Council, Inc.

County: Gilchrist

Address: P.O. Box 70, Live Oak, FL 32060

Contact: Matthew Pearson, Executive Director Phone: 386-362-4115

Review period: July 1, 2020 - June 30, 2021

2020/21 Community Transportation Coordinator Annual Performance Evaluation

Approved by the
Gilchrist County
Transportation Disadvantaged Coordinating Board

2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org/mtpo
352.955.2000

Marion Poitevint, Chair

with Assistance from



North Central Florida Regional Planning Council
2009 NW 67th Place
Gainesville, FL 32653-1603
www.ncfrpc.org
352.955.2200

October 13, 2021

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Level of Coordination _____	26

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I. FINDINGS AND RECOMMENDATIONS

- A. General Information**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- B. Chapter 427, Florida Statutes**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- C. Rule 41-2, Florida Administrative Code**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- D. On Site Observation**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- E. Surveys**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- F. Cost**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- G. Level of Competition**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None
- H. Level of Coordination**
Areas of Noncompliance: None
Recommendations: None
Timeline for Compliance: None

II. ENTRANCE INTERVIEW

1. **Operating Environment:** Rural
2. **Organization Type:** Private Non-Profit
3. **Network Type:** Sole Provider
4. **Subcontracted Operators:** None
5. **Coordination Contractors:** None
6. **Transportation Alternatives:** None
7. **Purchasing Agencies:**
 - Elder Options
 - Florida Commission for the Transportation Disadvantaged
 - Medical Transportation Management, Inc.
 - ModivCare Solutions, LLC
8. **Transportation Disadvantaged Helpline Calls:**

Number of Calls	Resolved Cases	Unresolved Cases
0	0	0

III. GENERAL INFORMATION

1. **What was the designation date of the Community Transportation Coordinator?**

7/01/21

2. **What is the complaint process?**

Suwannee River Economic Council, Inc.'s complaint process is attached.

3. **Does the community transportation coordinator have a complaint form?**

Yes (attached)

4. **Does the form have a section for resolution of the complaint?**

Yes

5. **Is a summary of complaints given to the Transportation Disadvantaged Board on a regular basis?**

Yes

6. **When is the dissatisfied party referred to the Florida Commission for the Transportation Disadvantaged Helpline?**

If the Transportation Director is unable to resolve a complaint, the complainant will be referred to the Transportation Disadvantaged Helpline.

7. **When a complaint is forwarded from the Transportation Disadvantaged Helpline, is the complaint entered into the local complaint file/process?**

Yes

8. **Does the Community Transportation Coordinator provide written rider/beneficiary information or brochures to inform riders/beneficiaries about transportation disadvantaged services?**

Yes (attached)

9. **Does the rider/ beneficiary information or brochure list the Transportation Disadvantaged Helpline phone number?**

Yes

10. **Does the rider/ beneficiary information or brochure list the complaint procedure?**

Yes

11. **What is the eligibility process for Transportation Disadvantaged sponsored riders?**

Individuals needing transportation assistance from Florida's Transportation Disadvantaged Program must complete an eligibility application (attached).

12. **Does public information state that accessible formats are available upon request?**

Yes

13. **Is public information available in accessible formats upon request?**

Yes

14. **What arrangements are in place to have accessible materials produced upon request?**

- Informational materials are available in large print upon request.
- The Florida Relay (7-1-1) service is available to residents in the State of Florida who are deaf, hard of hearing, deaf/blind or speech disabled that connects them to standard (voice) telephone users.

15. **Is the Florida Relay System phone number provided in informational materials?**

Yes

16. **Does the Community Transportation Coordinator have a contract or agreement with the Regional Workforce Board?**

No

17. **What innovative ideas have been implemented in the coordinated transportation system?**

Suwannee River Economic Council, Inc. has previously been awarded Mobility Enhancement Grant funds to provide transportation for shopping trips.

18. **Are there any areas where coordination can be improved?**

Transportation services purchased with local, state or federal funds should be purchased through Florida's Coordinated Transportation System. Currently, Florida's Managed Medical Care Program provides transportation services to its clients outside of Florida's Coordinated Transportation System.

19. **What barriers are there to the coordinated system?**

Ability to purchase transportation outside of Florida's Coordinated Transportation System.

20. **Are there any areas that the Community Transportation Coordinator feels the Florida Commission for the Transportation Disadvantaged should be aware of or assist with?**

No

21. **What funding agencies does the Florida Commission for the Transportation Disadvantaged need to work closely with in order to facilitate a better coordinated transportation system?**

Florida Agency for Health Care Administration and CareerSource Florida.

22. **How is the Community Transportation Coordinator marketing the voluntary dollar?**

No marketing system in place.

Complaint Process

All complaints received either written or verbal should be forwarded to the Director of Transportation. This includes complaints that have already been resolved by the dispatcher or driver.

Complaint form (attached) will be completed and resolution of complaint documented.

Complaints are files and kept to ensure proper tracking of complaints.

Complaints will be sent quarterly by County to the NCFPRC for reporting to the Local Coordinating Boards. Complaint totals will be submitted in the Annual Operating Report.

If resolution of complaint cannot be made by the Director of Transportation, the TD Helpline information should be shared with the rider.

SREC Transportation Complaint Form

Client Name: _____

Date: _____

Description of Incident:

Complaint Resolution:

Staff Signature: _____

Director of Transportation Signature: _____

Florida State Map
67 Counties



Gilchrist County Brochure
Revised 09/17/20

Accessible formats are available upon request

**Gilchrist County – Programs, Services, Eligibility
Housing Programs**

Weatherization Programs

- Minor home repairs to reduce infiltration of air and energy consumption.
Eligibility: Income guidelines; 200% of U.S. poverty guidelines based on family size; owner, renter, site built or mobile home eligible.

State Housing Initiatives Partnership Program (SHIP)

- Emergency repairs, down payment and closing cost assistance for Homeownership.
Eligibility: Income guidelines and lending qualifications.

Transportation

- Public Transportation
Transport elderly and disadvantaged to the doctor, medical facilities, meal sites, drug stores and shopping.
Eligibility: Income guidelines, Medicaid, disabled.
For reservations, scheduling, complaints/commendations and/or questions call (844) 496-0624.
For Program information or complaints/commendations call TD Help-line at (800) 983-2435.
- Medicaid Broker Service
Transport Medicaid eligible clients to the doctor, medical facilities, meals sites and shopping.
Eligibility: Income guidelines, Medicaid Eligible
Any complaints not resolved can be forwarded to the Director of Transportation at (386) 362-4115, ext. 241.



We Do Business In Accordance With the
Federal Fair Housing Law
(The Fair Housing Amendments Act of 1988)

It is illegal to discriminate against any person because of race, color, religion, sex, handicap, familial status, or national origin.

Suwannee River Economic Council, Inc.

Established
1966



Serving
Bradford, Columbia, Dixie,
Gilchrist, Hamilton, Lafayette, Levy, Madison,
Putnam, Suwannee, Taylor and Union Counties

Administrative Office
Post Office Box 70
1171 Nobles Ferry Road, Bldg #2
Live Oak, Florida 32064
(386) 362-4115 Voice/TDD
mattpearson@suwanneecouncil.net

Affirmative Action,
Fair Housing Agency

SREC's Vision
Our customers embrace the challenge to rise above the perils of poverty, and discover within themselves the courage and strength to succeed.

Suwannee River Economic Council's mission is to embrace a community full of potential; and to educate and motivate present and future generations to discover and realize the dream of a comfortable and productive lifestyle.

Visit our website
www.srecinc.org

**Gilchrist County – Programs, Services, Eligibility
Aging Programs**

Alzheimer's Disease Initiative (ADI)

- Respite/Case Management, Specialized Medical Equipment, Services and Supplies
Eligibility: Diagnosis as possible Alzheimer's or memory disorder.

Community Care for the Elderly (CCE)

- Case Management, Companion, Emergency Alert Response, Homemaker, Home Delivered Meals, Personal Care, Respite, Specialized Medical Equipment, Services and Supplies
Eligibility: 60+ years of age, frail and elderly.

Elder Farmers' Market Nutrition

- (Available in Dixie, Gilchrist, Suwannee & Union County only)
- Fresh fruits and vegetables and information to educate elders on the nutritional benefits derived from consuming fresh produce.
Eligibility: 60+ years of age, 185% poverty guidelines

Emergency Home Energy Assistance for the Elderly (EHEAP)

- Assistance with utility bills, supply blankets, heaters, and fans.
Eligibility: 60+ years of age with household income after specified exclusions of no more than 150% of the federally established poverty income guidelines for the household size.

Home Care for the Elderly (HCE)

- Basic Subsidy, (Caregiver Allowance), Case Management, Home Delivered Meals, Homemaker, Respite, Specialized Medical Equipment, Services & Supplies and Special Subsidy.
Eligibility: 60+ years of age. Assets/Income limitations, requires 24 hour care by qualified caregiver.

Gilchrist County – Programs, Services, Eligibility
Aging Programs

Title III-B, C-1, C-2, III-E

- Congregate Meal Sites, Health Support, Homemaker, Home Delivered Meals, Nutrition Education, Outreach, Respite, Screening, Specialized Medical Equipment, Services and Supplies, Telephone Reassurance, and Transportation

Eligibility: 60+ years of age – C1 Program
 60+ years of age – C2 Program - Home Bound
 60+ years of age - III-B Program - Frail
 60+ years of age - III-E Program - Frail, Live-in Caregiver

Gilchrist County – Programs, Services, Eligibility
Emergency Assistance/Self Sufficiency

Community Services Block Grant (CSBG)

- Information & Referral; Family Self-Sufficiency; Case Management; Support Services; Application Assistance to other Social Service Agencies.

Eligibility: Income guidelines 125% of U.S. poverty guidelines and a documented emergency.

Energy Neighbor Fund

- Assistance with utilities, heating/cooling.

Eligibility: Must be Duke Energy customer; household income of no more than 125% of the federally established income guideline.

Low Income Home Energy Assistance Program

- Assistance with utility bills and utility crisis resolution.

Eligibility: Household income of no more than 150% of the federally established income guidelines and certain asset limitations; resident of the county.



SUWANNEE RIVER ECONOMIC COUNCIL INC.



- HOME
- ADMIN FORMS
- BOARD OF DIRECTORS
- PROGRAMS
- SERVICE AREAS
- LOCATIONS
- MEAL SITES

TRANSPORTATION

Transportation Services are in the following counties only:

Bradford, Dixie, Gilchrist, Lafayette and Union County

Funding: Florida Department of Transportation, Florida Commission for the Transportation Disadvantaged, Medicaid HMO's

Services: Public Transportation

Transport elderly and disadvantaged to the doctor, medical facilities, meal sites, drug stores and shopping.

For **Bradford County** reservations, scheduling, complaints/commendations and/or questions call (844) 496-0624.

For **Dixie, Gilchrist and Lafayette County** reservations, scheduling, complaints/commendations and/or questions call (352) 498-5018, extension 3, or (844-496-0624).

For **Union County** reservations, scheduling, complaints/commendations and/or questions call (844) 496-0624.

Any complaints not resolved can be forwarded to the Director of Transportation at (386) 362-4115, extension 241.

Telephone services for the hearing and / or speech impaired can be accessed through the Florida Telecommunication Relay System at (800) 955-8771 for TDD or (800) 955-8770 for Voice.

SERVICE AREAS

- Bradford County
- Columbia County
- Dixie County
- Gilchrist County
- Hamilton County
- Lafayette County
- Levy County
- Madison County
- Putnam County
- Suwannee County
- Taylor County
- Union County

**TRANSPORTATION DISADVANTAGED PROGRAM
ELIGIBILITY CERTIFICATION APPLICATION**

Last Name _____ First Name _____

Middle Initial _____

Street Address _____ City _____

State _____ **Mail address:** _____

Zip Code _____ County _____

Date of Birth ____/____/____ Social Security # _____ Male ____ Female ____

Telephone Number (____) _____ - _____

Emergency Contact Name _____

Relationship _____

Telephone Number (____) _____ - _____

1. How many people reside in your household Including parents, caregivers, relatives or others involved in your living functions?

2. Does your household have an operational vehicle(s)?
 Yes (a) Are you or another household member able to operate the vehicle(s)? Yes No
(b) Can you afford to operate the vehicle(s)? Yes No
 No

3. Are you enrolled in any assistance programs:
 Managed Medical Care Program (Medicaid)
 Aging Program
 Other _____

Mail Completed application to: SREC
255 SW 9th Avenue
Lake Butler, FL 32054
Tel # 844-496-0624
Or
Give to Driver at time of trip

4. What other means of transportation are available for you to use?



5. Do you have a physical or mental disability as outlined in the Americans With Disabilities Act of 1990?
 Yes
 No
6. Is your disability permanent?
 Yes
 No

Please check or list any special needs, services or modes of transportation you require:

- | | | |
|---|--|---|
| <input type="checkbox"/> Powered Wheelchair | <input type="checkbox"/> Manual Wheelchair | <input type="checkbox"/> Powered Scooter/Cart |
| <input type="checkbox"/> Stretcher | <input type="checkbox"/> Walker | <input type="checkbox"/> Leg Braces |
| <input type="checkbox"/> Cane | <input type="checkbox"/> Respirator | <input type="checkbox"/> Oxygen CO2 |
| <input type="checkbox"/> Personal Care Attendant/Escort | | <input type="checkbox"/> Service Animal |

Other: _____

CERTIFICATION AND ACKNOWLEDGEMENT

I understand and affirm that the information provided in this application will be used to determine if I am eligible for non-emergency transportation services sponsored by Florida's Transportation Disadvantaged Program. I understand that the information contained in this application is confidential and will be shared only with professionals involved in evaluating and determining eligibility for transportation services provided under Florida's Transportation Disadvantaged Program. I certify that, to the best of my knowledge, the information in this application is true, correct, complete and made in good faith and any material omissions, falsifications, misstatements or misrepresentations in the above information could disqualify me from receiving services under Florida's Transportation Disadvantaged Program.

APPLICANT SIGNATURE _____

DATE _____

Suwannee River Economic Council will notify you whether your application has been approved or denied within 15 business days. If your application is denied, you may file an appeal with Suwannee River Economic Council within 15 working days.

Application Processed by: _____

Signature: _____

Date : _____

Procedures for processing TD applications

- New Ride**: When client calls in for a ride verify through CTS software, to see if the client is a new or existing rider of the system. If new send the rider the TD application, by driver or mail to be completed. The rider CAN receive (1) ride prior to completion of application.



2. **Transportation Application (TD)**: All TD riders must complete a transportation application form to determine eligibility and the appropriate means of service. Make sure the application is completed and signed. (If not, completed the application is denied, notify person by phone reason why). If application is denied, rider may file an appeal with Suwannee River Economic Council within 15 working days. (try to make contact with person)
3. **Verification of eligibility**: Once application is returned to office. Dispatcher will run the applicants, Name, Date of Birth and Social Security #, through the Florida Medicaid web portal at <https://sso.flmmis.com>. Determine if TD eligible or Covered Health plan through Broker. If Broker mark health plan at top of intake. Attach the Medicaid Eligibility Verification form to the TD application after printed.
4. **Contact Client** : Call rider and notify of eligibility for which services they are eligible. (TD or one of the health plans, let them know of the other transportation services available to them that we provide).
5. **Medicaid Reform Members**: Riders that are Medicaid Reform need to contact the designated provider on the back of the Medicaid Card or the number below;
 - ModivCare 1-866-779-0565- Health plans Sunshine, United Health Care, Humana
 - MTM-1-855-824-5700 – Staywell and Well Care
 - A2C-1-855-381-3778 - Prestige
6. **CTS Update**: Add client rider information in screen completing screen to include GEO and expiration date to be dated, approved one year from approval date. Complete Approval of application with your, signature and date of completion.
7. **Application processing Time**: SREC dispatcher will notify rider whether application has been approved or denied within 15 business days. If your application is denied, you may file an appeal with Suwannee River Economic Council within 15 working days.
8. **Application File Location**: After completion of the application process, file application in the appropriate County notebook in alphabetical order.
9. **Annually Update**: All TD riders are to complete an application annually by the assigned CTS expiration date on file.

I have read and understand the above procedures.

_____ Date _____

IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. **Are the Community Transportation Coordinator subcontracts uniform?**

Not applicable, no subcontracted operators.

2. **Is the Florida Commission for the Transportation Disadvantaged standard contract utilized?**

Not applicable, no subcontracted operators.

3. **Do the contracts include performance standards for the transportation operators?**

Not applicable, no subcontracted operators.

4. **Do the contracts include the proper language concerning payment to subcontractors?**

Not applicable, no subcontracted operators.

5. **Were the following items submitted on time?**

a) **Annual Operating Report:** Yes

b) **Memorandum of Agreement:** Yes

c) **Transportation Disadvantaged Service Plan:** Yes

d) **Transportation Disadvantaged Trust Fund Grant Application:** Yes

e) **Other grant applications:** Yes

6. **Does the Community Transportation Coordinator monitor its subcontractors and how often is monitoring conducted?**

Not applicable, no subcontracted operators.

7. **Is a written report issued to the operator?**

Not applicable, no subcontracted operators.

8. **What type of monitoring does the Community Transportation Coordinator perform on its coordination contractors and how often is it conducted?**

Not applicable, no coordination contractors.

11. **Are coordination contracts reviewed annually as to the effectiveness and efficiency of the coordination contractor or the renewal of any Coordination Contracts?**

Not applicable, no coordination contractors.

12. **Are there any transportation alternatives?**

No

IV COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. Hours of Service:

Transportation Disadvantaged Program: Monday through Friday, 6:00 a.m. to 6:00 p.m. excluding holidays.

2. Call Intake Hours:

Monday through Friday, 8:00 a.m. to 4:30 p.m.

3. After Hours Reservations/Cancellations:

After hours service is not provided through the Transportation Disadvantaged Program.

Trip cancellations should be made to Suwannee River Economic Council, Inc. with 24-hour advance notification. Trips must be canceled a minimum of two hours before the scheduled pick-up time.

4. Minimum required notice for reservations:

Transportation Disadvantaged Program: Trips must be scheduled twenty-four hours in advance for service needed Tuesday through Friday. Trips must be scheduled seventy-two hours in advance for service needed on Mondays.

5. How far in advance can reservations be place (number of days)?

14

6. What type of arrangement does the Community Transportation Coordinator have with the local Regional Workforce Board?

No agreement with the local Regional Workforce Board.

7. Has the Community Transportation Coordinator developed any innovative transportation services for the local Regional Workforce Board?

No

8. Do the Community Transportation Coordinator and Local Coordinating Board review applications for federal, state and local Transportation Disadvantaged funding?

Yes

9. **What are the trip priorities for the trips funded with Transportation Disadvantaged Program trips?**

Trips sponsored with Trip & Equipment Grant funds provided through Florida's Transportation Disadvantaged Program will be provided in the following ranking order based on funding availability:

Prescheduled Medical Appointments

- Dialysis appointments
- Cancer Care appointments
- Urgent Care appointments

Prescheduled Medical Appointments as defined by the American Board of Medical Specialties:

- Allergy and Immunology
- Colon & Rectal Surgery
- Dermatology
- Family Medicine
- Neurological Surgery
- Obstetrics & Gynecology
- Ophthalmology
- Orthopaedic Surgery
- Otolaryngology - Head and Neck Surgery
- Pediatrics
- Physical Medicine & Rehabilitation
- Plastic Surgery
- Psychiatry & Neurology
- Radiology
- Surgery
- Thoracic Surgery
- Urology

Other Medical Appointments

- Dental appointments
- Pharmacy

Mental Health Services provided by physicians, nurses who provide mental health services, licensed social workers, chemical dependency counselors, licensed professional counselors and licensed marriage and family counselors.

Nutritional (within Gilchrist County)

- Adult congregate meal programs
- Food stamp procurement
- Grocery shopping

Social Service Agency (within Gilchrist County)

- Public agency support services
- Senior programs

10. **How are the trip priorities carried out?**

Trip priorities are carried out in accordance with the above priority list established in the Gilchrist County Transportation Disadvantaged Service Plan.

V. COMPLIANCE WITH RULE 41-2 FLORIDA ADMINISTRATIVE CODE

1. **How is the Community Transportation Coordinator using school buses in the coordinated system?**

Suwannee River Economic Council, Inc. does not have a contract with the Gilchrist County School Board.

2. **How is the Community Transportation Coordinator using public transportation services in the coordinated system?**

Not applicable, no other public transportation services operating in the service area.

3. **Is there a goal for transferring passengers from paratransit to transit?**

Not applicable, no fixed route public transportation systems operating in the service area.

4. **What are the minimum liability insurance requirements?**

\$200,000/\$300,000

5. **What are the minimum liability insurance requirements in the operator and coordination contracts?**

Not applicable, no subcontracted operators/coordination contractors.

6. **Do the minimum liability insurance requirements exceed \$1 million per incident?**

No

7. **Date of last System Safety Program Plan Compliance Review:**

Internal audits of Suwannee River Economic Council, Inc.'s System Safety Program Plan are conducted annually. The most recent Florida Department of Transportation vehicle monitoring conducted in October 2019. The most recent Florida Department of Transportation triennial review was conducted in October 2018. The next triennial review is scheduled for October 13, 2021.

8. **Are the contracted operators in compliance with the System Safety Program Plan?**

Not applicable, no subcontracted operators.

9. **Do the Community Transportation Coordinator and its contracted operators (if any) comply with the Federal Transit Administration Anti-Drug and Alcohol Misuse Program (49 CFR Part 40, 655)?**

Yes

10. **Date of last Anti-Drug and Alcohol Misuse Program review:**

The most recent review of the Substance Abuse Policy was conducted by the Center for Urban Transportation Research in October 2018. The next triennial review is scheduled for October 13, 2021.



Bus Transit System Annual Safety and Security Certification

***Certifying Compliance with Rule 14-90, FAC to the
Florida Department of Transportation (FDOT)***

Certification Date (Current): 2019

Certification Year: (Previous): 2018

**Name and Address of Bus Transit System: Suwannee River Economic Council, Inc.
1171 Nobles Ferry Rd.
POB 70
Live Oak FL 32064**

The Bus Transit System (Agency) named above hereby certifies the following:

- 1. The Agency has adopted a System Safety Program Plan (SSPP) and a Security Program Plan (SPP) pursuant to the standards set forth in Rule Chapter 14-90, Florida Administrative Code.***
- 2. The Agency is in compliance with its adopted SSPP and SPP.***
- 3. The Agency has performed annual safety inspections on all operational vehicles in accordance with Rule Chapter 14-90, Florida Administrative Code.***
- 4. The Agency has conducted reviews of SSPP and SPP and the plans are up to date.***

Blue Ink Signature:  **Date:** 1/15/2019
(Individual Responsible for Assurance of Compliance)

Name: Matt Pearson **Title:** Executive Director

Name and address of entity(ies) which has (have) performed bus safety inspections and security assessments:

Name: See Attached

Address: See Attached

Name of Qualified Mechanic who Performed Annual Inspections: See Attached

*** Note: Please do not edit or otherwise change this form.**

Standards	Comments
Local toll free phone number must be posted in all vehicles.	Suwannee River Economic Council, Inc. posts local toll free phone number in all vehicles.
Vehicle Cleanliness	Suwannee River Economic Council, Inc. cleans all vehicles (interior/exterior) at least once a week.
Passenger/Trip Database	Suwannee River Economic Council, Inc. maintains a passenger database.
Adequate seating	Suwannee River Economic Council, Inc. provides adequate seating for all passengers.
Driver Identification	Suwannee River Economic Council, Inc. requires drivers to identify themselves in a manner that is conducive to communications with specific passengers.
Passenger Assistance	Suwannee River Economic Council, Inc. requires drivers to provide passengers with boarding and exiting assistance.
Smoking, Eating and Drinking	Smoking is prohibited in any vehicle. Eating and drinking on board vehicles is not permitted unless medically necessary.
Two-way Communications	All vehicles are equipped with two-way communications.
Air Conditioning/Heating	All vehicles have working air conditioners and heaters.
Billing Requirements	Suwannee River Economic Council, Inc. complies with Section 287.0585, Florida Statutes.
Transport of Escorts and dependent children policy	Suwannee River Economic Council, Inc. requires children under the age of 16 to be accompanied by an escort. Escorts must be provided by the passenger and able to provide necessary assistance to the passenger. Escorts are transported at the rates described in the established rate structure.
Use, Responsibility, and cost of child restraint devices	Suwannee River Economic Council, Inc. requires all passengers under the age of 4 and or 50 pounds to use a child restraint device. Child restraint devices must be provided by the passenger.

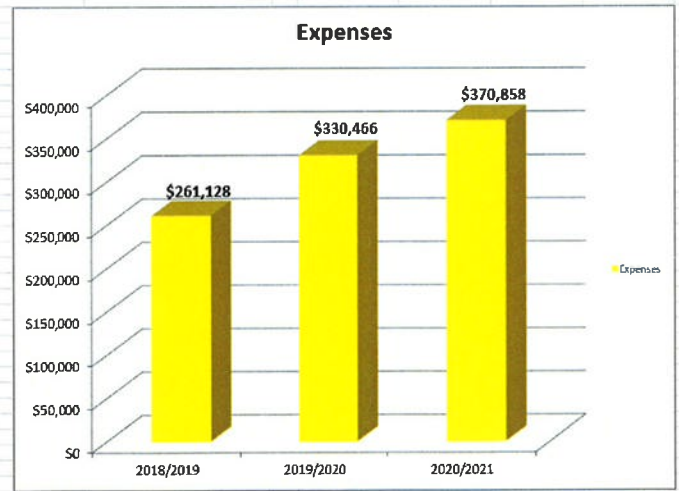
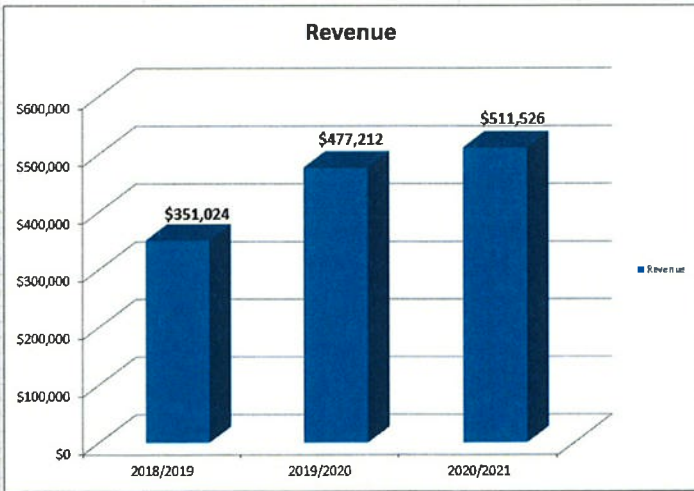
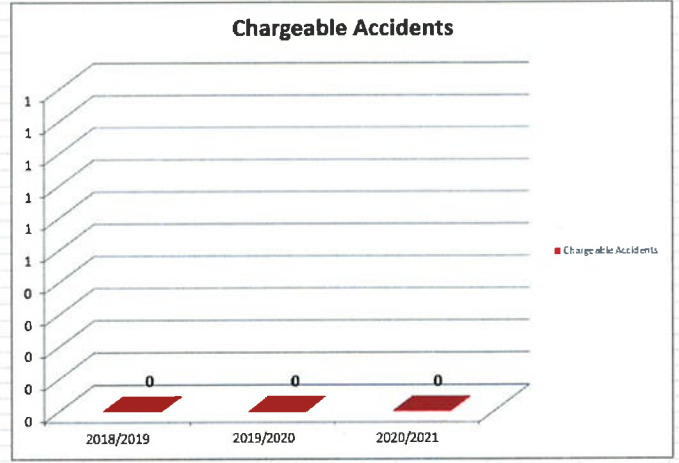
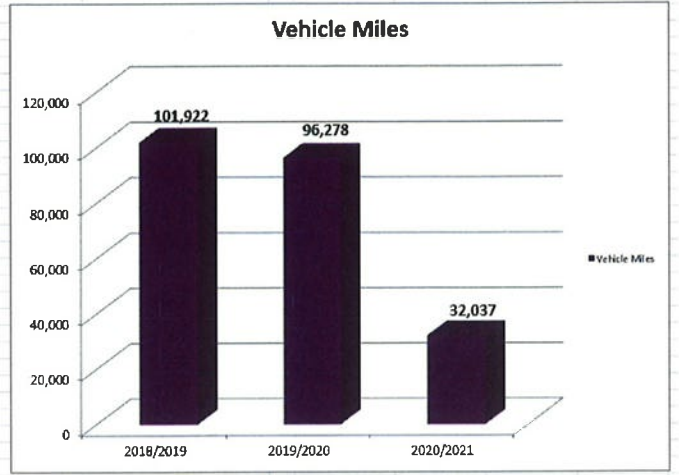
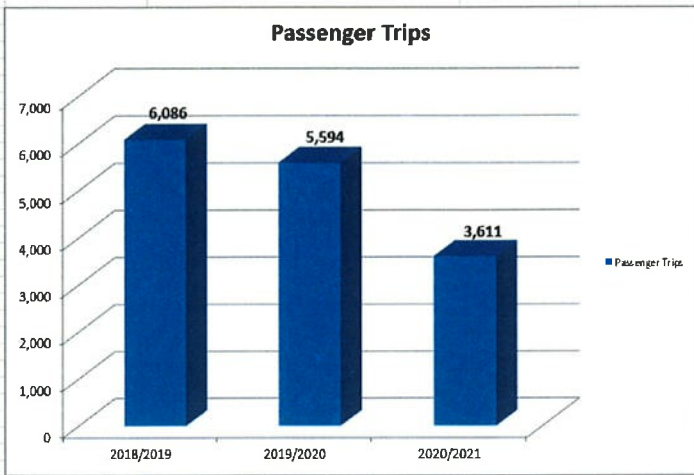
Out-of-Service Area trips	Suwannee River Economic Council, Inc. may require medical provider verification for any out of county transportation.
CPR/1st Aid	Suwannee River Economic Council, Inc. does not require drivers to be trained in CPR. Suwannee River Economic Council, Inc. requires that all vehicles be equipped with biohazard kits as required by State and Federal regulations.
Driver Criminal Background Screening	Suwannee River Economic Council, Inc. conducts motor vehicle registration checks on drivers every six months.
Passenger Property	Suwannee River Economic Council, Inc. allows passengers to have personal property that they can place on their lap or stow under the seat. Passengers must be able to independently carry all items brought on the vehicle.
Advance reservation requirements	Suwannee River Economic Council, Inc. requires trips to be scheduled by 4:00 p.m. the day before service is requested.
Pick-up Window	Passengers shall be picked up 30 minutes before or 30 minutes after their scheduled pick-up time.

Measurable Standards/Goals	Standard/Goal	Is the Community Transportation Coordinator meeting the Standard?
Public Transit Ridership	Not applicable	Not applicable
On-time performance	90%	Yes
Accidents	No more than 1/100,000 miles	Yes
Roadcalls	No more than 5 roadcalls during the evaluation period.	Yes
Complaints	No more than 2/1,000 trips.	Yes
Call-Hold Time	Not applicable	Not applicable

PERFORMANCE TRENDS - GILCHRIST COUNTY

MEASURE	Fiscal Year 2018/2019	Fiscal Year 2019/2020	Fiscal Year 2020/2021	Percent Change 2019/2020 - 2020/2021
Passenger Trips	6,086	5,594	3,611	-55%
Vehicle Miles	101,922	96,278	32,037	-201%
Miles Per Trip	17	17	9	-94%
Revenue	\$351,024	\$477,212	\$511,526	7%
Expenses	\$261,128	\$330,466	\$370,858	11%
Cost/Passenger Trip	\$42.91	\$59.08	\$102.70	42%
Cost/Vehicle Mile	\$2.56	\$3.43	\$11.58	70%
Vehicles	9	3	9	67%
Chargeable Accidents	0	0	0	#DIV/0!
Chargeable Accidents/100,000 Miles	0	0	0	#DIV/0!
Average Vehicle Miles Between Roadcalls	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!
Roadcalls	0	0	0	#DIV/0!
Unmet Trip Requests	0	1	0	0%
Passenger No Shows	540	486	191	-154%

Source - Annual Operations Reports



VI ON-SITE OBSERVATION OF THE SYSTEM

1. **Date of Observation:**
An on-site observation was not conducted due to COVID-19 safety concerns. _____
2. **Location:**

3. **Number of Passengers picked up/dropped off:**
Ambulatory: _____
Non-Ambulatory: _____
4. **Was the driver on time?**

5. **Did the driver provide passenger assistance?**

6. **Was the driver wearing identification?**

7. **Did the driver ensure the passengers were properly secured?**

8. **Was the interior of the vehicle free of dirt, grime, oil, trash, torn upholstery, damaged or broken seats, protruding metal or other objects or materials which could soil items placed in the vehicle or provide discomfort for the passenger?**

9. **Is there a sign posted on the interior of the vehicle with both a local phone number and the Transportation Disadvantaged Program Helpline for comments/complaints/commendations?**

10. **Did the vehicle have working heat and air conditioning?**

11. **Did the vehicle have two-way communications in good working order?**

12. **If used, was the lift in good working order?**

13. **Was there safe and appropriate seating for all passengers?**

14. **Did the driver properly use the lift and secure the passenger?**

VII SURVEYS

How often do your ride?

Daily 7 days/week	1-2 Times/Week	3-5 Times/Week	Other
0	4	0	1

Have you been denied transportation services?

Yes 0

No 5

What is your trip purpose?

Medical	Education/Training	Employment	Other
5	0	0	0

Do you have concerns with your service?

Yes 0

No 5

What types of concerns do you have?

Late Trips	Driver Behavior	Availability	Vehicle Condition	Customer Service	Cost
0	0	0	0	0	0

PURCHASING AGENCY SURVEY

Purchasing Agency: Florida Commission for the Transportation Disadvantaged

Representative of Purchasing Agency: Dan Zeruto, Project Manager - Area 3

1) Does your agency purchase transportation services from Suwannee River Economic Council, Inc.?

- Yes
 No

2) What is the primary purpose for purchasing transportation service for your clients?

- Medical
 Employment
 Education/Training/Day Care
 Nutritional
 Life Sustaining/Other

3) On average, how often do your clients use Suwannee River Economic Council, Inc.'s transportation services?

- 7 Days/Week
 1-2 Times/Week
 3-5 Times/Week
 1-3 Times/Month
 Less than 1 Time/Month

4) Have you had any problems with Suwannee River Economic Council, Inc.'s service?

- Yes
 No If no, skip to question 6

5) If you have had problems with Suwannee River Economic Council, Inc.'s service, please identify the types of problems:

- Advance notice requirement
 Cost
 Service area limits
 Pick up times not convenient
 Vehicle condition
 Lack of passenger assistance
 Accessibility concerns
 Complaints about drivers
 Complaints about timeliness
 Length of wait for reservations
 Other _____

6) Overall, are you satisfied with the transportation services provided by Suwannee River Economic Council, Inc.?

- Yes
 No If no, why? _____

VIII COST



CTC Expense Sources

County: Gilchrist

CTC Status: Submitted

CTC Organization: Suwannee River
Economic Council,
Inc.

Fiscal Year: 07/01/2020 - 06/30/2021

CTD Status: Under Review

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 127,975	\$ 0	\$ 127,975	\$ 103,007	\$ 0	\$ 103,007
Fringe Benefits	\$ 61,616	\$ 0	\$ 61,616	\$ 44,406	\$ 0	\$ 44,406
Services	\$ 12,371	\$ 0	\$ 12,371	\$ 10,562	\$ 0	\$ 10,562
Materials & Supplies Consumed	\$ 46,845	\$ 0	\$ 46,845	\$ 49,369	\$ 0	\$ 49,369
Utilities	\$ 9,470	\$ 0	\$ 9,470	\$ 8,324	\$ 0	\$ 8,324
Casualty & Liability	\$ 20,636	\$ 0	\$ 20,636	\$ 19,135	\$ 0	\$ 19,135
Taxes	\$ 317	\$ 0	\$ 317	\$ 244	\$ 0	\$ 244
Miscellaneous	\$ 1,032	\$ 0	\$ 1,032	\$ 1,403	\$ 0	\$ 1,403
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Purchases	\$ 79,770	\$ 0	\$ 79,770	\$ 76,289	\$ 0	\$ 76,289
Contributed Services	\$ 10,826	\$ 0	\$ 10,826	\$ 17,727	\$ 0	\$ 17,727
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 370,858	\$ 0	\$ 370,858	\$ 330,466	\$ 0	\$ 330,466

IX LEVEL OF COMPETITION

1. Inventory of Transportation Operators in the Service Area

	Transportation Providers Available	Transportation Providers Contracted in the System.
Private Non-Profit	1	1
Private For-Profit	0	0
Government	0	0
Public Transit Agency	0	0
Total	1	1

2. **How many of the operators are coordination contractors?** 0

3. **Does the Community Transportation Coordinator have a competitive procurement process?**

Yes _____

4. **What methods have been used in selection of the transportation operators?**

<input type="checkbox"/>	Low bid
<input type="checkbox"/>	Requests for qualifications
<input type="checkbox"/>	Negotiation only

<input checked="" type="checkbox"/>	Requests for proposals
<input type="checkbox"/>	Requests for interested parties
<input type="checkbox"/>	

X LEVEL OF COORDINATION

1. Public Information – How is public information distributed about transportation services in the community?

Suwannee River Economic Council, Inc. distributes brochures in the community.

2. Eligibility – How is passenger eligibility coordinated for local transportation services?

Suwannee River Economic Council, Inc. determines passenger eligibility except for passengers using Florida's Managed Medical Care Program.

3. Call Intake – To what extent is transportation coordinated to ensure that a user can reach a Reservationist on the first call?

Individuals call Suwannee River Economic Council, Inc. to schedule all trips except trips provided through Florida's Managed Medical Care Program.

4. Reservations –How is the duplication of a reservation prevented?

Suwannee River Economic Council, Inc. handles all trip reservations except trip reservations for Florida's Managed Medical Care Program.

5. Trip Allocation – How is the allocation of trip requests to providers coordinated?

Suwannee River Economic Council, Inc. handles all trip allocations.

6. Scheduling – How is the trip assignment to vehicles coordinated?

Suwannee River Economic Council, Inc. schedules all trips except for trips provided in Florida's Managed Medical Care Program.

7. General Service Monitoring – How is the overseeing of transportation operators coordinated?

Not applicable, no subcontracted operators.



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October 5, 2021

TO: Gilchrist County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2020/2021 Annual Operating Report

RECOMMENDATION

Review Suwannee River Economic Council, Inc's 2020/2021 Annual Operating Report.

BACKGROUND

Suwannee River Economic Council, Inc. is required to submit an annual operating report to the Florida Commission for the Transportation Disadvantaged by September 15 of each year. Attached is Suwannee River Economic Council, Inc.'s 2020/2021 Annual Operating Report.

If you have any questions concerning the attached report, please contact me at extension 110.

Attachment

T:\Lynn\TD2021\Gilchrist\Memos\lor.docx



CTC Organization

County: Gilchrist

Fiscal Year: 7/1/2020 - 6/30/2021

CTC Status: Submitted

CTD Status: Under Review

Date Initiated: 8/18/2021

CTC Organization Name: Suwannee River Economic Council, Inc.

Address: PO Box 70

City: Live Oak

State: FL

Zip Code: 32064

Organization Type: Private Non Profit

Network Type: Partial Brokerage

Operating Environment: Rural

Transportation Operators: No

Number of Transportation Operators: 0

Coordination Contractors: No

Number of Coordination Contractors: 0

Provide Out of County Trips: Yes

Local Coordinating Board (LCB) Chairperson: Marion Potivent

CTC Contact: Matt Pearson

CTC Contact Title: Executive Director

CTC Contact Email: mpearson@suwanneeec.net

Phone: (386) 362-4115

CTC Certification

I, Matt Pearson, as the authorized Community Transportation Coordinator (CTC) Representative, hereby certify, under the penalties of perjury as stated in Chapter 837.06, F.S., that the information contained in this report is true, accurate, and in accordance with the accompanying instructions.

CTC Representative (signature): _____

LCB Certification

I, Marion Potivent, as the Local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(6), F.A.C. that the Local Coordinating Board has reviewed this report and the Planning Agency has received a copy.

LCB Chairperson (signature): _____



CTC Trips

County: Gilchrist

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2020 - 06/30/2021

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Service Type - One Way						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	0	N/A	0	0	N/A	0
Monthly Pass Trips	0	N/A	0	0	N/A	0
Deviated Fixed Route Service	0	N/A	0	0	N/A	0
Complementary ADA Service	0	N/A	0	0	N/A	0
Paratransit						
Ambulatory	2,125	0	2,125	3,568	0	3,568
Non-Ambulatory	1,486	0	1,486	2,026	0	2,026
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	0	N/A	0
Taxi	0	N/A	0	0	N/A	0
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	0	N/A	0	0	N/A	0
Total - Service Type	3,611	0	3,611	5,594	0	5,594
Contracted Transportation Operator						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	0	N/A	0	0	N/A	0
Total - Contracted Transportation Operator Trips	0	0	0	0	0	0
Revenue Source - One Way						
Agency for Health Care Administration (AHCA)	3,145	0	3,145	1,887	0	1,887
Agency for Persons with Disabilities (APD)	0	0	0	0	0	0
Comm for the Transportation Disadvantaged (CTD)	170	N/A	170	3,000	N/A	3,000
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	0	0	0	0	0
Dept of Education (DOE)	0	0	0	0	0	0
Dept of Elder Affairs (DOEA)	0	0	0	675	0	675
Dept of Health (DOH)	0	0	0	0	0	0
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0
Dept of Transportation (DOT)	296	0	296	32	0	32
Local Government	0	0	0	0	0	0
Local Non-Government	0	0	0	0	0	0
Other Federal & State Programs	0	0	0	0	0	0
Total - Revenue Source	3,611	0	3,611	5,594	0	5,594



CTC Trips (cont'd)

County: Gilchrist

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2020 - 06/30/2021

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Passenger Type - One Way						
Older Adults	0	0	0	675	0	675
Children At Risk	16	0	16	30	0	30
Persons With Disabilities	1,486	0	1,486	2,026	0	2,026
Low Income	2,109	0	2,109	2,863	0	2,863
Other	0	0	0	0	0	0
Total - Passenger Type	3,611	0	3,611	5,594	0	5,594
Trip Purpose - One Way						
Medical	3,566	0	3,566	4,556	0	4,556
Employment	8	0	8	0	0	0
Education/Training/Daycare	4	0	4	35	0	35
Nutritional	0	0	0	427	0	427
Life-Sustaining/Other	33	0	33	576	0	576
Total - Trip Purpose	3,611	0	3,611	5,594	0	5,594
Unduplicated Passenger Head Count (UDPHC)						
UDPHC	182	0	182	473	0	473
Total - UDPHC	182	0	182	473	0	473
Unmet & No Shows						
Unmet Trip Requests	0	N/A	0	1	N/A	1
No Shows	191	N/A	191	486	N/A	486
Customer Feedback						
Complaints	0	N/A	0	0	N/A	0
Commendations	0	N/A	0	0	N/A	0



CTC Vehicles & Drivers

County: Gilchrist

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2020 - 06/30/2021

CTD Status: Under Review

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Vehicle Miles						
Deviated Fixed Route Miles	0	N/A	0	0	N/A	0
Complementary ADA Service Miles	0	N/A	0	0	N/A	0
Paratransit Miles	32,037	0	32,037	96,278	0	96,278
Transportation Network Companies (TNC) Miles	0	N/A	0	0	N/A	0
Taxi Miles	0	N/A	0	0	N/A	0
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	0	N/A	0	0	N/A	0
Total - Vehicle Miles	32,037	0	32,037	96,278	0	96,278
Roadcalls & Accidents						
Roadcalls	0	0	0	0	0	0
Chargeable Accidents	0	0	0	0	0	0
Vehicle Inventory						
Total Number of Vehicles	9	0	9	3	0	3
Number of Wheelchair Accessible Vehicles	9	0	9	3	0	3
Drivers						
Number of Full Time & Part Time Drivers	8	0	8	7	0	7
Number of Volunteer Drivers	0	0	0	0	0	0



CTC Revenue Sources

County: Gilchrist

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2020 - 06/30/2021

CTD Status: Under Review

Revenue Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Revenue Sources						
Agency for Health Care Administration (AHCA)	\$ 59,537	\$ 0	\$ 59,537	\$ 76,031	\$ 0	\$ 76,031
Agency for Persons with Disabilities (APD)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 0	\$ 0	\$ 0	\$ 10,449	\$ 0	\$ 10,449
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commission for the Transportation Disadvantaged (CTD)						
Non-Sponsored Trip Program	\$ 97,433	N/A	\$ 97,433	\$ 164,814	N/A	\$ 164,814
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 0	N/A	\$ 0	\$ 72,546	N/A	\$ 72,546
TD Other	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Department of Transportation (DOT)						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311	\$ 267,992	\$ 0	\$ 267,992	\$ 135,645	\$ 0	\$ 135,645
49 USC 5311 (f)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other DOT	\$ 75,738	\$ 0	\$ 75,738	\$ 0	\$ 0	\$ 0
Local Government						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Local Non-Government						
Farebox	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 10,826	\$ 0	\$ 10,826	\$ 17,727	\$ 0	\$ 17,727
Other Federal & State Programs						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Total - Revenue Sources	\$ 511,526	\$ 0	\$ 511,526	\$ 477,212	\$ 0	\$ 477,212



CTC Expense Sources

County: Gilchrist

CTC Status: Submitted

CTC Organization: Suwannee River Economic Council, Inc.

Fiscal Year: 07/01/2020 - 06/30/2021

CTD Status: Under Review

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 127,975	\$ 0	\$ 127,975	\$ 103,007	\$ 0	\$ 103,007
Fringe Benefits	\$ 61,616	\$ 0	\$ 61,616	\$ 44,406	\$ 0	\$ 44,406
Services	\$ 12,371	\$ 0	\$ 12,371	\$ 10,562	\$ 0	\$ 10,562
Materials & Supplies Consumed	\$ 46,845	\$ 0	\$ 46,845	\$ 49,369	\$ 0	\$ 49,369
Utilities	\$ 9,470	\$ 0	\$ 9,470	\$ 8,324	\$ 0	\$ 8,324
Casualty & Liability	\$ 20,636	\$ 0	\$ 20,636	\$ 19,135	\$ 0	\$ 19,135
Taxes	\$ 317	\$ 0	\$ 317	\$ 244	\$ 0	\$ 244
Miscellaneous	\$ 1,032	\$ 0	\$ 1,032	\$ 1,403	\$ 0	\$ 1,403
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Purchases	\$ 79,770	\$ 0	\$ 79,770	\$ 76,289	\$ 0	\$ 76,289
Contributed Services	\$ 10,826	\$ 0	\$ 10,826	\$ 17,727	\$ 0	\$ 17,727
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Purchased Transportation Services						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Total - Expense Sources	\$ 370,858	\$ 0	\$ 370,858	\$ 330,466	\$ 0	\$ 330,466

County: Gilchrist
 CTC: Suwannee River Economic Council, Inc.
 Contact: Matt Pearson
 PO Box 70
 Live Oak, FL 32064
 386-362-4115
 Email: mpearson@suwanneec.net

Demographics	Number
Total County Population	0
Unduplicated Head Count	182



Trips By Type of Service	2019	2020	2021	Vehicle Data	2019	2020	2021
Fixed Route (FR)	0	0	0	Vehicle Miles	101,922	96,278	32,037
Deviated FR	0	0	0	Roadcalls	0	0	0
Complementary ADA	0	0	0	Accidents	0	0	0
Paratransit	6,086	5,594	3,611	Vehicles	9	3	9
TNC	0	0	0	Drivers	8	7	8
Taxi	0	0	0				
School Board (School Bus)	0	0	0				
Volunteers	0	0	0				
TOTAL TRIPS	6,086	5,594	3,611				

Passenger Trips By Trip Purpose	2019	2020	2021
Medical	5,033	4,556	3,566
Employment	0	0	8
Ed/Train/DayCare	21	35	4
Nutritional	450	427	0
Life-Sustaining/Other	582	576	33
TOTAL TRIPS	6,086	5,594	3,611

Financial and General Data	2019	2020	2021
Expenses	\$261,128	\$330,466	\$370,858
Revenues	\$351,024	\$477,212	\$511,526
Commendations	0	0	0
Complaints	0	0	0
Passenger No-Shows	540	486	191
Unmet Trip Requests	0	1	0

Passenger Trips By Revenue Source	2019	2020	2021
CTD	3,953	3,000	170
AHCA	2,133	1,887	3,145
APD	0	0	0
DOEA	0	675	0
DOE	0	0	0
Other	0	32	296
TOTAL TRIPS	6,086	5,594	3,611

Performance Measures	2019	2020	2021
Accidents per 100,000 Miles	0	0	0
Miles between Roadcalls	0	0	0
Avg. Trips per Passenger	20.84	11.83	19.84
Cost per Trip	\$42.91	\$59.08	\$102.70
Cost per Paratransit Trip	\$42.91	\$59.08	\$102.70
Cost per Total Mile	\$2.56	\$3.43	\$11.58
Cost per Paratransit Mile	\$2.56	\$3.43	\$11.58

Trips by Provider Type	2019	2020	2021
CTC	6,086	5,594	3,611
Transportation Operator	0	0	0
Coordination Contractor	0	0	0
TOTAL TRIPS	6,086	5,594	3,611



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October 5, 2021

TO: Gilchrist County Transportation Disadvantaged Coordinating Board
 FROM: Lynn Godfrey, AICP, Senior Planner
 SUBJECT: Suwannee River Economic Council, Inc. - Operations Reports

RECOMMENDATION

No action required. This agenda item is for information only.

BACKGROUND

Attached are the following reports for the Board’s review:

1. April - June 2021 Operations Report;
2. 2021/22 Trip & Equipment Grant Report;
3. April - June 2021 Complaint/Commendation Report; and
4. April - June 2021 Trip Denial Report.

If you have any questions regarding the attached reports, please do not hesitate to contact me.

Attachments

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**QUARTERLY OPERATING REPORT
GILCHRIST COUNTY
APRIL - JUNE 2021**

OPERATING DATA	Suwannee River Economic Council, Inc.
NUMBER OF INVOICED TRIPS	874
Florida Department of Elder Affairs	0
Florida Transportation Disadvantaged Program	399
Florida Managed Medical Care Program (Medicaid)	400
Community Trips	75
TOTAL VEHICLE MILES	21,638
TOTAL DOLLARS INVOICED	\$44,515.86
Florida Department of Elder Affairs	\$0.00
Florida Transportation Disadvantaged Program	\$28,980.70
Florida Managed Medical Care Program (Medicaid)	\$15,535.16
Community Trips	\$0.00
AVERAGE COST PER TRIP	\$50.93
Florida Department of Elder Affairs	#DIV/0!
Florida Transportation Disadvantaged Program	\$72.63
Florida Managed Medical Care Program (Medicaid)	\$38.84
Community Trips	\$0.00
AVG. COST PER VEHICLE MILE	\$2.06
TRIP PURPOSE	-
Medical	858
Employment	0
Education/Training	0
Shopping	10
Meal Site	0
Recreation	6
CHARGEABLE ACCIDENTS	0
NUMBER OF VEHICLES	10
AVERAGE MILES PER TRIP	25
NUMBER OF ROADCALLS	0

Source: Suwannee River Economic Council, Inc.

**QUARTERLY OPERATING REPORT
GILCHRIST COUNTY
APRIL - JUNE 2020**

OPERATING DATA	Suwannee River Economic Council, Inc.
NUMBER OF INVOICED TRIPS	755
Florida Department of Elder Affairs	0
Florida Transportation Disadvantaged Program	443
Florida Managed Medical Care Program (Medicaid)	280
Community Trips	32
TOTAL VEHICLE MILES	18,238
TOTAL DOLLARS INVOICED	\$28,826.40
Florida Department of Elder Affairs	\$0.00
Florida Transportation Disadvantaged Program	\$17,541.20
Florida Managed Medical Care Program (Medicaid)	\$11,285.20
Community Trips	\$0.00
AVERAGE COST PER TRIP	\$38.18
Florida Department of Elder Affairs	#DIV/0!
Florida Transportation Disadvantaged Program	\$39.60
Florida Managed Medical Care Program (Medicaid)	\$40.30
Community Trips	\$0
AVERAGE COST PER VEHICLE MILE	\$1.58
TRIP PURPOSE	-
Medical	723
Employment	0
Education/Training	0
Shopping	0
Meal Site	0
Recreation	32
CHARGEABLE ACCIDENTS	0
NUMBER OF VEHICLES	9
AVERAGE MILES PER TRIP	24
NUMBER OF ROADCALLS	0

Source: Suwannee River Economic Council, Inc.

**TRANSPORTATION DISADVANTAGED PROGRAM
2021/22 TRIP & EQUIPMENT GRANT SUMMARY
GILCHRIST COUNTY**

MONTH/YEAR	FUNDING ALLOCATION	TOTAL DOLLARS SPENT	TOTAL AMOUNT REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-21	\$175,787.00	\$9,283.74	\$166,503.26	155	\$59.90
Aug-21	-		\$166,503.26		#DIV/0!
Sep-21	-		\$166,503.26		#DIV/0!
Oct-21	-		\$166,503.26		#DIV/0!
Nov-21	-		\$166,503.26		#DIV/0!
Dec-21	-		\$166,503.26		#DIV/0!
Jan-22	-		\$166,503.26		#DIV/0!
Feb-22	-		\$166,503.26		#DIV/0!
Mar-22	-		\$166,503.26		#DIV/0!
Apr-22	-		\$166,503.26		#DIV/0!
May-22	-		\$166,503.26		#DIV/0!
Jun-22	-		\$166,503.26		#DIV/0!
TOTAL	-	\$9,283.74	-	155	\$59.90

Source: Suwannee River Economic Council, Inc.

Total Contract Amount: \$175,787.00

**GILCHRIST COUNTY
SERVICE COMPLAINTS/COMMENDATIONS
APRIL - JUNE 2021**

TYPE OF COMPLAINT	Suwannee River Economic Council, Inc.	Resolved
Vehicle Condition	0	-
Driver's Behavior	0	-
Client Behavior	0	-
Tardiness - Late pickup	0	-
Tardiness - Late dropoff	0	-
No Show by Operator	0	-
Dispatch/Scheduling	0	-
Service Denial	0	-
Other	0	-
TOTALS	0	0
COMMENDATIONS	0	

Source: Suwannee River Economic Council, Inc.

**GILCHRIST COUNTY
UNMET TRANSPORTATION NEEDS
APRIL - JUNE 2021**

REASON FOR TRIP DENIAL	NUMBER OF TRIP DENIALS
Lack of Funding	0
Trip Purpose	0
Out of Service Area Trip	0
Insufficient Advance Notice	0
After Hours Trip Request	0
Weekend Trip Request	0
Other	0
TOTALS	0

Source: Suwannee River Economic Council, Inc.

ATTENDANCE RECORD

**GILCHRIST COUNTY
TRANSPORTATION DISADVANTAGED
COORDINATING BOARD**

MEMBER/ORGANIZATION	NAME	10/14/2020	1/13/2021	4/14/2021	7/14/2021
Chair	Commissioner Marion Poitevint	A	A	A	A
Florida Department of Transportation Alternate Member	Christina Nalsen Lauren Adams	A	A	A	P
Florida Department of Children and Families Alternate Member	John Wisker Amy Burton				
Florida Agency for Health Care Administration Alternate Member	Reeda Harris Pamela Hagley				
Florida Department of Education Alternate Member	Jeffrey Aboumrad (Vacant)	A	A	P	P
Florida Department of Elder Affairs Alternate Member	Pastor Ralph Williams (Vacant)	P	A	P	P
Florida Agency for Persons with Disabilities Alternate Member	Sheryl Dick-Stanford Sylvia Bamburg	A	A	A	A
Florida Association for Community Action Alternate Member	(Vacant) (Vacant)				
Public Education Alternate Member	Michelle Walker-Crawford (Vacant)	A	A	A	A
Citizen Advocate Alternate Member	(Vacant) (Vacant)				
Citizen Advocate-User Alternate Member	(Vacant) (Vacant)				
Elderly Alternate Member	Richard Esseck (Vacant)	P	P	P	P
Veterans Alternate Member	(Vacant) (Vacant)				
Persons with Disabilities Alternate Member	Leslie Esseck (Vacant)	P	P	P	P
Children at Risk Alternate Member	Sandra Woodard Brooke Ward	P A	P A	P A	P A
Local Medical Community Alternate Member	Brittney Keeling Krishna Stemple	A P	A A	P P	A P
Regional Workforce Board Alternate Member	Selvin Cray (Vacant)	P	P	P	P

ATTENDANCE POLICY: According to Article III, Section 5 of the Coordinating Board bylaws:

"The North Central Florida Regional Planning Council shall review and consider rescinding the appointment of any voting member on the Board who fails to attend three consecutive meetings."

