



**PALM BEACH COUNTY TRANSPORTATION DISADVANTAGED (TD)  
LOCAL COORDINATING BOARD (LCB) AGENDA**

DATE: **Wednesday, February 28, 2024**  
TIME: **2:00 p.m.**  
PLACE: **301 Datura Street, West Palm Beach, FL 33401**

Members of the public can [join the meeting](#) in person or virtually. For information on how to attend a meeting visit: [PalmBeachTPA.org/Meeting](https://PalmBeachTPA.org/Meeting).

Please call 561-725-0800 or e-mail [info@PalmBeachTPA.org](mailto:info@PalmBeachTPA.org) for assistance joining the virtual meeting.

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**1. REGULAR ITEMS**

- A. Call to Order and Pledge of Allegiance
- B. Roll Call
- C. Modifications to the Agenda
- D. MOTION TO APPROVE Minutes for November 15, 2023
- E. General Public Comments

Members of the public are invited to offer general comments unrelated to agenda items at this time. Public comments related to agenda items will be heard following staff presentation of the item. Comments may be submitted in the following ways:

- A written comment may be submitted at [PalmBeachTPA.org/Comment-Form](https://PalmBeachTPA.org/Comment-Form) at any time prior to the commencement of the relevant agenda item.
- A verbal comment may be provided by a virtual attendee using the raise hand feature in the Zoom platform.
- A verbal and/or written comment may be provided by an in-person attendee submitting a comment card available at the welcome table.

Note that the Chair may limit comments to 3 minutes or less depending on meeting attendance.

- F. Comments from the Chair and Member Comments
- G. LCB Liaison Report

**2. ACTION ITEMS**

There are no action items on this agenda.

**3. INFORMATION ITEMS**

A. FY 24 Community Transportation Coordinator (CTC) Evaluation

The TPA will kickoff the FY24 CTC Evaluation with the LCB. Staff will provide a presentation of the CTC Evaluation, discuss new evaluation techniques, and expectations for LCB Members. The evaluation report will be presented to the LCB at the regular May 29, 2024 meeting.

B. LCB Member Presentations

Vasti Amaro, Vasti Transport and James Green, Department of Community Services will present their roles and responsibilities related to the transportation disadvantaged program.

C. Partner Agency Updates

Agency staff from SFRTA/Tri-Rail, Florida Department of Transportation, and/or Palm Beach County may provide brief updates on items relevant to the LCB.

**4. ADMINISTRATIVE ITEMS**

A. Next Meeting – **May 29, 2024**

B. FY 2024 Timeline

C. Adjournment

**PURPOSE**

The purpose of the LCB is to identify local service needs and to provide information, advice, and direction to the Palm Beach County Community Transportation Coordinator, otherwise known as Palm Tran Connection, on the coordination of service to be provided to the transportation disadvantaged through the Florida Coordinated Transportation System. The LCB is recognized as an advisory body to the Commission for the Transportation Disadvantaged. Palm Tran’s provision of TD service is funded with state dollars. This service is not mandated by Federal Law.

# TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD MEMBERS

**CHAIR**

**Chelsea Reed, Mayor**  
City of Palm Beach Gardens

**Milory Senat**

Agency for Persons with Disabilities  
*Alternate: Pauline Spence*

**Nancy Yarnell**

Area Agency on Aging  
*Alternate: Vacant*

**Tekesha Saffold**

Citizen Advocate/User

**Isis Williams**

Department of Children and Family Services  
*Alternate: Vacant*

**Marielisa Amador**

Florida Agency for Health Care Administration  
*Alternate: Jerome Hill*

**Vacant**

Florida Department of Transportation  
*Alternate: Vacant*

**Angela Choice**

Florida Department of Veterans Affairs  
*Alternate: Latasha Brown*

**James E. Green**

Palm Beach County Community Action  
*Alternate: Stessy Cocerez*

**Vasti Amaro**

Private Transportation Industry  
*Alternate: Vacant*

**VICE CHAIR**

**Uyen Dang**  
Citizen Advocate

**Robyn Manuel**

Florida Division of Vocational Rehabilitation  
*Alternate: Vacant*

**Merlene Ramnon**

Local Medical Community  
*Alternate: Vacant*

**Laura Schultze**

Public Education School District of Palm Beach County  
*Alternate: Vacant*

**Elizabeth Clark**

Representative for Children at Risk  
*Alternate: Vacant*

**Robert Goodman**

Representative for the Disabled

**Vacant**

Representative for the Elderly

**Michael Corbit**

Workforce Development Board  
*Alternate: Vacant*

**Vacant**

Palm Tran (Mass/Public Transit Industry)  
Community Transportation Coordinator (CTC)  
Non-Voting Member  
*Alternate: Lou Ferri*

**NOTICE**

In accordance with Section 286.0105, *F.S.*, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, they will need a record of the proceedings, and that, for such purposes, they may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services for a meeting (free of charge) should contact Melissa Murray at 561-725-0813 or [MMurray@PalmBeachTPA.org](mailto:MMurray@PalmBeachTPA.org) at least five (5) business days in advance. Hearing impaired individuals are requested to telephone the Florida Relay System at #711.

Se solicita La participación del público, sin importar la raza, color, nacionalidad, edad, sexo, religión, incapacidad o estado familiar. Personas que requieran facilidades especiales bajo el Acta de Americanos con Discapacidad (Americans with Disabilities Act) o personas que requieran servicios de traducción (sin cargo alguno) deben contactar a Melissa Murray al teléfono 561-725-0813 o [MMurray@PalmBeachTPA.org](mailto:MMurray@PalmBeachTPA.org) por lo menos cinco días antes de la reunión. Si tiene problemas de audición, llamar al teléfono 711.



# PALM BEACH Transportation Planning Agency

## OFFICIAL MEETING MINUTES OF THE PALM BEACH COUNTY TRANSPORTATION DISADVANTAGED (TD) LOCAL COORDINATING BOARD (LCB) AGENDA

Wednesday, November 15, 2023

301 Datura Street, West Palm Beach, FL 33401  
Meeting was also conducted virtually via Zoom.

*These minutes are a summary of the meeting events and may not reflect all discussion that occurred.  
PDF versions of the agenda, backup material and presentations as well as audio recordings are available for review at  
[www.PalmBeachTPA.org/LCB](http://www.PalmBeachTPA.org/LCB)*

### 1. REGULAR ITEMS

#### 1.A. Call to Order and Pledge of Allegiance

CHAIR REED called the meeting to order at 2:03 p.m., provided an overview of the virtual meeting procedures, and led the Pledge of Allegiance.

#### 1.B. Roll Call

The Recording Secretary called the roll. A quorum was present in-person as depicted in the table below.

Member	Roll Call	Member	Roll Call	Member	Roll Call
Milory Senat	A	James Green	A	James Bonfiglio	P
Nancy Yarnall	P	Vasti Amaro	P	Michael Corbit	P
Uyen Dang (Vice Chair)	A	Robyn Manuel	A	Lou Ferri (Alt)	P
Marielisa Amador	A	Merlene Ramnon	A	Tekesha Saffold	A
Angela Choice	A	Laura Schultze	A	Chelsea Reed (Chair)	P
Robert Goodman	P	Elizabeth Clark	P		

P = Present    A = Absent

#### 1.C. **APPROVED:** Modifications to the Agenda

The Recording Secretary stated the following members requested permission to participate remotely: James Green and Angela Choice due to a scheduling conflict.

There were no objections to their virtual participation and the members were permitted to join the meeting.

**1.D. APPROVED: Minutes for August 23, 2023**

**MOTION TO APPROVE the Minutes made by James Bonfiglio, seconded by Vasti Amaro, and carried unanimously 10-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Milory Senat	A	James Green	Y	James Bonfiglio	Y
Nancy Yarnall	Y	Vasti Amaro	Y	Michael Corbit	Y
Uyen Dang (Vice Chair)	A	Robyn Manuel	A	Lou Ferri (Alt)	Y
Marielisa Amador	A	Merlene Ramnon	A	Tekesha Saffold	A
Angela Choice	Y	Laura Schultze	A	Chelsea Reed (Chair)	Y
Robert Goodman	Y	Elizabeth Clark	Y		

Y = Yes N = No A = Absent ABST = Abstain

**1.E. GENERAL PUBLIC COMMENTS**

There were no public comments received.

**1.F. MOMENT OF SILENCE**

CHAIR REED requested a moment of silence to honor Clinton Forbes and gave a brief speech.

VASTI AMARO offered a brief eulogy.

**1.G. CHAIR AND MEMBER COMMENTS**

There were no member comments.

**1.H. LCB Liaison Report**

BRIAN RUSCHER reviewed the Liaison’s Report, which can be viewed at [PalmBeachTPA.org/LCB](http://PalmBeachTPA.org/LCB).

Laura Schultz joined the meeting at 2:14pm.

BRIAN RUSCHER congratulated the LCB for winning the Palm Beach County TD LCB of the Year and Dispatcher Award.

CHAIR REED adjourned the meeting from 2:16pm until 2:24pm to facilitate a group photo.

There were no public or member comments received on this item.

**2. ACTION ITEMS**

**A. APPROVED FY 23 Annual Operating Report (AOR)**

CLAUDIA SALAZAR, Palm Tran Grants and Capital Project Analyst, presented the FY 23 Annual Operating Report (AOR).

There were no public or member comments received on this item.

**MOTION TO APPROVE the Minutes made by James Bonfiglio, seconded by Laura Schultz, and carried unanimously 11-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Milory Senat	A	James Green	Y	James Bonfiglio	Y
Nancy Yarnall	Y	Vasti Amaro	Y	Michael Corbit	Y
Uyen Dang (Vice Chair)	A	Robyn Manuel	A	Lou Ferri (Alt)	Y
Marielisa Amador	A	Merlene Ramnon	A	Tekesha Saffold	A
Angela Choice	Y	Laura Schultze	A	Chelsea Reed (Chair)	Y
<u>Robert Goodman</u>	Y	Elizabeth Clark	Y		

Y = Yes N = No A = Absent ABST = Abstain

**3. INFORMATION ITEMS**

**A. FY 23 Annual Expenditure Report (AER)**

BRIAN RUSCHER presented the AER, which details all direct federal and local government funds spent on TD trips.

**B. LCB Member Training**

BRIAN RUSCHER presented the LCB member roles and responsibilities.

JAMES BONFIGLIO asked if ethics training is required for LCB members.

**C. Palm Tran Connections Efficiency Project Presentation**

Palm Tran staff presented on proposed efficiency improvements to the fixed route and paratransit network. Improvements include reinvesting cost savings into mobility on-demand and transportation network vouchers, and increasing route service frequency.

LAURA SCHULTZ expressed her concerns with the reduction of fixed routes.

JAMES BONFIGLIO concurred with Ms. Schultz’s and inquired on community engagement.

VASTI AMARO thanked Palm Tran and confirmed the community engagement process.

JAMES GREEN asked Palm Tran to share details about the proposed changes with stakeholders.

CHAIR REED echoed Mr. Green’s point and asked Palm Tran to give more details to the LCB.

**D. LCB Member Presentation**

NANCY YARNELL presented her role related to the TD Program and the LCB.

VASTI AMADOR and James Green indicated they would be willing to present at the next LCB Meeting on their roles related to the TD Program and the LCB.

**E. Partner Agency Updates**

There were no partner agency updates.

**4. ADMINISTRATIVE ITEMS**

**4.A. Next Meeting – February 28, 2024**

**4.B. Adjournment**

There being no further business the meeting was adjourned at 3:46 p.m.

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This signature is to attest that the undersigned is the Chair, or a designated nominee, of the Transportation Disadvantaged Local Coordinating Board and that information provided herein is the true and correct Minutes for the **November 15, 2023** meeting of the Transportation Disadvantaged Local Coordinating Board, dated this 28th day of February 2024.

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Chair Chelsea S. Reed  
City of Palm Beach Gardens Mayor

**EXHIBIT A**  
**Palm Beach County Transportation Disadvantaged Local Coordinating Board**  
**Attendance Record**

<b>Representative/Alternate</b> Agency	<b>Nov 17 2021</b>	<b>Feb 23 2022</b>	<b>May 25 2022</b>	<b>Aug 24 2022</b>	<b>Nov 16 2022</b>	<b>Feb 22 2023</b>	<b>May 24 2023</b>	<b>Aug 23 2023</b>	<b>Nov 15 2023</b>
<b>Mayor Chelsea Reed</b> <i>Chair – Palm Beach TPA</i>	P	P	***P	P	P	P	P	P	P
<b>Uyen Dang</b> <i>Vice Chair - Citizen Advocate</i>	P	P	E	P	P	P	P	P	E
<b>Tekesha Saffold</b> Citizen Advocate/User	P	P	P	P	P	E	P	P	E
<b>Milory Senat</b> /Pauline Spence Agency for Persons with Disabilities	P	P	P	P	E	P	A	P	E
<b>Nancy Yarnall</b> Area Agency on Aging	P	P	P	ALT	ALT	E	P	P	P
<b>VACANT</b> FL Department of Children & Families	P	P	P	P	P	P	P	--	--
<b>Marielisa Amador</b> / Jerome Hill FL Agency for Healthcare Administration/ Medicaid Program	ALT	P	P	E	A	ALT	ALT	P	E
<b>Angela Choice</b> /Latasha Brown FL Department of Veteran’s Affairs	P	P	P	E	P	P	P	P	P
<b>James Green</b> Department of Community Services – Community Action	***P	P	E	P	--	***P	***P	P	P
<b>Vasti Amaro</b> Private Transportation	E	--	--	--	--	***P	P	P	P
<b>Robyn Manuel</b> Department of Education/Division of Vocational Rehabilitation	P	P	P	E	P	A	A	A	A
<b>Merlene Ramnon</b> FL Department of Health for Palm Beach County	P	P	A	P	A	P	P	P	A
<b>Laura Schultze</b> School District of Palm Beach County	P	P	P	P	P	P	A	A	P
<b>Elizabeth Clark</b> Representative for Children at Risk	--	***p	P	P	P	P	P	P	P
<b>Robert Goodman</b> Representative for the Disabled	E	E	E	P	P	E	P	A	P
<b>James Bonfiglio</b> Representative for the Elderly	***P	P	P	P	P	P	P	P	P
<b>Michael Corbit</b> Workforce Development Board	P	--	--	***P	P	A	A	P	P

\*\*\* – New Appointment  
 E – Excused

P – Representative Present  
 A – Absent

ALT– Alternate Present  
 -- – Vacant



EXHIBIT A (cont.)

OTHERS PRESENT

Lou Ferri  
Claudia Salazar  
Brooke Peters  
Christian Londono  
Deborah Posey-Blocker  
Albert Vanderberg  
Nicole Smith  
Jean Malackouser  
Valerie Neilson  
Andrew Uhlir  
Brian Ruscher  
Melissa Murray  
Ruth Del Pino

REPRESENTING

Palm Tran  
Palm Tran  
Palm Tran  
Palm Tran  
Palm Tran  
UES  
Area Agency on Aging  
General Public  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA

- 1. Innovative Service Development (ISD) Grant:** The ISD has opened a grant cycle for new transportation services for transportation disadvantaged individuals. CTCs (Palm Tran Connection) are the only entities for this grant funding, but partnerships are encouraged. An information session is scheduled for Wednesday, February 28. More information: [FDOT.gov/CTD/Grants](https://www.fl.gov/CTD/Grants).
- 2. CTC Evaluation:** As required by the CTD, the Designated Official Planning Agency (TPA) will conduct an evaluation of Palm Tran Connection. The evaluation is February 28 through May 29. For more information, visit: [PalmBeachTPA.org/LCB](https://PalmBeachTPA.org/LCB).
- 3. Get on the Bus Challenge:** Palm Tran is encouraging community leaders to join this challenge from March through May. More information, contact Evan Henderson at [ehenderson@pbcgov.org](mailto:ehenderson@pbcgov.org).
- 4. TPA Governing Board Meeting:** The next TPA Governing Board meeting will be held on March 21, 2024 at 9:00 a.m. both in-person and virtually. To view the agenda packet and meeting details when published, visit: [PalmBeachTPA.org/Board](https://PalmBeachTPA.org/Board).
- 5. Transportation Disadvantaged 101 Slideshow:** The CTD updated its informational slideshow on TD Programs for statewide partners. The slideshow may be viewed at [PalmBeachTPA.org/LCB](https://PalmBeachTPA.org/LCB)
- 6. Community Transportation Association of America (CTAA) Conference:** The CTAA conference will host its national conference in West Palm Beach from June 9-12 in West Palm Beach, FL. For more information, visit [CTAA.Org](https://CTAA.Org).
- 7. Florida Public Transportation Association (FPTA)/CTD Annual Conference + Expo:** The FPTA/CTD Expo will be held in West Palm Beach from September 22-25 in West Palm Beach, FL. For more information, visit: [FloridaTransit.org](https://FloridaTransit.org).
- 8. LCB Liaison new member or member refresher 1 on 1:** Members are encouraging to contact Brian Ruscher, LCB Liaison, at [BRuscher@PalmBeachTPA.Org](mailto:BRuscher@PalmBeachTPA.Org) with comments and questions on agenda items. Schedule a call at: [Calendly.com/BRuscher/30min](https://Calendly.com/BRuscher/30min).