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October 4, 2016

TO: Gilchrist County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Meeting Announcement

The Gilchrist County Transportation Disadvantaged Coordinating Board will meet **Wednesday, October 12, 2016 at 1:30 p.m. in the Board of County Commissioners' Meeting Facility located at 210 S. Main Street in Trenton, Florida** (location map attached). All Board members are encouraged to attend.

If you would like to participate in the meeting via teleconference, the dial in number is: toll free 888.670.3525, conference code 6025675116. **Please note that a physical quorum of Board members must be present to constitute a quorum.**

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

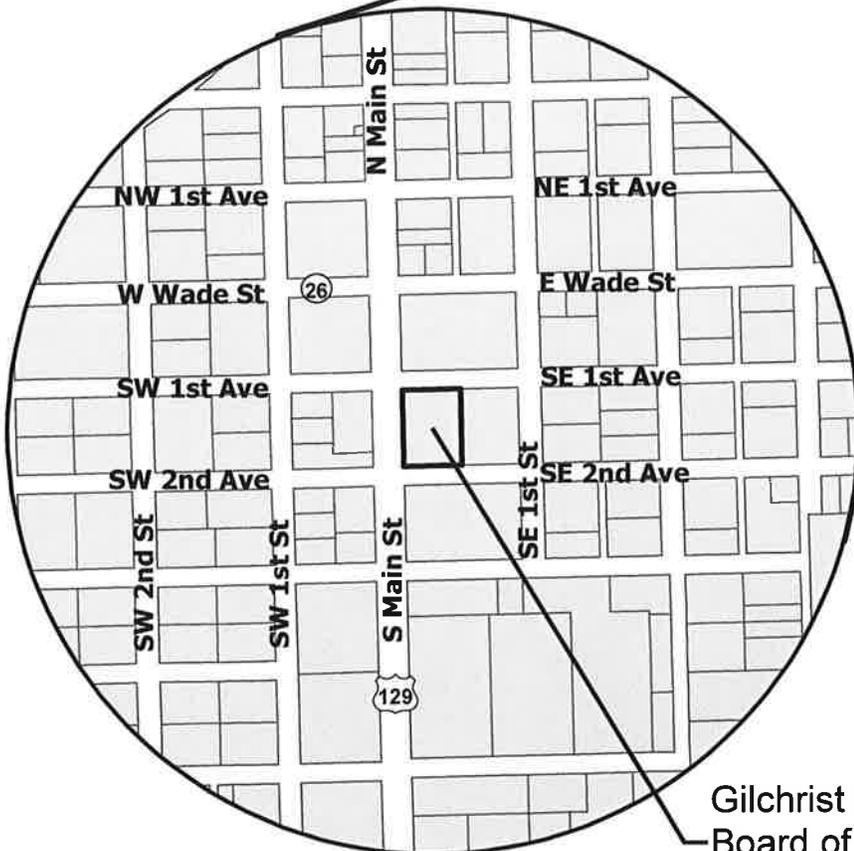
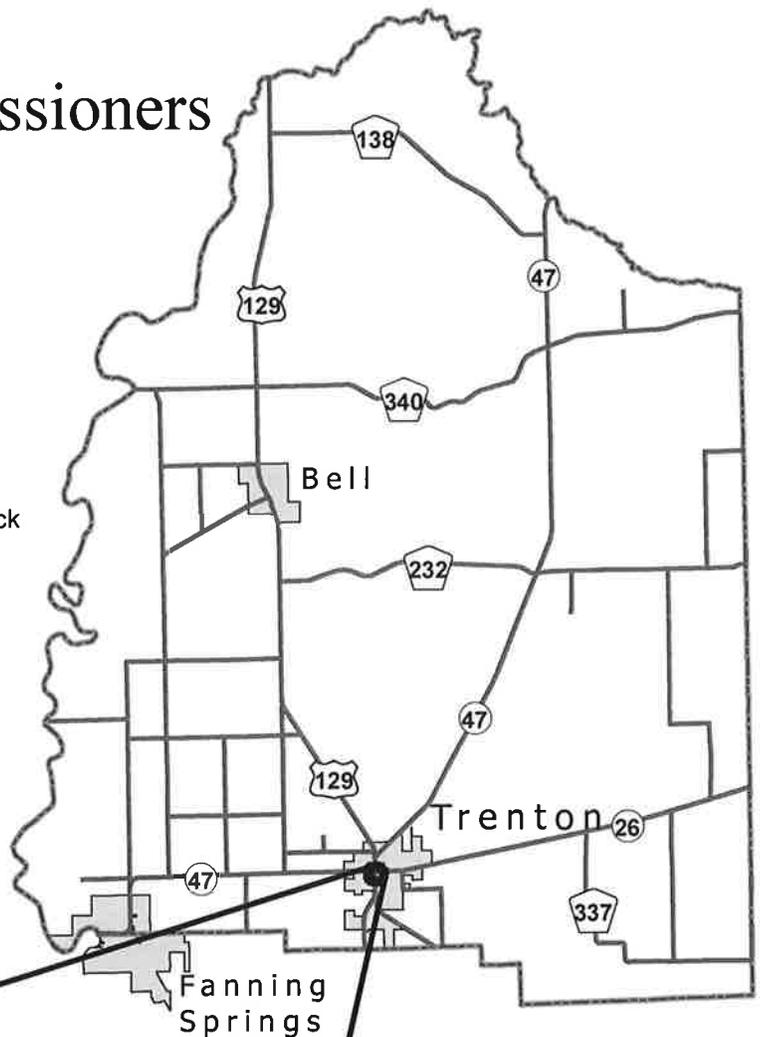
Attachments

t:\lynn\td2016\gilchrist\memos\oct.docx

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

Gilchrist County Board of County Commissioners Meeting Facility 210 South Main St Trenton, Florida 32693

Directions: From the intersection of U.S. Highway 129 (also known as Main St) and State Road 26 (also known as Wade St) in the City of Trenton, head South onto U.S. Highway 129 (also known as Main St) travel one block and the Gilchrist County Board of County Commissioners Meeting Facility will be on the left, on the Eastern side of U.S. Highway 129 (also known as Main St).



1 inch = 500 feet

Gilchrist County
Board of County Commissioners
Meeting Facility





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**GILCHRIST COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING ANNOUNCEMENT

Board of County Commissioners Meeting Room
210 S. Main Street
Trenton, Florida

Wednesday
October 12, 2016
1:30 p.m.

I. BUSINESS MEETING – CALL TO ORDER

A. Invocation

B. Pledge of Allegiance

C. Introductions

D. Approval of the Meeting Agenda

ACTION REQUIRED

**E. Approval of the July 13, 2016
Minutes**

Page 7

ACTION REQUIRED

II. NEW BUSINESS

A. Annual Performance Evaluation

Page 13

ACTION REQUIRED

The Board needs to review and approve Suwannee River Economic Council's annual performance evaluation

**B. Rural Area Capital Assistance Program
Grant Application**

Page 47

ACTION REQUIRED

The Board needs to review and approve Suwannee River Economic Council's 2016/17 Rural Area Capital Assistance Program Grant application

C. 2015/16 Annual Operations Report

Page 57

NO ACTION REQUIRED

The Board needs to review the 2015/16 Annual Operations Report

Dedicated to improving the quality of life of the Region's citizens,
by coordinating growth management, protecting regional resources,
promoting economic development and providing technical services to local governments.

III. OTHER BUSINESS

A. Comments

- 1. Members**
- 2. Citizens**

IV. FUTURE MEETING DATES

- A. January 11, 2017 at 1:30 p.m.**
- B. April 12, 2017 at 1:30 p.m.**
- C. July 12, 2017 at 1:30 p.m.**
- D. October 11, 2017 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 enclosed materials, 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
Sandra Collins Florida Department of Transportation Grievance Committee Member	Janell Damato Florida Department of Transportation
Debbie Andrews Florida Department of Children and Families	Vacant Florida Department of Children and Families
Vacant Florida Department of Education	Jeff Aboumrad Florida Department of Education
Vacant Florida Department of Elder Affairs	Vacant Florida Department of Elder Affairs
Dewece Ogden Florida Agency for Health Care Administration	Pamela Hagley Florida Agency for Health Care Administration
Jeannie Carr Regional Workforce Board Grievance Committee Member	Sifoa Nunu Regional Workforce Board
Vacant Florida Association for Community Action Term ending June 30, 2017	Vacant Florida Association for Community Action Term ending June 30, 2017
Michelle Walker-Crawford Public Education	Julie C. Thomas Public Education
Jim Mash Veterans Term ending June 30, 2017	Vacant Veterans Term ending June 30, 2017
Jeffrey Bradley Citizen Advocate Term ending June 30, 2018	Vacant Citizen Advocate Term ending June 30, 2018
Jim McCrone Citizen Advocate - User Term ending June 30, 2018	Vacant Citizen Advocate - User Term ending June 30, 2018
Leslie Esseck Persons with Disabilities Grievance Committee Member Term ending June 30, 2018	Vacant Persons with Disabilities Term ending June 30, 2018
Richard Esseck, Vice-Chair Elderly Grievance Committee Member Term ending June 30, 2017	Vacant Elderly Term ending June 30, 2017
Brittney Keeling Medical Community Term ending June 30, 2019	Krishna Stemple Medical Community Term ending June 30, 2019
Sandra Woodard Children at Risk Grievance Committee Member Term ending June 30, 2019	Brooke Ward Children at Risk Term ending June 30, 2019
Vacant Private Transit Term ending June 30, 2019	Vacant Private Transit Term ending June 30, 2019

**GILCHRIST COUNTY
TRANSPORTATION DISADVANTAGED COORDINATING BOARD**

MEETING MINUTES

Meeting Room
Suwannee River Economic Council
Trenton, Florida

Wednesday
July 13, 2016
1:30 p.m.

VOTING MEMBERS PRESENT

Commissioner Marion Poitevint, Chair
Jeff Aboumrad, Florida Department of Education Representative
Jeffrey Bradley, Citizen Advocate
Jeannie Carr, Regional Workforce Board Representative
Sandra Collins, Florida Department of Transportation Representative
Leslie Esseck, Persons with Disabilities Representative
Richard Esseck, Elderly Representative
Brittney Keeling, Medical Community Representative
Jim Mash, Veterans Representative
Dewece Ogden, Florida Agency for Health Care Administration Representative
Sandra Woodard, Early Childhood Services Representative

ALTERNATE MEMBERS PRESENT

Krishna Stemple, Medical Community Representative

VOTING MEMBERS ABSENT

Debbie Andrews, Florida Department of Children and Families
Michelle Walker-Crawford, Public Education Representative
Jim Mash, Veterans Representative
Jim McCrone, Citizen Advocate-User Representative

STAFF PRESENT

Lynn Godfrey, North Central Florida Regional Planning Council

I. BUSINESS MEETING CALL TO ORDER

Chair Poitevint called the meeting to order at 1:30 p.m.

A. Invocation

Mr. Matthew Pearson gave the invocation.

B. Pledge of Allegiance

Richard Esseck led the Board in reciting the Pledge of Allegiance.

C. Introductions

Chair Poitevint asked everyone to introduce themselves.

D. Approval of the Meeting Agenda

ACTION: Sandra Collins moved to approve the meeting agenda. Michelle Walker Crawford seconded; motion passed unanimously.

E. Approval of the April 13, 2016 Meeting Minutes

ACTION: Richard Esseck moved to approve the April 13, 2016 meeting minutes. Michelle Walker Crawford seconded; motion passed unanimously.

II. NEW BUSINESS

A. Bylaws

Ms. Lynn Godfrey, North Central Florida Regional Planning Council Senior Planner, stated that the Florida Commission for the Transportation Disadvantaged requires the Board to review and approve the Bylaws annually. She discussed recommended changes to the Bylaws for the Board to consider.

Richard Esseck discussed his concerns with the recommended language allowing the Chair to cancel meetings for any appropriate purpose.

ACTION: Sandra Collins moved to approve the Bylaws with the recommended changes. Sandra Woodard seconded; motion passed 8 to 1.

B. 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 discussed one recommended change to the Grievance Procedures.

ACTION: Richard Esseck moved to approve the Grievance Procedures with the recommended change. Michelle Walker Crawford seconded; motion passed unanimously.

C. Memorandum of Agreement

Ms. Godfrey stated that the Memorandum of Agreement is a contract between the Florida Commission for the Transportation Disadvantaged and a designated Community Transportation Coordinator. She said Suwannee River Economic Council was designated the Community Transportation Coordinator for Gilchrist County effective July 1, 2016. She said the Board is required to approve the Memorandum of Agreement.

Mr. Matthew Pearson, Suwannee River Economic Council Executive Director, stated that the signature page incorrectly has Ms. Frances Terry as the Suwannee River Economic Council Executive Director. He said he will provide staff with a corrected signature page for the Chair to sign once the Memorandum of Agreement is approved by the Board.

ACTION: Richard Esseck moved to approve the Memorandum of Agreement with the noted correction. Sandra Collins seconded; motion passed unanimously.

D. Operations Reports

Ms. Godfrey stated that the operations reports are included in the meeting packet for the Board's review. She said there is no action required on this agenda item.

The Board reviewed the operations reports. It was noted the total number of medical trips in the trip purpose column is incorrect.

Mr. Pearson said he will correct the report and provide it to the Board at the next meeting.

III. OTHER BUSINESS

A. Comments

1. Members

Mr. Jeffrey Bradley stated that drivers are required to fuel vehicles at specified gas stations. He said causes problems for drivers when they run low on fuel. He asked Mr. Pearson to look into this issue.

Mr. Bradley also said it is sometimes difficult to get through on the phone lines from 4:00 p.m. to 5:00 p.m.

Mr. Pearson said this is probably due to staggered staff times. He said he will also look into this issue.

Mr. Bradley commended the dispatching staff.

Ms. Sandra Woodard asked if Suwannee River Economic Council provides car seats for children. She also asked if drivers receive car seat training.

Mr. Pearson said car seats are the responsibility of the parent. He said drivers will assist parents with child seat securement, but, they are not trained in child seat securement.

Ms. Woodard said the Nature Coast Early Learning Coalition can provide training for drivers.

Ms. Woodard also asked if parents can drop children off at daycare on their way to work.

Mr. Pearson said both the child's and parent's transportation would need to be sponsored.

Ms. Woodard asked if the vehicles are wheelchair accessible and how Suwannee River Economic Council communicates with the hearing impaired.

Mr. Pearson said all of the vehicles are wheelchair equipped. He said he will look into how they communicate with the hearing impaired.

2. Citizens

There were no citizen comments.

IV. FUTURE MEETING DATES

Chair Poitevint stated that the next meeting of the Board is scheduled for Wednesday, October 12, 2016 at 1:30 p.m.

ADJOURNMENT

The meeting was adjourned at 2:30 p.m.

Coordinating Board Chair

Date

t:\lynn\td2016\gilchrist\minutes\jul.doc



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October 4, 2016

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

RECOMMENDATION

Approve the Suwannee River Economic Council's annual performance evaluation.

BACKGROUND

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

Attachment

t:\lynn\td2016\gilchrist\memos\eval.docx

COMMUNITY TRANSPORTATION COORDINATOR EVALUATION WORKBOOK

Florida Commission for the



Transportation Disadvantaged

Community Transportation Coordinator: Suwannee River Economic Council

County: Gilchrist

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

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

Review period: July 1, 2015 - June 30, 2016

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 12, 2016

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TABLE OF CONTENTS

General _____	3
Compliance with Chapter 427, Florida Statutes _____	10
Compliance with Rule 41-2, Florida Administrative Code _____	11
On-Site Observation _____	15
Cost _____	22
Competition _____	23
Coordination _____	24

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. Bus/Van Ride

Areas of Noncompliance: None

Recommendations: None

Timeline for Compliance: None

E. Surveys

Areas of Noncompliance: None

Recommendations: None

Timeline for Compliance: None

GENERAL

1. What was the designation date of the Community Transportation Coordinator?
7/01/16
2. What is the complaint process?
See attached complaint process.
3. Does the community transportation coordinator have a complaint form?
√ Yes (attached) No
4. Does the form have a section for resolution of the complaint?
√ Yes No
5. Is a summary of complaints given to the Transportation Disadvantaged Board on a regular basis?
√ Yes No
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 Program Helpline.
7. When a complaint is forwarded from the Transportation Disadvantaged Helpline, is the complaint entered into the local complaint file/process?
√ Yes No
8. Does the Community Transportation Coordinator provide written rider/beneficiary information or brochures to inform riders/beneficiaries about transportation disadvantaged services?
√ Yes (attached) No
9. Does the rider/ beneficiary information or brochure list the Transportation Disadvantaged Helpline phone number?
√ Yes No
10. Does the rider/ beneficiary information or brochure list the complaint procedure?
√ Yes No
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 the Community Transportation Coordinator have a contract or agreement with the Regional Workforce Board?
 Yes √ No
13. What innovative ideas have you implemented in your coordinated system?
Providing and administering "regional" transportation service in five counties decreases the cost of service.

14. Are there any areas where coordination can be improved?
Require Florida's Managed Medical Care Program to coordinate client transportation services through Florida's Coordinated Transportation System.
15. What barriers are there to the coordinated system?
Allowing State agencies to provide transportation services to their clients outside of Florida's Coordinated Transportation System.
16. 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
17. What funding agencies does the Florida Commission for the Transportation Disadvantaged need to work closely with in order to facilitate a better coordinated system?
Florida Agency for Health Care Administration
18. How are you 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 filed 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: _____



SUWANNEE RIVER ECONOMIC COUNCIL INC.



HOME

PROGRAMS

SERVICE AREAS

LOCATIONS

MEAL SITE LOCATIONS

GILCHRIST COUNTY

CLIENT SENIOR/SERVICE CENTER

1439 SW CR 307A
Trenton, Florida

AGING PROGRAMS

ALZHEIMER'S DISEASE INITIATIVE (ADI):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Respite/Case Management

COMMUNITY CARE FOR THE ELDERLY (CCE):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Case Management, Emergency Alert Response, Homemaker, Home Delivered Meals, Personal Care and Respite.

ELDER FARMERS' MARKET NUTRITION:

Funding: Department of Elder Affairs

Services: Fresh fruits and vegetables and information to educate elders on the nutritional benefits derived from consuming fresh produce.

EMERGENCY HOME ENERGY ASSISTANCE PROGRAM (EHEAP):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Assistance with utility bills, supply blankets, heaters and fans.

HOME CARE FOR THE ELDERLY (HCE):

Funding: Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Case Management, Basic Subsidy, (Caregiver Allowance), Special Subsidy.

TITLE III-B, C-1, C-2, IIIE:

Funding: Older Americans Act, Mid-Florida Area Agency on Aging dba Elder Options, Florida Department of Elder Affairs

Services: Congregate Meal Sites, Health Support, Homemaker, Home Delivered Meals, Intake, Nutrition Education, Outreach, Respite, Screening, Telephone Reassurance, and Transportation.

ENERGY ASSISTANCE/EMERGENCY ASSISTANCE/SELF SUFFICIENCY

COMMUNITY SERVICES BLOCK GRANT (CSBG):

Funding: Florida Department of Economic Opportunity

Services: Information & Referral; Family Self-Sufficiency; Case Management, Support

Services: Application Assistance to other Social Service Agencies.

ENERGY NEIGHBOR FUND (ENF):

Funding: Duke Energy Florida Inc.

Services: Assistance with utilities, heating/cooling.

LOW INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP):

Funding: Florida Department of Economic Opportunity

Services: Assistance with utility bills and utility crisis resolution.

HOUSING

WEATHERIZATION PROGRAMS:

Funding: Florida Department of Economic Opportunity

Services: Minor home repairs to reduce infiltration of air and energy consumption.

STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM: (SHIP)

Funding: State of Florida and Florida Housing Finance Corporation

Services: Emergency repairs, down payment and closing cost assistance for Homeownership.

Download SHIP Application

TRANSPORTATION

TRANSPORTATION PROGRAMS

Funding: Florida Department of Transportation, Florida Commission for the Transportation Disadvantaged, and Agency for Health Care Administration

Services: Public Transportation

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

For reservations, scheduling, complaints/commendations and/or questions call (352) 498-5018, extension 3, or (800) 597-7579, extension 3.

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

For Program information or complaints/commendations call TD Helpline at (800) 983-2435.

Funding: Medicaid Broker Services

Access2Care

LogistiCare Solutions, LLC

Medical Transportation Management, Inc.

Services: Transport Medicaid eligible clients to the doctor, medical facilities, meal sites and shopping.

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

Transportation Disadvantaged BENEFICIARY INTAKE FORM

SECTION 1 – DETERMINATION OF ELIGIBILITY

LAST NAME _____ FIRST NAME _____ MI _____ MEDICAID # _____

ADDRESS _____ CITY _____ STATE _____ ZIP _____ COUNTY _____

DOB ____/____/____ SEX ____ SS# _____ - _____ TELEPHONE # (____) _____ - _____ TOD # (____) _____ - _____

EMERGENCY CONTACT _____ RELATIONSHIP _____ TELEPHONE (____) _____ - _____

OTHERS HOUSEHOLD MEMBERS: NAME RELATIONSHIP AGE DRIV. LIC (y/n) TYPE OF VEHICLE OWNED
(Please list each member)

SECTION 2 – AVAILABILITY OF SUITABLE MODE OR TRANSPORTATION TO OTHER COMMUNITY LOCATIONS

1. Do you own a car? Yes No

2. Do you have a valid Florida Driver's License? Yes No

3. Could you drive your car to medical appointments? Yes No

4. Does any member of your household have a car? Yes No

5. Do you live in a facility that provides transportation? Yes No

Name of Doctor / Hospital / Facility Address Phone

SECTION 3 – AVAILABILITY OF FEDERALLY FUNDED OR PUBLIC TRANSPORTATION

1. Do you live on a bus route? Yes No What is the distance to the nearest bus stop? _____

2. Do you have any limitations that would prevent you from using the bus system now? Yes No
 If Yes, please describe: _____

3. Are you enrolled in any other programs that will pay for or provide transportation? Yes No
 If Yes, please describe: _____

SECTION 4 – SPECIAL NEEDS

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

_____ Powered Wheelchair _____ Stretcher _____ Manual Wheelchair _____ Walker
 _____ Cane _____ Respirator _____ Service Animal _____ Personal Care Attendant (PCA)
 _____ Cultural Considerations (Please explain)

Other: _____

SECTION 5 – CERTIFICATION AND ACKNOWLEDGEMENT

I understand and affirm that the information provided in this application for CTD Non-Emergency Transportation services is true and correct, to the best of my knowledge, and will be kept confidential and shared only with medical and transportation professionals involved in evaluating and determining my needs and eligibility for transportation. I understand that providing false or misleading information, or making fraudulent claims, or making false statements on behalf of others constitutes a felony under the laws of the State of Florida

APPLICANT SIGNATURE _____ DATE _____

COMPLIANCE WITH CHAPTER 427, FLORIDA STATUTES

1. Are the Community Transportation Coordinator subcontracts uniform?
 Yes No Not applicable
2. Is the Florida Commission for the Transportation Disadvantaged standard contract utilized?
 Yes No Not applicable
3. Do the contracts include performance standards for the transportation operators and coordination contractors?
 Yes No Not applicable
4. Do the contracts include the proper language concerning payment to subcontractors?
 Yes No Not applicable
5. Were the following items submitted on time?

Annual Operating Report
 Yes No

Memorandum of Agreement
 Yes No

Transportation Disadvantaged Service Rates/Rate Model
 Yes No

Transportation Disadvantaged Trust Fund Grant Application
 Yes No

Other grant applications
 Yes No
6. Does the Community Transportation Coordinator monitor its subcontractors and how often is monitoring conducted?
 Yes No Not applicable
7. Is a written report issued to the operator?
 Yes No Not applicable
8. What type of monitoring does the Community Transportation Coordinator perform on its coordination contractors and how often is it conducted?
Not applicable

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 does not have a contract with the Gilchrist County School Board to use their vehicles.
2. How is the Community Transportation Coordinator using public transportation services in the coordinated system?
Not applicable
3. Is there a goal for transferring passengers from paratransit to transit?
 Yes No Not applicable
4. What are the minimum liability insurance requirements? \$100,000/\$200,000
5. What are the minimum liability insurance requirements in the operator and coordination contracts? Not applicable
6. Does the minimum liability insurance requirements exceed \$1 million per incident?
 Yes No

Standards	Comments
Local toll free phone number must be posted in all vehicles.	Suwannee River Economic Council posts local toll free phone number in all vehicles.
Vehicle Cleanliness	Suwannee River Economic Council cleans all vehicles (interior/exterior) at least once a week.
Passenger/Trip Database	Suwannee River Economic Council maintains a passenger database.
Adequate seating	Suwannee River Economic Council provides adequate seating for all passengers.
Driver Identification	Suwannee River Economic Council requires drivers to identify themselves in a manner that is conducive to communications with specific passengers.
Passenger Assistance	Suwannee River Economic Council 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 complies with Section 287.0585, Florida Statutes.
Transport of Escorts and dependent children policy	Suwannee River Economic Council 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 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 may require medical provider verification for any out of county transportation.
CPR/1st Aid	Suwannee River Economic Council does not require drivers to be trained in CPR. Suwannee River Economic Council requires that all vehicles be equipped with biohazard kits as required by State and Federal regulations.
Driver Criminal Background Screening	Suwannee River Economic Council conducts motor vehicle registration checks on drivers every six months.
Passenger Property	Suwannee River Economic Council 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 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



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): 2016

Certification Year: (Previous): 2015

Name and Address of Bus Transit System: Suwannee River Economic Council, Inc.
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: 1/16/16
(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 Attachment

Name of Qualified Mechanic who Performed Annual Inspections: See Attachment

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



Commission for the Transportation Disadvantaged NET Safety Compliance and Emergency Management Self Certification

THIS CERTIFIES CALENDAR YEAR 2016

DATE: 1/25/2016

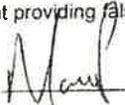
SUBCONTRACTED TRANSPORTATION PROVIDER: SUWANNEE RIVER ECONOMIC COUNCIL, INC.

ADDRESS: PO BOX 70, LIVE OAK, FLORIDA, 32064

In accordance with the Medicaid Non-Emergency Transportation Subcontracted Transportation Provider (STP) Contract with the Commission for the Transportation Disadvantaged, the above STP, hereby certifies to the following:

1. The adoption of a System Safety Program Plan and a Security Program Plan (a.k.a. Emergency Management Plan) based on established standards set forth in *Rule Chapter 14.90, F.A.C.* Such plans ensure the continuation of appropriate services during an emergency, including but not limited to localized acts of nature, accidents, and technological and/or attached-related emergencies, both natural and manmade;
2. Compliance with its adopted System Safety Program Plan and Security Program Plan, including:
 - a. Safety inspections of all service vehicles;
 - b. Applicable Drug and Alcohol procedures, including training and monitoring;
 - c. Driver Training and Monitoring.
3. Compliance with requirement of monitoring subcontracted operators;
4. Compliance with maintenance of support documentation for plans, inspections, training and monitoring, and that said documentation is available upon request by an authorized representative of the Commission or the Agency for Health Care Administration.

I understand that providing false information may result in an unfavorable action by the Commission.

Signature:  _____

Name: MATT PEARSON
(Type or Print)

Title: EXECUTIVE DIRECTOR

ON-SITE OBSERVATION

1. Date of Observation: 8/26/2016
2. Location: SREC Transportation Facility to Starke Dialysis Center
3. Number of Passengers picked up/dropped off:
Ambulatory: 1
Non-Ambulatory 0
4. Was the driver on time?
 Yes
 No If no, how many minutes late/early?
5. Did the driver provide passenger assistance?
 Yes
 No
6. Was the driver wearing identification?
 Yes
 No
7. Did the driver ensure the passengers were properly secured?
 Yes
 No
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?
 Yes
 No
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?
 Yes
 No
10. Did the vehicle have working heat and air conditioning?
 Yes
 No
11. Did the vehicle have two-way communications in good working order?
 Yes
 No
12. If used, was the lift in good working order?
 Yes
 No
 Not Applicable
13. Was there safe and appropriate seating for all passengers?
 Yes
 No
14. Did the driver properly use the lift and secure the passenger?
 Yes
 No
 Not Applicable

PASSENGER SURVEY

1) Where you charged an amount in addition to the passenger fare?

- Yes
 No

2) How often do you use transportation?

- Daily 7 Days/Week
 1-2 Times/Week
 3-5 Times/Week
 Other

3) Have you ever been denied transportation services?

- Yes
 No If no, skip to question # 4

A. How many times in the last 6 months have you been denied transportation services?

- None If none, skip to question # 4
 1-2 Times
 3-5 Times
 6-10 Times

B. What was the reason given for refusing you transportation services?

- Ineligible
 Lack of funds
 Destination outside service area
 Space not available
 Other _____

4) What do you normally use the service for?

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

5) Do you have concerns with your transportation service?

- Yes. If yes, please state or choose problem from below
- | | |
|---|--|
| <input type="checkbox"/> Advance notice | <input type="checkbox"/> Cost |
| <input type="checkbox"/> Pick up times not convenient | <input type="checkbox"/> Late pick up-specify time of wait |
| <input type="checkbox"/> Assistance | <input type="checkbox"/> Accessibility |
| <input type="checkbox"/> Service Area Limits | <input type="checkbox"/> Late return pick up - length of wait |
| <input type="checkbox"/> Drivers - specify | <input type="checkbox"/> Reservations - specify length of wait |
| <input type="checkbox"/> Vehicle condition | <input type="checkbox"/> Other _____ |

No. If no, skip to question # 6

6) On a scale of 1 to 10 (10 being most satisfied) rate the transportation you have been receiving.

10

Additional Comments: None

PASSENGER SURVEY

1) Where you charged an amount in addition to the passenger fare?

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PASSENGER SURVEY

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Additional Comments: None

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| <input type="checkbox"/> Vehicle condition | <input type="checkbox"/> Other _____ |

No. If no, skip to question # 6

6) On a scale of 1 to 10 (10 being most satisfied) rate the transportation you have been receiving.

10

Additional Comments: None

COST

**FLCTD
Annual Operations Report
Section VII: Expense Sources**

County: Gilchrist		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section VII: Financial Data			
2. Expense Sources			
Expense Item	Community Transportation Coordinator	Coordination Contractor	TOTAL EXPENSES
Labor (501):	\$88,242.00	\$0.00	\$88,242.00
Fringe Benefits (502):	\$48,951.00	\$0.00	\$48,951.00
Services (503):	\$16,055.00	\$0.00	\$16,055.00
Materials and Supplies Cons. (504):	\$113,465.00	\$0.00	\$113,465.00
Utilities (505):	\$9,946.00	\$0.00	\$9,946.00
Casualty and Liability (506):	\$12,208.00	\$0.00	\$12,208.00
Taxes (507):	\$49.00	\$0.00	\$49.00
Purchased Transportation Services (508)			
Bus Pass Expenses:	\$0.00	\$0.00	\$0.00
School Bus Expenses:	\$0.00	\$0.00	\$0.00
Other:	\$1,862.00	\$0.00	\$1,862.00
Miscellaneous (509):	\$1,290.00	\$0.00	\$1,290.00
Interest (511):	\$0.00	\$0.00	\$0.00
Leases and Rentals (512):	\$0.00	\$0.00	\$0.00
Annual Depreciation (513):	\$4,149.00	\$0.00	\$4,149.00
Contributed Services (530):	\$12,047.00	\$0.00	\$12,047.00
Allocated Indirect Expenses:	\$0.00	\$0.00	\$0.00
GRAND TOTAL:	\$308,264.00	\$0.00	\$308,264.00

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

No

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

	Low bid
	Requests for qualifications
	Negotiation only

√	Requests for proposals
	Requests for interested parties

COORDINATION

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

Suwannee River Economic Council distributes brochures in the community.

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

Suwannee River Economic Council determines passenger eligibility except for passengers enrolled in 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 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 handles all trip reservations except trip reservations made for trips sponsored by Florida's Managed Medical Care Program..

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

Not applicable.

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

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

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

Not applicable.



October 4, 2016

TO: Gilchrist County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: Rural Area Capital Assistance Program Grant Application

RECOMMENDATION

The Board needs to approve Suwannee River Economic Council's application for Rural Area Capital Assistance Program Grant funds.

BACKGROUND

The Rural Area Capital Assistance Program is administered by the Florida Commission for the Transportation Disadvantaged. Grant funds awarded by this program can be used to address capital transportation needs in rural areas of the State. Eligible applicants are designated Community Transportation Coordinators.

Attached is Suwannee River Economic Council's Rural Area Capital Assistance Program Grant application. If you have any questions concerning this matter, please do not hesitate to contact me.

Attachment

t:\lynn\td2016\gilchrist\memos\racag.docx

EXHIBIT A

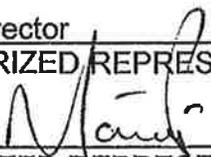
Commission for the Transportation Disadvantaged
Grant Application Form for
the Shirley Conroy Rural Area
Capital Assistance Program Grant

1. DATE SUBMITTED: August 1, 2016
2. LEGAL NAME OF APPLICANT: Suwannee River Economic Council Inc.
3. FEDERAL IDENTIFICATION NUMBER: 59-1101989
4. REMITTANCE ADDRESS: PO Box 70
5. CITY AND STATE: Live Oak, FL ZIP CODE: 32064
6. CONTACT PERSON FOR THIS GRANT: Matt Pearson, Executive Director
7. PHONE NUMBER: 386/362-4115 ext. 223 FAX NUMBER: 386/362-4078
8. E-MAIL ADDRESS: mpearson@suwanneeec.net
9. PROJECT LOCATION [County(ies)]: Dixie, Gilchrist
10. PROPOSED START DATE: February 1, 2017 ENDING DATE: June 30, 2018
11. ESTIMATED PROJECT FUNDING REQUESTED:
Grant Funds \$ 48,000.00
Local \$ REDI
TOTAL \$ 48,000.00

12. I hereby certify that this document has been duly authorized by the governing body of the applicant, and the applicant intends to complete the project, and to comply with any attached assurances if the assistance is awarded.

Matt Pearson, Executive Director

TYPED NAME OF AUTHORIZED REPRESENTATIVE AND TITLE


SIGNATURE OF AUTHORIZED REPRESENTATIVE

August 1, 2016

DATE

13. **Local Coordinating Board Approval**

I hereby certify that this grant has been reviewed in its entirety by the

Dixie and Gilchrist County Coordinating Board.

COORDINATING BOARD CHAIRPERSON'S SIGNATURE

DATE

EXHIBIT B

PROPOSED PROJECT FUNDING

I. Project Description and Cost – Include a copy of the TRIPS vehicle order form used to determine price or quote received for other capital equipment to document cost.

Capital equipment - **Prioritize based on need.**
If vehicle, specify type of vehicle and fuel type
(gas, diesel, alternative)

1.MV1; gas	\$48,000.00
2.	\$
3.	\$

Total Project Cost \$48,000.00

II. Funding Participation

A. Transportation Disadvantaged Trust Funds	(90%) * \$48,000.00
B. Local Match	(10%) * \$REDI
C. Total Project Cost	\$48,000.00

* If REDI, include 100% of the total project cost on the Transportation Disadvantaged Trust Funds line and "REDI" on the Local Match line.

EXHIBIT C

SCOPE

Who:

Suwannee River Economic Council, Inc. currently provides transportation services to the disadvantaged in Dixie and Gilchrist Counties. Over 12,000 trips are expected to be performed in the upcoming year. Many of these riders have no other means of transportation to and from medical facilities. In most cases it is over 70 miles to the nearest medical facility from these rural areas. Many of these riders are elderly and in need of life sustaining treatments. Approval of this grant will ensure the quality of service these people receive will be at a level that is deserved.

What:

SREC, Inc. will use this grant to purchase a smaller MV-1 vehicle for a more efficient and economical mode of transportation when the trip has fewer passengers. Therefore, enhancing the service that so many in Dixie and Gilchrist Counties depend on for the sustaining of life.

Where:

Services will be provided for residents in Dixie and Gilchrist Counties in routes that will take clients to Gainesville, Tallahassee, and other areas that have medical facilities for medical treatment.

When:

SREC, Inc. predicts that the services provided by this grant can begin by February 1, 2017. This will allow time for the new vehicle to be purchased.

How:

This service will be a continuation of the services that are already being provided and therefore should not cause any interruptions of services. The new vehicle that will be obtained through this grant will only enhance the quality of service and ensure the continuation of these services. We are requesting REDI qualification for the local match requirement as both Dixie and Gilchrist counties are located in the North Central region of the Rural Area of Opportunity.

Why:

SREC, Inc. recognizes the need for higher quality yet more efficient transportation service in Dixie and Gilchrist Counties. SREC, Inc. also recognizes that it operates in an extremely rural area with few paved roads and great distances to travel to the nearest medical facilities. Therefore, the needs to continually replace vans is very important to the continued success of the transportation program in Dixie and Gilchrist Counties.

Status of 2014/2015 and 2015/2016 Grants:

SREC, Inc. was awarded \$65,000 through the 2015-2016 grant which was used to purchase a small Cutaway van to replace an existing vehicle that was retired from service in accordance with the Florida Dept. of Transportation regulations. In 2014-2015 we purchased the "Trip Master Enterprise Edition" transportation software by CTS which included a software upgrade and Data Terminals for our drivers. The new system is installed and working, and has already improved the efficiency of daily operations as well as enhanced the service we provide to our passengers in Dixie and Gilchrist counties.

EXHIBIT F

CURRENT VEHICLE INVENTORY FORM

Name of CTC: Suwannee River Economic Council, Inc.

Model Year	Chassis Make And Model	VIN (17-digits)	Maximum Ambulatory/ Maximum Wheelchair Passengers	Average Vehicle Miles Per Year	Current Mileage As Of (Date)	Anticipated Retire Year	Source Funded By
2010*	Chevy Cutaway	1GBJG31K191172261	8+2	21,039	126,231 7/20/16	2015	FDOT 5310
2011	Chevy Cutaway	1GB3G2BG2B1171025	8+2	26,562	132,810 7/20/16	2016	TD-RC
2013	Chevy Cutaway	1GB3G2BG7D1175852	8+2	33,168	99,504 7/20/16	2018	FDOT 5310
2013	Chevy Cutaway	1GB3G2BG2D1175641	8+2	33,583	100,749 7/20/16	2018	TD-RC
2014	Chevy Cutaway	1GB3G2BG6E1174790	8+2	35,266	70,531 7/20/16	2018	TD-RC
2015	Ford Cutaway	1FD4E4FS9FDA35287	12+2	2,669	2,669 7/20/16	2020	FDOT 5339
2015	Ford Cutaway	1FD4E4FS2FDA35292	12+2	1,111	1,111 7/20/16	2020	TD-RC

NOTE: Identify the Vehicle(s) that would be replaced with this or other grants by placing * next to the model year.

2016-17 Shirley Conroy Rural Area Capital Assistance Program Grant Summary

County(ies)	Applicant Name	Agency Type / % Rural Population (2010 Census)	Capital Equipment Requested (Prioritized as listed)	Total Project Cost (100%)	TD Dollar Amount (90% or 100% REDI)	Required Match (10% or 0% REDI)	Staff Notes	Funding	Contingency Funding	Committee Recommended Projects to Fund
Alachua	MV Contract Transportation, Inc.	For Profit 21.2%	1. 23 tablets to be used as mobile data terminals (23 x \$1,086.95 = \$25,000)	\$25,000.00	\$22,500.00	\$2,500.00		\$22,500.00		Fund as requested.
Baker	Baker County Council on Aging, Inc.	Non-Profit 59.5%	1. Two computers with 23-inch monitors (2 x \$747.49 = \$1,494.98) 2. Computer with 40-inch monitor (\$1,010) 3. Three mobile data terminals (3 x \$2,640.31 = \$7,920.93) 4. Post accident investigation software (\$516.95) 5. Twenty rechargeable flashlights (20 x \$98.85 = \$1,977) 6. Laptop (\$699.99) 7. 50-inch television with wall mount (\$674.99)	\$14,294.84	\$14,294.84	\$0.00	Requests REDI match waiver. Last year received \$31,140 in maintenance equipment.		\$10,425.91	Contingency funding of priorities 1, 2, and 3 projects.
Bradford	Suwannee River Economic Council, Inc.	Non-Profit 75.5%	1. One wheelchair accessible expansion vehicle (MV1) (\$50,400)	\$50,400.00	\$50,400.00	\$0.00	Requests REDI match waiver.	\$50,400.00		Fund as requested.
Calhoun	Calhoun County Senior Citizens Association, Inc.	Non-Profit 67.5%	1. One expansion wheelchair accessible mini-van (\$48,139)	\$48,139.00	\$43,325.00	\$4,814.00	Received one vehicle last year (\$63,179).	\$43,325.00		Fund as requested.
Clay	Clay County Council on Aging, Inc.	Non-Profit 15.0%	1. Three replacement vehicles (3 x \$82,982 = \$248,946) 2. Three computers (3 x \$1,051 = \$3,153)	\$252,099.00	\$226,889.10	\$25,209.90	Last year received \$55,808 for two small vehicles.	\$77,521.50		Fund one vehicle and three computers.
Collier	Collier County Board of County Commissioners	Government 8.5%	1. Real time call notification service (\$58,000) 2. Web/mobile customer service application (\$65,040)	\$123,040.00	\$110,736.00	\$12,304.00			\$52,200.00	Contingency funding for priority 1 project.
Columbia/ Hamilton/ Suwannee	Suwannee Valley Transit Authority	Government 69.3%	1. One replacement vehicle (\$81,901) 2. One replacement mini-van (\$23,100)	\$105,001.00	\$105,001.00	\$0.00	Replacing 2006 and 2007 model vehicles. Unknown current mileages. Last year received \$101,683 for one minivan and one vehicle. Requests REDI match waiver.	\$105,001.00		Fund as requested.
Dixie/ Gilchrist	Suwannee River Economic Council, Inc.	Non-Profit 80.5%	1. One wheelchair accessible replacement vehicle (MV1) (\$50,400)	\$50,400.00	\$50,400.00	\$0.00	Replacing a 2010 vehicle with 126,231 miles. Last year received \$65,000 for one vehicle. Requests REDI match waiver.	\$50,400.00		Fund as requested.

2016-17 Shirley Conroy Rural Area Capital Assistance Program Grant Summary

County(ies)	Applicant Name	Agency Type / % Rural Population (2010 Census)	Capital Equipment Requested (Prioritized as listed)	Total Project Cost (100%)	TD Dollar Amount (90% or 100% REDI)	Required Match (10% or 0% REDI)	Staff Notes	Funding	Contingency Funding	Committee Recommended Projects to Fund
Franklin	Gulf County Association for Retarded Citizens, Inc.	Non-Profit 68.0%	1. One replacement wheelchair accessible minivan (\$47,557)	\$47,557.00	\$47,557.00	\$0.00	Requests REDI match waiver.	\$47,557.00		Fund as requested.
Gulf	Gulf County Association for Retarded Citizens, Inc.	Non-Profit 77.1%	1. One replacement wheelchair accessible minivan (\$47,557) 2. One replacement minivan (\$22,007)	\$69,564.00	\$69,564.00	\$0.00	Replacing a 2009 mini-van (140,000 miles) and a 2008 mini-van (150,000+). Last year received \$18,125 for one sedan. Requests REDI match waiver.	\$69,564.00		Fund as requested.
Hardee/ Highlands/ Okeechobee	MV Contract Transportation, Inc.	For Profit 29.2%	1. One replacement wheelchair accessible minivan (\$49,952.70)	\$49,952.70	\$44,957.43	\$4,995.27	Replacing a 2007 mini-van with 243,000 miles. Last year received \$119,742 for two vehicles.	\$44,957.43		Fund as requested.
Hendry/ Glades	Good Wheels, Inc.	Non-Profit 46.0%	1. One replacement vehicle (\$74,320) 2. One replacement vehicle (\$74,320) 3. One expansion vehicle (\$74,320)	\$222,906.00	\$222,906.00	\$0.00	Replacement vehicles: 2007 - 331,723 miles; 2007 - 416,274 miles. Received two vehicles last year (\$141,562). Requests REDI match waiver.	\$222,906.00		Fund two replacement vehicles.
Hernando	Mid Florida Community Services, Inc.	Non-Profit 19.4%	1. Two replacement vehicles (2 x \$99,000 = \$198,000)	\$198,000.00	\$178,200.00	\$19,800.00	Replacing a 2006 vehicle (176,830 miles) and a 2008 vehicle (189,029 miles). Last year received \$62,465 for one vehicle.	\$89,100.00		Fund one vehicle.
Holmes/ Walton/ Washington	Tri-County Community Council, Inc.	Non-Profit 71.6%	1. Two expansion vehicles (2 x \$102,726.75 = \$205,453.50)	\$205,453.50	\$205,453.50	\$0.00	Requests REDI match waiver.	\$102,726.75		Fund one vehicle.
Jackson	Jackson County Transportation	Non-Profit 75.4%	1. One expansion vehicle (\$72,937.20)	\$72,937.20	\$72,937.20	\$0.00	Last year received \$65,664 for one vehicle. Requests REDI match waiver.		\$72,937.20	Contingency fund one vehicle.
Lake	Lake County Board of County Commissioners	Government 19.3%	1. Two replacement vehicles (2 x \$72,718 = \$145,436)	\$145,436.00	\$130,892.40	\$14,543.60	Replacing two 2009 vehicles (242,436 miles and 210,426 miles).	\$130,892.40		Fund as requested.
Levy	Levy County Board of County Commissioners	Government 92.0%	1. One replacement vehicle (\$77,879)	\$77,879.00	\$77,879.00	\$0.00	Replacing a 2009 vehicle with 335,492 miles. Last year received \$73259 for one vehicle. Requests REDI match waiver.	\$77,879.00		Fund as requested.
Liberty	Liberty County Board of County Commissioners	Government 100.0%	1. One expansion vehicle (\$70,898)	\$70,898.00	\$63,808.20	\$7,089.80	Last year received \$40,743 for one mini-van.		\$63,808.20	Contingency fund one vehicle.

2016-17 Shirley Conroy Rural Area Capital Assistance Program Grant Summary										
County(ies)	Applicant Name	Agency Type / % Rural Population (2010 Census)	Capital Equipment Requested (Prioritized as listed)	Total Project Cost (100%)	TD Dollar Amount (90% or 100% REDI)	Required Match (10% or 0% REDI)	Staff Notes	Funding	Contingency Funding	Committee Recommended Projects to Fund
Marion	Marion Senior Services, Inc.	Non-Profit 31.0%	1. Hybrid mobile digital video recording system (\$63,087.98) 2. Two vehicles (2 x \$80,329.20 = \$160,658.40) 3. Three computers (3 x \$1,200 = \$3,600)	\$227,346.38	\$204,611.74	\$22,734.64	Both vehicles would be replacement. (#45 - 2007 - 314,421 miles; #46 - 2007 - 206,650 miles)	\$56,779.18	\$72,296.28	Fund video system. Contingency fund one replacement vehicle.
Monroe	Guidance Care Center, Inc.	Non-Profit 8.7%	1. Fourteen onboard vehicle cameras (\$735 x 14 = \$10,520) 2. Installation of onboard vehicle cameras (2 hours x 14 vehicles x \$98/hour = \$2,744)	\$13,264.00	\$11,938.00	\$1,326.00		\$11,938.00		Fund as requested.
Nassau	Nassau County Council on Aging, Inc.	Non-Profit 48.1%	1. One replacement vehicle (\$93,948) 2. Fifteen vehicle camera systems (15 x \$2,508.46 = \$37,626.85)	\$131,575.00	\$131,575.00	\$0.00	Requests REDI match waiver.	\$131,575.00		Fund as requested.
Okaloosa	Okaloosa County Board of County Commissioners	Government 12.1%	1. Five expansion wheelchair accessible vans/small vehicles (\$70,821 x 5 = \$354,105) 2. Graphics (\$3,000 x 5 = \$15,000)	\$369,105.00	\$332,194.50	\$36,910.50		\$63,730.80		Fund one vehicle, without a wrap.
Polk	Lakeland Area Mass Transit District	Government 13.5%	1. One replacement vehicle (\$122,224)	\$122,224.00	\$110,001.00	\$12,223.00	Receiving vehicles through trip and equipment grant.			Do not fund.
St. Lucie	St. Lucie County Board of County Commissioners	Government 3.4%	1. Simpli Transport Scheduling and Dispatch Software (\$4,800.00) 2. Administrative Support from Software Company (\$500.00) 3. Marketing (\$200.00)	\$5,500.00	\$4,950.00	\$550.00	Applied for by the CTC (county government) for the benefit of the county's Veterans Services Division.			Do not fund.
					\$2,532,970.91	\$165,000.71		\$1,398,753.06	\$271,667.59	

Available Funding = \$1,400,000.00

Remaining Balance = \$1,246.94



October 4, 2016

TO: Gilchrist County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 2015-2016 Annual Operations Report

RECOMMENDATION

Review the 2015/2016 Annual Operations Report.

BACKGROUND

Suwannee River Economic Council is required to submit an annual operations report to the Florida Commission for the Transportation Disadvantaged by September 15 of each year. Attached is the Fiscal Year 2015-2016 Annual Operations Report for Gilchrist County.

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

Attachment

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FLCTD

Annual Operations Report

Section I: Face Sheet

County: Gilchrist	Fiscal Year: July 1, 2015 - June 30, 2016
Status: Submitted to FLCTD	
Report Date:	08/31/2016
Period Covered:	July 1, 2015 - June 30, 2016
Coordinator's Name:	Suwannee River Economic Council, Inc.
Address:	P.O. Box 70
City:	Live Oak
Zip Code:	32064
Service Area:	Gilchrist
Contact Person:	Matt Pearson
Title:	Executive Director
Phone:	(386) 362 - 4115
Fax:	(386) 362 - 4078
Email:	mpearson@suwanneec.net
Network Type:	Partial Brokerage
Organization Type:	Private Non-Profit
CTC Certification:	
<p>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.</p>	
CTC Representative (signature)	

LCB Statement:	
<p>I, _____, as the local Coordinating Board Chairperson, hereby, certify in accordance with Rule 41-2.007(7) F.S. that the local Coordinating Board has reviewed this report and the Planning Agency has received a copy.</p>	
LCB Signature	

FLCTD
Annual Operations Report
Section II: General Info

County: Gilchrist

Fiscal Year: July 1, 2015 - June 30, 2016

Status: Submitted to FLCTD

Section II: Coordinated System General Information

1. Provider Listing (include the CTC, if the CTC provides transportation services)

Number of Private Non-Profits: 1

Number of Private For-Profits: 0

Public Entities:

School Board: 0

Municipality: 0

County: 0

Transit Authority: 0

Other: 0

Total: 1

2. How many of the providers listed in 1 are coordination contractors?

0

FLCTD
Annual Operations Report
Section III: Passenger Trip Info

County: Gilchrist		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section III: Passenger Trip Information			
1a. One-Way Passenger Trips			
Type of Service	Service Area		Total
	Within	Outside	
Fixed Route/Fixed Schedule			
Daily Trip Tickets	0	0	0
Weekly Passes	0	0	0
Monthly Passes	0	0	0
Deviated Fixed Route Service	0	0	0
Paratransit			
Ambulatory	1071	2265	3336
Non-Ambulatory	627	298	925
Stretcher	2	0	2
Other Services			
School Board Trips	0	0	0
Total Trips	1700	2563	4263
1b. How many of the total trips were provided by contracted transportation providers (do not include the CTC, if the CTC provides transportation services)?			0
1c. How many of the total trips were provided by coordination contractors?			0
2. One-Way Trips by Funding Source			
Agency for Health Care Administration			1065
Agency for Persons with Disabilities			0
Agency for Workforce Innovation			0
Commission for the Transportation Disadvantaged			3197
Department of Children and Families			0
Department of Community Affairs			0
Department of Education			0
Department of Elder Affairs			0
Department of Health			0

Department of Juvenile Justice	0
Florida Department of Transportation	0
Local Government	0
Local Non-Government	1
Other Federal Programs	0
Total:	4263
3. One-Way Trips by Passenger Type	
Was this information obtained by sampling?	yes
Elderly	
Low Income:	1838
Disabled:	263
Low Income and Disabled:	283
Other:	0
Children	
Low Income:	303
Disabled:	60
Low Income and Disabled:	0
Other:	0
Other	
Low Income:	1268
Disabled:	100
Low Income and Disabled:	148
Other:	0
Total:	4263
4. One-Way Passenger Trips - by Purpose	
Was this information obtained by sampling?	yes
Medical Purpose	4161
Employment Purpose	0
Education/Training/Daycare Purpose	0
Nutritional Purpose	0
Life-Sustaining/Other Purpose	102
Total:	4263
5. Unduplicated Passenger Head Count	
5a. Paratransit/Deviated Fixed Route/ School Brd	356

5b. Fixed Route	0
Total:	356
6. Number of Unmet Trip Requests	
	0
Unmet Trip Requests by Type of Trip	
Unmet Medical	0
Unmet Employment	0
Unmet Education/Training/Daycare	0
Unmet Nutritional	0
Unmet Life-Sustaining/Other	0
Reason Trip was Denied (Optional)	
Lack of Funding:	0
Lack of Vehicle Availability:	0
Lack of Driver Availability:	0
Other:	0
7.) Number of Passenger No-shows	
	13
Passenger No-Shows by Funding Source (optional)	
CTD:	0
AHCA:	0
AWI:	0
DCF:	0
APD:	0
DOE:	0
DOEA:	0
Other:	0
8. Complaints	
Complaints by Service	0
Complaints by Policy	0
Complaints by Vehicle	0
Complaints by Other	0
Complaint Total:	0
9. Commendations	
Commendations by CTC	0

Commendations by Transportation Providers	0
Commendations by Coordination Contractors	0
Total Commendations:	0

FLCTD
Annual Operations Report
Section IV: Vehicle Info

County: Gilchrist		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section IV: Vehicle Information			
1. Mileage Information			
	Vehicle Miles		Revenue Miles
CTC:	66391		55779
Transportation Providers:	0		0
Coordination Contractors:	0		0
School Bus Utilization Agreement:	0		0
Total:	66391		55779
2. Roadcalls			
	1		
3. Accidents			
	Chargeable		Non-Chargeable
Total Accidents Person Only:	0		0
Total Accidents Vehicle Only:	0		0
Total Accidents Person & Vehicle:	0		0
Total Accidents:	0		0
Grand Total:	0		
4. Total Number of Vehicles			
	10		
		Count	Percentage
a. Total vehicles that are wheelchair accessible:		9	90.00%
b. Total vehicles that are stretcher equipped:		1	10.00%

FLCTD
Annual Operations Report
Section V: Employee Info

County: Gilchrist		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section V: Employee Information			
1. CTC and Transportation Provider Employee Information			
			Hours
Full-Time Drivers	3		4963
Part-Time Drivers	1		1100
Volunteer Drivers	0		0
Total Hours:			6063
Maintenance Employees	0		
Dispatchers	1		
Schedulers	0		
Call Intake/Reserv./Cust. Serv.	0		
Other Operations Employees	0		
			Hours
Other Volunteers	0		0
Administrative Support	0		
Management Employees	1		
Total	6		
2. Coordination Contractors Employee Information			
			Hours
Full-Time Drivers	0		0
Part-Time Drivers	0		0
Volunteer Drivers	0		0
Total Hours:			0
Maintenance Employees	0		
Dispatchers	0		
Schedulers	0		
Call Intake/Reserv./Cust. Serv.	0		

Other Operations Employees	0	
		Hours
Other Volunteers	0	0
Administrative Support	0	
Management Employees	0	
Total	0	
		TOTAL HOURS: 6063

FLCTD
Annual Operations Report
Section VI: Revenue Sources

County: Gilchrist		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section VI: Financial Data			
1. Detailed Revenue and Trips Provided by Funding Source			
Revenue Source	CTC and Transportation Providers	Coordination Contractors	TOTAL REVENUES
Agency for Health Care Administration			
Medicaid Non-Emergency	\$34,869.00	\$0.00	\$34,869.00
Medicaid Non-Emergency (under fixed fee service with AHCA)	\$0.00	\$0.00	\$0.00
Agency for Persons with Disabilities			
Comm Care for Dis Adults/Aging & Adult Services	\$0.00	\$0.00	\$0.00
Developmental Services	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Agency for Workforce Innovation			
WAGES/Workforce Board	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Commission for the Transportation Disadvantaged			
Non-Sponsored Trip Program	\$108,424.00	\$0.00	\$108,424.00
Non-Sponsored Cap. Equip.	\$0.00	\$0.00	\$0.00
Rural Capital Equip.	\$65,000.00	\$0.00	\$65,000.00
TD Other (specify)	\$0.00	\$0.00	\$0.00
Department of Children and Families			
Alcohol, Drug Abuse & Mental Health Program	\$0.00	\$0.00	\$0.00
Family Safety & Preservation	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Community Affairs			
Community Services	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Education			
Carl Perkins Vocational Ed. Act	\$0.00	\$0.00	\$0.00
Division of Blind Services	\$0.00	\$0.00	\$0.00

Vocational Rehabilitation	\$0.00	\$0.00	\$0.00
Day Care Programs	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Elder Affairs			
Older Americans Act	\$0.00	\$0.00	\$0.00
Community Care for the Elderly	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Health			
Children's Medical Services	\$0.00	\$0.00	\$0.00
Office of Disability Deter.	\$0.00	\$0.00	\$0.00
County Public Health Unit	\$0.00	\$0.00	\$0.00
Other (specify)	\$0.00	\$0.00	\$0.00
Department of Juvenile Justice			
(specify)	\$0.00	\$0.00	\$0.00
Department of Transportation			
49 USC 5307 (Section 9)	\$0.00	\$0.00	\$0.00
49 USC 5310 (Section 16)	\$0.00	\$0.00	\$0.00
49 USC 5311 (Section 18)	\$85,604.00	\$0.00	\$85,604.00
490USC 5311(f) (Section 18i)	\$0.00	\$0.00	\$0.00
Block Grant	\$0.00	\$0.00	\$0.00
Service Development	\$0.00	\$0.00	\$0.00
Commuter Assistance Program	\$0.00	\$0.00	\$0.00
Other DOT (Specify)	\$0.00	\$0.00	\$0.00
Local Government			
School Board Service	\$0.00	\$0.00	\$0.00
Complementary ADA Service	\$0.00	\$0.00	\$0.00
County Cash	\$0.00	\$0.00	\$0.00
County In-Kind	\$0.00	\$0.00	\$0.00
City Cash	\$0.00	\$0.00	\$0.00
City In-Kind	\$0.00	\$0.00	\$0.00
Other Cash (specify)	\$0.00	\$0.00	\$0.00
Other In-Kind (specify)	\$0.00	\$0.00	\$0.00
Local Non-Government			
Farebox	\$0.00	\$0.00	\$0.00
Donations, Contributions	\$0.00	\$0.00	\$0.00
In-Kind Services	\$0.00	\$0.00	\$0.00
Other Non-Government	\$18,906.00	\$0.00	\$18,906.00
Other Federal or State Programs			

(specify)	\$0.00	\$0.00	\$0.00
(specify)	\$0.00	\$0.00	\$0.00
(specify)	\$0.00	\$0.00	\$0.00
GRAND TOTAL:			
	\$312,803.00	\$0.00	\$312,803.00

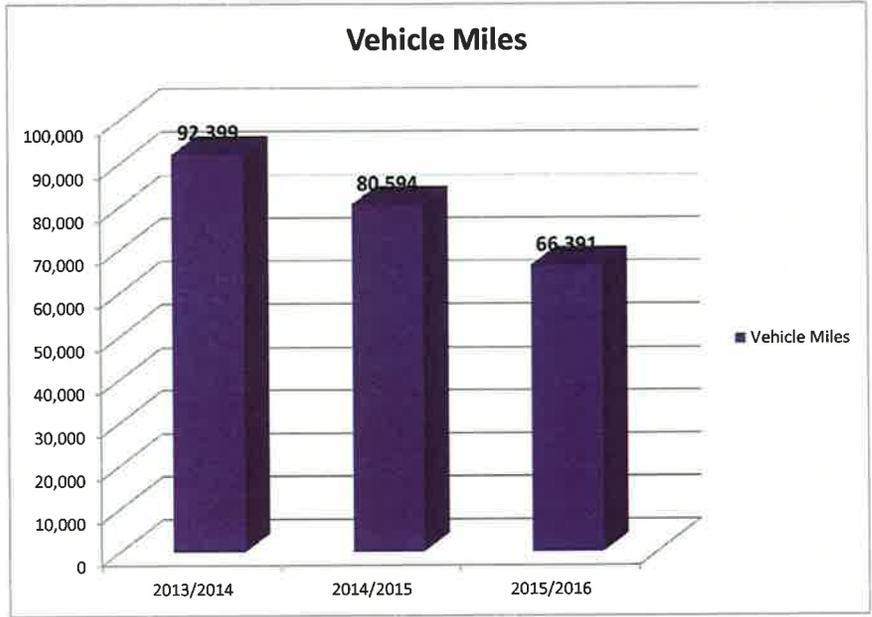
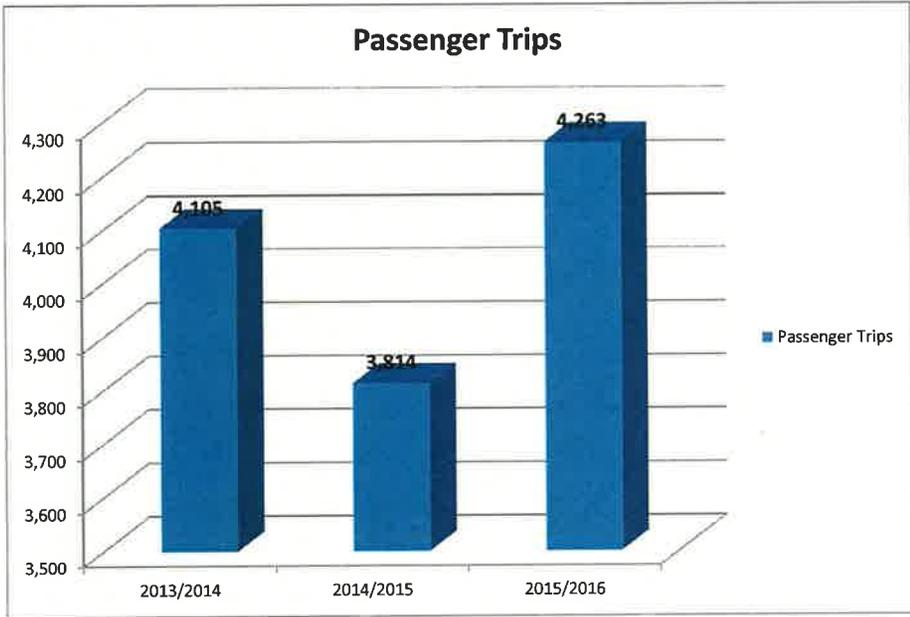
FLCTD
Annual Operations Report
Section VII: Expense Sources

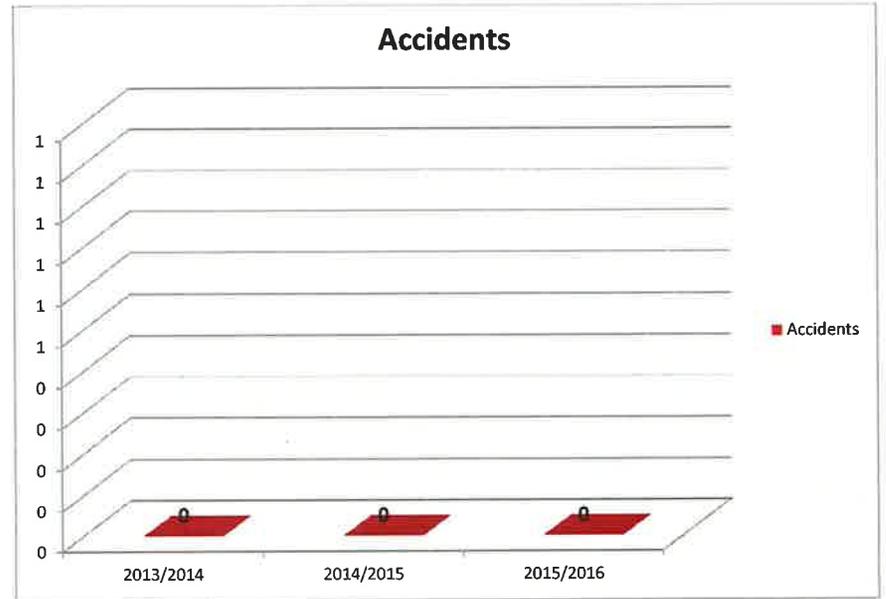
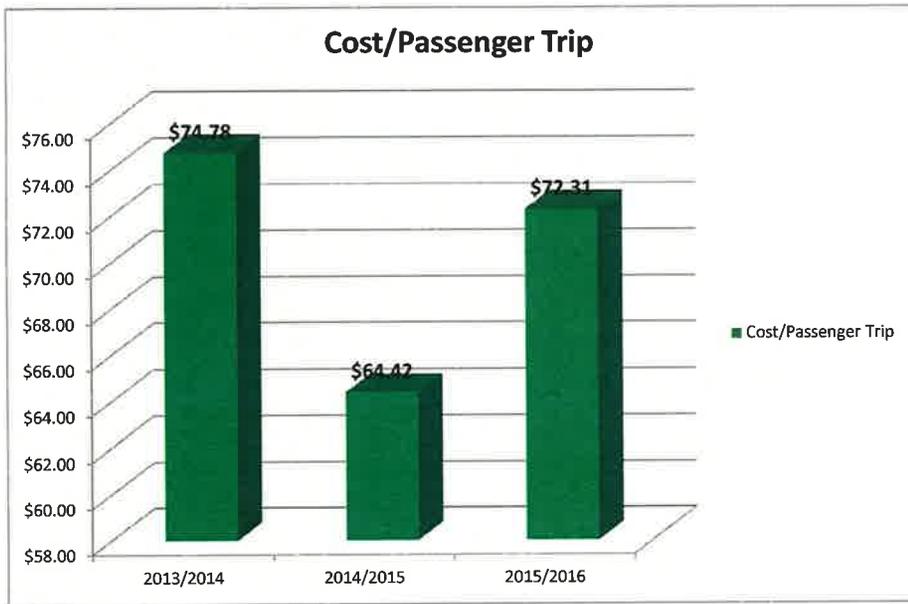
County: Gilchrist		Fiscal Year: July 1, 2015 - June 30, 2016	
Status: Submitted to FLCTD			
Section VII: Financial Data			
2. Expense Sources			
Expense Item	Community Transportation Coordinator	Coordination Contractor	TOTAL EXPENSES
Labor (501):	\$88,242.00	\$0.00	\$88,242.00
Fringe Benefits (502):	\$48,951.00	\$0.00	\$48,951.00
Services (503):	\$16,055.00	\$0.00	\$16,055.00
Materials and Supplies Cons. (504):	\$113,465.00	\$0.00	\$113,465.00
Utilities (505):	\$9,946.00	\$0.00	\$9,946.00
Casualty and Liability (506):	\$12,208.00	\$0.00	\$12,208.00
Taxes (507):	\$49.00	\$0.00	\$49.00
Purchased Transportation Services (508)			
Bus Pass Expenses:	\$0.00	\$0.00	\$0.00
School Bus Expenses:	\$0.00	\$0.00	\$0.00
Other:	\$1,862.00	\$0.00	\$1,862.00
Miscellaneous (509):	\$1,290.00	\$0.00	\$1,290.00
Interest (511):	\$0.00	\$0.00	\$0.00
Leases and Rentals (512):	\$0.00	\$0.00	\$0.00
Annual Depreciation (513):	\$4,149.00	\$0.00	\$4,149.00
Contributed Services (530):	\$12,047.00	\$0.00	\$12,047.00
Allocated Indirect Expenses:	\$0.00	\$0.00	\$0.00
GRAND TOTAL:	\$308,264.00	\$0.00	\$308,264.00

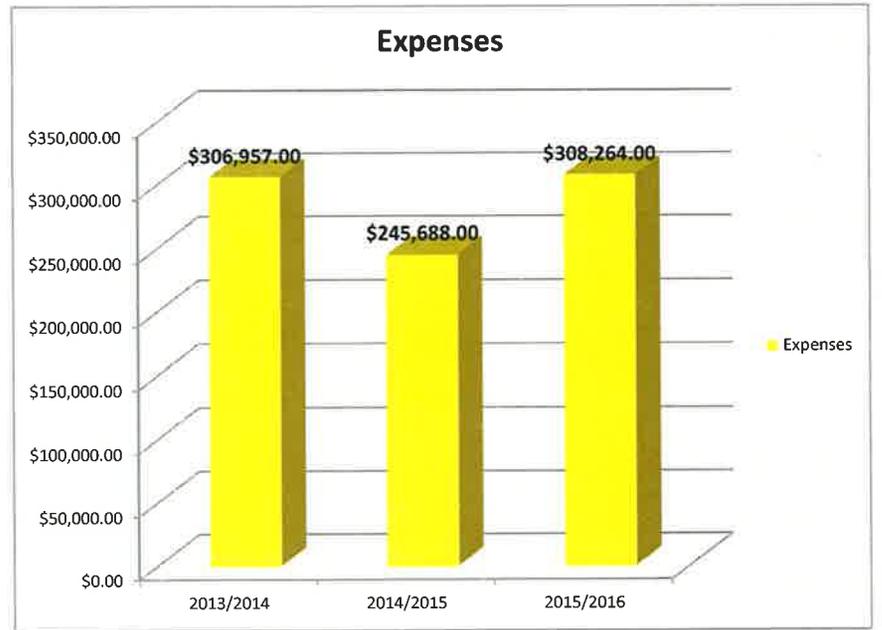
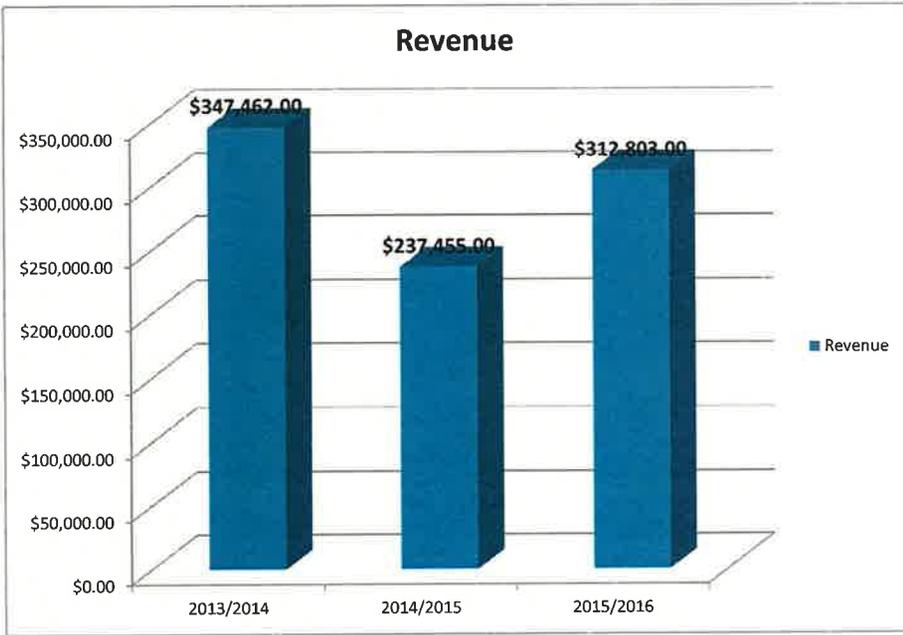
PERFORMANCE TRENDS - GILCHRIST COUNTY

PERFORMANCE STANDARD	MEASURE	Fiscal Year 2013/2014	Fiscal Year 2014/2015	Fiscal Year 2015/2016	Percent Change 2014/2015 - 2015/2016
TOTAL SERVICE	Passenger Trips	4,105	3,814	4,263	11%
	Ambulatory Trips	3,190	1,761	3,336	47%
	Non-Ambulatory Trips	889	828	925	10%
	Stretcher Trips	26	2	2	0%
	Revenue Vehicle Miles	80,114	69,669	55,779	-25%
	Vehicle Miles	92,399	80,594	66,391	-21%
	Driver Hours	6,184	5,751	6,063	5%
SERVICE EFFECTIVENESS	Passenger Trips/Revenue Vehicle Mile	0.05	0.05	0.08	28%
	Passenger Trips/Vehicle Mile	0.04	0.05	0.06	26%
	Passenger Trips/Driver Hour	0.66	0.66	0.70	6%
COST EFFECTIVENESS & EFFICIENCY	Revenue	\$347,462.00	\$237,455.00	\$312,803.00	24%
	Expenses	\$306,957.00	\$245,688.00	\$308,264.00	20%
	Cost/Passenger Trip	\$74.78	\$64.42	\$72.31	11%
	Cost/Revenue Vehicle Mile	\$3.83	\$3.53	\$5.53	36%
	Cost/Vehicle Mile	\$3.32	\$3.05	\$4.64	34%
	Cost/Vehicle	\$34,106.33	\$24,568.80	\$30,826.40	20%
	Cost/Driver Hour	\$49.64	\$42.72	\$50.84	16%
VEHICLE UTILIZATION	Vehicles	9	10	10	0%
	Revenue Vehicle Miles Per Trip	20	18	13	-40%
	Passenger Trips/Vehicles	456	381	426	11%
	Vehicle Miles/Vehicle	10,267	8,059	6,639	-21%
	Revenue Vehicle Miles/Vehicle	8,902	6,967	5,578	-25%
SAFETY	Accidents	0	0	0	#DIV/0!
	Accidents/100,000 Miles	0	0	0	#DIV/0!
SERVICE AVAILABILITY	Average Vehicle Miles Between Roadcalls	98,312	80,594	66,391	-21%
	Roadcalls	1	1	1	0%
	Unmet Trip Requests	0	0	0	#DIV/0!
	Passenger No Shows	13	12	13	8%

Source - Annual Operating Reports









October 4, 2016

TO: Gilchrist County Transportation Disadvantaged Coordinating Board
FROM: Lynn Godfrey, AICP, Senior Planner
SUBJECT: 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 2016 Operations Report;
2. Fiscal Year 2015/16 Transportation Disadvantaged Trust Fund Status Report;
3. Fiscal Year 2016/17 Transportation Disadvantaged Trust Fund Status Report;
4. April - June 2016 Complaint/Commendation Report; and
5. April - June 2016 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
JANUARY - MARCH 2016**

OPERATING DATA	OPERATOR	TOTAL
	Suwannee River Economic Council	
NUMBER OF INVOICED TRIPS	1,143	1,143
Aging Program - Title III-B	0	0
Florida Transportation Disadvantaged Program	869	869
Florida Managed Medical Care Program (Medicaid)	274	274
TOTAL VEHICLE MILES	18,120	18,120
TOTAL REVENUE VEHICLE MILES	15,223	15,223
TOTAL VEHICLE HOURS	1,007	1,007
TOTAL DOLLARS INVOICED	\$53,188.31	\$53,188.31
Aging Program - Title III-B	\$0.00	\$0.00
Florida Transportation Disadvantaged Program	\$35,791.61	\$35,791.61
Florida Managed Medical Care Program (Medicaid)	\$17,396.70	\$17,396.70
AVERAGE COST PER TRIP	\$46.53	\$46.53
Aging Program - Title III-B	#DIV/0!	#DIV/0!
Florida Transportation Disadvantaged Program	\$41.19	\$41.19
Florida Managed Medical Care Program (Medicaid)	\$63.49	\$63.49
AVG. COST PER VEHICLE MILE	\$2.94	\$2.94
AVG. COST PER REVENUE VEHICLE MILE	\$3.49	\$3.49
AVG. COST PER VEHICLE HOUR	\$52.82	\$52.82
TRIP PURPOSE*	-	-
Medical	1,143	1,143
Employment	0	0
Education/Training	0	0
Shopping	0	0
Meal Site	0	0
Recreation	0	0
NUMBER OF TRIPS DENIED	0	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	84	84
% OF SINGLE PASSENGER TRIPS	7%	7%
NUMBER OF ACCIDENTS	0	0
NUMBER OF VEHICLES	6	6
AVERAGE TRIPS PER VEHICLE	191	191
AVERAGE MILES PER TRIP	16	16
NUMBER OF ROADCALLS	0	0

**QUARTERLY OPERATING REPORT
GILCHRIST COUNTY
JANUARY - MARCH 2015**

OPERATING DATA	TOTAL
NUMBER OF INVOICED TRIPS	617
FCTD Medicaid	0
Title III-B	51
TD Trust Fund	426
HMO Medicaid	140
TOTAL VEHICLE MILES	11,593
TOTAL REVENUE VEHICLE MILES	10,481
TOTAL VEHICLE HOURS	554
TOTAL DOLLARS INVOICED	\$23,525.93
FCTD Medicaid	\$0.00
Title III-B	\$789.48
TD Trust Fund	\$14,984.95
HMO Medicaid	\$7,751.50
AVERAGE COST PER TRIP	\$38.13
FCTD Medicaid	#DIV/0!
Title III-B	\$15.48
TD Trust Fund	\$35.18
HMO Medicaid	\$55.37
AVG. COST PER VEHICLE MILE	\$2.03
AVG. COST PER REVENUE VEHICLE MILE	\$2.24
AVG. COST PER VEHICLE HOUR	\$42.47
TRIP PURPOSE*	-
Medical	566
Employment	0
Education/Training	0
Shopping	0
Meal Site	51
Recreation	0
NUMBER OF TRIPS DENIED	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	42
% OF SINGLE PASSENGER TRIPS	7%
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	9
AVERAGE TRIPS PER VEHICLE	69
AVERAGE MILES PER TRIP	19
NUMBER OF ROADCALLS	0

**QUARTERLY OPERATING REPORT
GILCHRIST COUNTY
APRIL - JUNE 2016**

OPERATING DATA	Suwannee River Economic Council	TOTAL
NUMBER OF INVOICED TRIPS	1,043	1,043
Aging Program - Title III-B	0	0
Florida Transportation Disadvantaged Program	838	838
Florida Managed Medical Care Program (Medicaid)	205	205
TOTAL VEHICLE MILES	16,534	16,534
TOTAL REVENUE VEHICLE MILES	13,891	13,891
TOTAL VEHICLE HOURS	919	919
TOTAL DOLLARS INVOICED	\$60,761.36	\$60,761.36
Aging Program - Title III-B	\$0.00	\$0.00
Florida Transportation Disadvantaged Program	\$27,986.46	\$27,986.46
Florida Managed Medical Care Program (Medicaid)	\$32,774.90	\$32,774.90
AVERAGE COST PER TRIP	\$58.26	\$58.26
Aging Program - Title III-B	#DIV/0!	#DIV/0!
Florida Transportation Disadvantaged Program	\$33.40	\$33.40
Florida Managed Medical Care Program (Medicaid)	\$159.88	\$159.88
AVG. COST PER VEHICLE MILE	\$3.67	\$3.67
AVG. COST PER REVENUE VEHICLE MILE	\$4.37	\$4.37
AVG. COST PER VEHICLE HOUR	\$66.12	\$66.12
TRIP PURPOSE*	-	-
Medical	1,043	1,043
Employment	0	0
Education/Training	0	0
Shopping	0	0
Meal Site	0	0
Recreation	0	0
NUMBER OF TRIPS DENIED	0	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	47	47
% OF SINGLE PASSENGER TRIPS	5%	5%
NUMBER OF ACCIDENTS	0	0
NUMBER OF VEHICLES	7	7
AVERAGE TRIPS PER VEHICLE	149	149
AVERAGE MILES PER TRIP	16	16
NUMBER OF ROADCALLS	0	0

**QUARTERLY OPERATING REPORT
GILCHRIST COUNTY
APRIL - JUNE 2015**

OPERATING DATA	TOTAL
NUMBER OF INVOICED TRIPS	1,094
Aging Program - Title III-B	0
Florida Transportation Disadvantaged Program	794
Florida Managed Medical Care Program (Medicaid)	300
TOTAL VEHICLE MILES	17,343
TOTAL REVENUE VEHICLE MILES	14,571
TOTAL VEHICLE HOURS	964
TOTAL DOLLARS INVOICED	\$54,099.69
Aging Program - Title III-B	\$0.00
Florida Transportation Disadvantaged Program	\$39,012.29
Florida Managed Medical Care Program (Medicaid)	\$15,087.40
AVERAGE COST PER TRIP	\$49.45
Aging Program - Title III-B	#DIV/0!
Florida Transportation Disadvantaged Program	\$49.13
Florida Managed Medical Care Program (Medicaid)	\$50.29
AVG. COST PER VEHICLE MILE	\$3.12
AVG. COST PER REVENUE VEHICLE MILE	\$3.71
AVG. COST PER VEHICLE HOUR	\$56.12
TRIP PURPOSE*	-
Medical	1,094
Employment	0
Education/Training	0
Shopping	0
Meal Site	0
Recreation	0
NUMBER OF TRIPS DENIED	0
NUMBER OF SINGLE PASSENGER TRIPS PROVIDED	42
SINGLE PASSENGER TRIPS	4%
NUMBER OF ACCIDENTS	0
NUMBER OF VEHICLES	9
AVERAGE TRIPS PER VEHICLE	122
AVERAGE MILES PER TRIP	16
NUMBER OF ROADCALLS	0

CTC: Suwannee River Economic Council
 Rates Charged to TD Trust Fund:
 Ambulatory: \$1.67 per passenger mile
 Wheelchair: \$2.87 per passenger mile
 Stretcher: \$5.97 per passenger mile

**2015-2016 TRANSPORTATION DISADVANTAGED TRUST FUND SUMMARY
 GILCHRIST COUNTY**

MONTH/YEAR	CONTRACT AMOUNT	TOTAL DOLLARS SPENT	STATE FUNDS SPENT 90%	LOCAL MATCH 10%	TOTAL AMOUNT REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-15	\$120,471.00	\$9,724.72	\$8,752.25	\$972.47	\$110,746.28	265	\$36.70
Aug-15	-	\$9,278.50	\$8,350.65	\$927.85	\$101,467.78	282	\$32.90
Sep-15	-	\$9,012.02	\$8,110.82	\$901.20	\$92,455.76	251	\$35.90
Oct-15	-	\$11,132.58	\$10,019.32	\$1,113.26	\$81,323.18	291	\$38.26
Nov-15	-	\$5,632.18	\$5,068.96	\$563.22	\$75,691.00	191	\$29.49
Dec-15	-	\$8,588.46	\$7,729.61	\$858.85	\$67,102.54	215	\$39.95
Jan-16	-	\$10,739.11	\$9,665.20	\$1,073.93	\$56,363.43	282	\$38.08
Feb-16	-	\$14,026.03	\$12,623.43	\$1,402.60	\$42,337.40	299	\$46.91
Mar-16	-	\$12,220.47	\$10,998.42	\$1,222.05	\$30,116.93	294	\$41.57
Apr-16	-	\$10,038.88	\$9,034.99	\$1,003.89	\$20,078.05	314	\$31.97
May-16	-	\$10,038.70	\$9,034.83	\$1,003.87	\$10,039.35	280	\$35.85
Jun-16	-	\$10,040.17	\$9,036.15	\$1,004.02	(\$0.82)	254	\$39.53
TOTAL	-	\$120,471.82	\$108,424.63	\$12,047.21	-	3,218	\$37.44

Suwannee River Economic Council

Rates:

Ambulatory: \$1.71 per passenger mile

Wheelchair: \$2.93 per passenger mile

Stretcher: \$6.11 per passenger mile

**2016-2017 TRANSPORTATION DISADVANTAGED TRUST FUND SUMMARY
GILCHRIST COUNTY**

MONTH/YEAR	CONTRACT AMOUNT	TOTAL DOLLARS SPENT	STATE FUNDS SPENT 90%	LOCAL MATCH 10%	TOTAL AMOUNT REMAINING	NUMBER OF TRIPS	AVERAGE COST PER TRIP
Jul-16	\$133,695.00	\$11,140.51	\$10,026.46	\$1,114.05	\$122,554.49	303	\$36.77
Aug-16	-				#VALUE!		#DIV/0!
Sep-16	-				#VALUE!		#DIV/0!
Oct-16	-				#VALUE!		#DIV/0!
Nov-16	-				#VALUE!		#DIV/0!
Dec-16	-				#VALUE!		#DIV/0!
Jan-17	-				#VALUE!		#DIV/0!
Feb-17	-				#VALUE!		#DIV/0!
Mar-17	-				#VALUE!		#DIV/0!
Apr-17	-				#VALUE!		#DIV/0!
May-17	-				#VALUE!		#DIV/0!
Jun-17	-				#VALUE!		#DIV/0!
TOTAL	-	\$11,140.51	\$10,026.46	\$1,114.05	-	303	\$36.77

**GILCHRIST COUNTY
SERVICE COMPLAINTS/COMMENDATIONS
APRIL - JUNE 2016**

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

**GILCHRIST COUNTY
UNMET TRANSPORTATION NEEDS
APRIL - JUNE 2016**

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



Connecting People to People



What is Florida Relay?

Florida Relay is a service provided 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. Through the use of highly trained Operators, calls can be made 24/7, 365 days a year allowing our Florida residents who are in need of Relay services to connect and communicate with anyone at any time.

All calls remain confidential, and no records of conversations are ever maintained.

What are the benefits of using Florida Relay?

Florida Relay Service uses state-of-the-art technology to bring relay services to users. The following features and performance standards are available at all times.

- Store and refer back to information such as frequently dialed numbers, preferred call type, and long distance carrier
- Utilize a wide array of technologies, such as teletypewriters (TTYs), Voice Carry-Over (VCO) and Hearing Carry-Over (HCO)
- Retrieve voicemail and answering machine messages
- Redial last number called
- Work with sensitive and well-trained Relay Operators who handle each call with complete confidentiality
- The Relay Service routinely monitors performance to ensure continuous high quality services.
- Florida Relay offers services in Spanish, Spanish to English translation, and French.

How do I start using Florida Relay? Dial 7-1-1

7-1-1 is a simple, free, easy-to-remember number to access Florida Relay services. The Florida Relay Service, provided through a contract with Sprint, is used to assist communications between people who use text telephones (TTYs) and people who use voice telephones. Specially trained operators facilitate communications between the two callers. Every call is handled in strict confidence.

A person who is deaf, hard of hearing, deaf-blind, or speech-disabled uses a TTY to type his/her conversation to the relay operator who then reads the typed conversation to a hearing person. The Relay Operator relays the hearing person's spoken words by typing them back to the TTY user.

7-1-1 is easier to dial and remember than the typical 800 numbers for relay access. It creates a more user-friendly environment for less experienced users, such as businesses and friends or family members of TTY users. 7-1-1 is NOT an emergency code and should not be confused with 9-1-1. HOWEVER, if you use a TTY and cannot obtain emergency services through 9-1-1, you may call 7-1-1 and tell the Relay Operator you have an emergency. The operator will then voice your emergency to the appropriate authorities.

The simplest way to access the variety of Florida Relay services available is to Dial 7-1-1.

Just follow these simple steps:

1. Dial 7-1-1 (or the Florida Relay toll-free number appropriate for you specific call listed below)
2. A specially trained Florida Relay Operator will answer and identify themselves by their Operator number.
3. Give the Operator the phone number of the person you are calling.
4. The operator will connect you with the person you are calling and will assist you with communication.

NOTE: If the phone from which you are calling does not accept 7-1-1, we have a list of dedicated toll free numbers for each call-type that you can utilize for the same great service!

TTY	800-955-8771	If you are using TTY equipment.
Voice	800-955-8770	If you are a standard (voice) user, and are trying to connect with a Relay user.
ASCII	800-955-1339	If you are utilizing a computer.
Voice Carry Over (VCO)	877-955-8260	If you prefer to speak directly to the hearing person. When the hearing person speaks to you, the Relay Operator serves as your "ears" and types everything said to your TTY or VCO phone.
Speech to Speech (STS)	877-955-5334	If you have a speech disability and would prefer to have our specially trained Relay Operators serve as your voice and repeat your responses to the called party.

Video Assisted STS	877-955-5334	Video-Assisted STS supports a one-way video call between the CA and STS user. The video connection assists the CA in understanding the STS user's speech. Callers can enter contact information in the STS Profile to reduce set-up time. In order to use Video-Assisted STS, please inform the Operator after dialing the toll free number that you would like to utilize Video-Assisted STS. You can make this request before or during the call. You may also add this to your customer profile if you would prefer Video-Assisted STS on all calls.
Spanish to Spanish	877-955-8773	If you prefer to conduct your conversations in Spanish.
Spanish to English Translation	844-463-9710	If your primary language is Spanish, however your caller is an English speaker. Our Relay Operators are able to translate your conversation into English.
French to French	877-955-8707	If you prefer to conduct your conversation using the French language
900 Pay Per Call	900-230-6868	With Pay per calls the Relay user is responsible for direct billing. Rates vary depending on the service called.

Florida Relay Customer Profile

With Florida Relay you are able to fill out your own customer profile. This allows us to store your call preferences, and expedites call processing. Some items you can add to your profile include:

- Frequently dialed numbers
- Emergency numbers
- Preferred carrier of choice
- Customer notes
- Other personal preferences

The relay user will have the flexibility of updating their user preferences as needed. User information is confidential and secure. To complete a Relay Customer Profile form [click here](#).

If you need help completing this e-form, please contact Florida Customer Service 866-462-6509 (Voice/TTY), 800-855-2886 (Spanish), 866-931-9027 (VCO) or 877-877-3291 (Fax). All the information you provide will be kept confidential. For additional customer service contact information please see below.

Spanish Relay

Florida Relay makes it easy for Spanish and English-speaking Florida Relay users to call one another by phone. All call types processed through Florida Relay are also available in Spanish. This includes TTY, VCO, HCO, and STS.

In addition to Spanish-to-Spanish relay, Florida Relay also offers English-to-Spanish and Spanish-to-English translation 24/7 365 days a year. In order for a Relay call to be translated, callers must request a Spanish CA when dialing 711 or dial the Florida Relay Spanish number directly at (877) 955-8773.

Emergency Assistance

- In case of an emergency, Relay users should call 9-1-1 directly or the emergency services center in their community.
- If a relay user attempts to dial 9-1-1 through the Florida Relay Service the Relay Operator will transfer the call to the nearest Public Safety Answering Point (PSAP). However, please remember: calls placed directly to emergency service 9-1-1 will save valuable time in urgent situations.

Customer Service

Florida Relay customer service is available 24 hours a day 365 days a year. If you have problems placing your Relay call please use the contact information below:

English Florida Relay Customer Service:

- 1-800-676-3777 (TTY/ASCII)
- 1-800-676-3777 (Voice)

- 877-877-3291 (Fax)
- Sprint_TRSCustServ@sprint.com (Email)

Spanish Florida Customer Service:

- 1-800-855-2886 (TTY/Voice)

Speech to Speech Customer Service:

- 877-787-1989

Voice Carry Over Customer Service

- 866-931-9027

Florida Relay 711

CATCH THE RELAY WAVE AND MAKE A CALL TODAY!

WHAT IS THE FLORIDA RELAY SERVICE?

The Florida Relay Service is the communications link for people who are Deaf, Hard of Hearing, Deaf/Blind or Speech Disabled. Through the Florida Relay Service people who use specialized telephone equipment, such as a TTY (Text Telephone) can communicate with people who use standard telephones.

USER FRIENDLY FEATURES

- Toll-free access calling
- Available 24 hours a day, 365 days a year
- No restrictions on the number or length of calls
- No charge for local calls

Using Relay to call my grandmother usually gets me to the beach!

DIAL 7-1-1 to use relay anywhere!

Florida Telecommunications FTRI Relay, Inc.
 1820 East Park Avenue, Suite 101
 Tallahassee, FL 32301
 1-800-222-3448 (Voice) 1-888-447-5620 (TTY)
www.ftri.org

Apply for a Phone Today

- [Application in English](#)
- [Application in Spanish](#)

Spread the Word

- [f](#)
- [t](#)
- [Add FTRI to Your Website](#)

Contact Us

1820 East Park Avenue
 Suite 101
 Tallahassee, FL 32301

Voice: 1-800-222-3448

Customer Care: 1-888-554-1151

TTY: 1-888-447-5620

Video Phone: 1-850-270-2641

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Florida TRS

TRS Complaint Log Summaries

- **2016** (<https://ecfsapi.fcc.gov/file/10630221817301/FCC%20Summary%202016.pdf>)
- **2015** (<http://apps.fcc.gov/ecfs/document/view?id=60001102336>)
- **2014** (<http://apps.fcc.gov/ecfs/document/view?id=7521346431>)
- **2012** (<http://apps.fcc.gov/ecfs/document/view?id=7021952105>)
- **2011** (<http://apps.fcc.gov/ecfs/document/view?id=7021691098>)
- **2010** (<http://fjallfoss.fcc.gov/ecfs/document/view?id=7020520860>)

Programs

- [Rolka Loube Associates](http://www.rolkaloube.com/) (<http://www.rolkaloube.com/>)
- National Association of State Relay Administrators (NASRA)
- Telecommunications Equipment Distribution Program Association (<http://www.tedpa.org/>) (TEDPA)
- Florida Telecommunications Relay, Inc (<http://www.ftri.org/>).

TRS Telephone Numbers:

(Service Provider: [Sprint](/encyclopedia/trs-providers#Sprint) (</encyclopedia/trs-providers#Sprint>))

Customer Service #:

English: 800-676-3777 (V/TTY/ASCII)

Spanish: 800-855-2886 (V/TTY)

Fax: 877-877-3291

Contact for TRS Complaints:

Office of Telecommunications

Florida Public Service Commission

2540 Shumard Oak Boulevard

Tallahassee, Florida 32999-0850

Telephone numbers: 850-413-6600; Complaint Line (Voice): 800-342-3552

Florida Relay Service: TDD ASCII 800-955-1339; TDD Baudot 800-955-8771; Voice 800-955-8770

Email: contact@psc.state.fl.us (<mailto:contact@psc.state.fl.us>)

Web Address: www.floridapsc.com (<http://www.floridapsc.com>)

Correspondence:

Office of Consumer Assistance & Outreach

Florida Public Service Commission

2540 Shumard Oak Boulevard

Tallahassee, FL 32999-0850

Contact Telephone numbers:

Primary contact: Curtis Williams 850-413-6924; Fax: 850-413-6925; Email: cjwillia@psc.state.fl.us

(<mailto:cjwillia@psc.state.fl.us>)

Jeff Bates 850-413-6538; Fax: 850-413-6539; Email: JBates@psc.state.fl.us (<mailto:JBates@psc.state.fl.us>)

Pamela Page 850-413-6214; Fax: 850-413-6215; Email: phpage@psc.state.fl.us

(<mailto:phpage@psc.state.fl.us>)

To update changes in contact/service provider information, please send an email listing changes to TRS_POC@fcc.gov (mailto:TRS_POC@fcc.gov) so that this page can be updated accordingly.

Bureau/Office:

Consumer and Governmental Affairs (<https://www.fcc.gov/consumer-governmental-affairs>)

Updated:

Thursday, July 7, 2016

ATTENDANCE RECORD

**GILCHRIST COUNTY
TRANSPORTATION DISADVANTAGED
COORDINATING BOARD**

MEMBER/ORGANIZATION	NAME	10/14/2015	1/13/2016	4/13/2016	7/13/2016
Chair	Commissioner Marion Poitevint	A	P	P	P
Florida Department of Transportation	Sandra Collins	P	P	A	P
Alternate Member	Janell Damato	A	A	A	A
Florida Department of Children and Families	Debbie Andrews	A	A	A	A
Alternate Member	(Vacant)				
Florida Agency for Health Care Administration	Dewece Ogden	P	P	P	P
Alternate Member	Pamela Hagley	A	A	A	A
Florida Department of Education	Melinda Jordan			A	A
Alternate Member	Jeffrey Aboumrad	P	A	P	A
Public Education	Michelle Walker-Crawford	A	A	A	P
Alternate Member	Julie C. Thomas	A	A	A	A
Citizen Advocate	Jeffrey Bradley	P	P	P	P
Alternate Member	(Vacant)				
Citizen Advocate-User	James McCrone	A	P	A	A
Alternate Member	(Vacant)				
Elderly	Richard Esseck	P	P	P	P
Alternate Member	(Vacant)				
Veterans	Jim Mash	A	A	P	A
Alternate Member	(Vacant)				
Persons with Disabilities	Leslie Esseck	P	P	P	P
Alternate Member	(Vacant)				
Florida Department of Elder Affairs	Vacant				
Alternate Member	(Vacant)				
Children at Risk	Sandra Woodard				P
Alternate Member	Brooke Ward	A	A	A	A
Local Medical Community	Brittney Keeling	P	P	P	P
Alternate Member	Krishna Stemple	P	A	P	A
Regional Workfoce Board	Jeannie Carr	P	P	P	P
Alternate Member	Sifoa Nunu	P	P	A	A

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."

