



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

DATE: **Wednesday, November 20, 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 August 21, 2024
- 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

### A. MOTION TO CERTIFY FY 24 Annual Operating Report (AOR)

The AOR provides a financial and operational overview of the TD program. The TPA must review and approve the annual AOR and provide comments to the Commission for Transportation Disadvantaged (CTD). Palm Tran staff will present the attached AOR and provide a presentation.

### B. MOTION TO ADOPT FY 24 Annual Expenditure Report (AER)

The Palm Beach TPA must annually review the AER, which details all direct federal and local government funds spent on TD trips. Comments are forwarded to the CTD. The draft FY 2024 AER is attached and a presentation will be provided.

## 3. INFORMATION ITEMS

### A. LCB Member Training

TPA staff will provide the attached presentation of LCB roles and responsibilities.

### B. LCB Member Presentations

Angela Choice, Florida Department of Veteran's Affairs will present her role and responsibilities related to the TD program.

### C. Palm Tran Connection Service Planning Discussion

Palm Tran Connection has requested a discussion of paratransit service with the LCB.

### D. 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 – **February 26, 2025**

### B. LCB 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: Niccole J. Smith*

**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*

**Modeline Acreus**

Florida Department of Transportation  
*Alternate: Marie Dorismond*

**Angela Choice**

Florida Department of Veterans Affairs  
*Alternate: Latasha Brown*

**James E. Green**

Palm Beach County Community Action  
*Alternate: Vacant*

**Vacant**

Private Transportation Industry  
*Alternate: Vacant*

**VICE CHAIR**

**Uyen Dang**  
Citizen Advocate

**Vacant**

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 Eble at 561-725-0813 or [MEble@PalmBeachTPA.org](mailto:MEble@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 requieren servicios de traducción (sin cargo alguno) deben contactar a Melissa Eble al teléfono 561-725-0813 o [MEble@PalmBeachTPA.org](mailto:MEble@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, August 21, 2024

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

VICE CHAIR DANG called the meeting to order at 2:01 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	P	Michael Corbit	P
Nancy Yarnall	P	Vasti Amaro	A	Lou Ferri (Alt)	P
Uyen Dang (Vice Chair)	P	Merlene Ramnon	A	Tekesha Saffold	A
Jerome Hill (Alt)	P	Laura Schultze	P	Chelsea Reed (Chair)	A
Angela Choice	P	Elizabeth Clark	P		
Robert Goodman	A	Modeline Acreus	P		

P = Present A = Absent

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

The Recording Secretary stated item 3A. has been revised to table Angela Choice’s presentation to the November 20, 2024 TD LCB Meeting.

**MOTION TO APPROVE the modification to the agenda made by Jerome Hill, seconded by Elizabeth Clark, and carried unanimously 9-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Milory Senat	A	James Green	Y	Michael Corbit	Y
Nancy Yarnall	Y	Vasti Amaro	A	Tekesha Saffold	A
Uyen Dang (Vice Chair)	Y	Merlene Ramnon	A	Chelsea Reed (Chair)	A
Jerome Hill (Alt)	Y	Laura Schultze	Y		
Angela Choice	Y	Elizabeth Clark	Y		
Robert Goodman	A	Modeline Acreus	Y		

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

**1.D. APPROVED: Minutes for May 29, 2024**

**MOTION TO APPROVE the Minutes made by Jerome Hill, seconded by Elizabeth Clark, and carried unanimously 9-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Milory Senat	A	James Green	Y	Michael Corbit	Y
Nancy Yarnall	Y	Vasti Amaro	A	Tekesha Saffold	A
Uyen Dang (Vice Chair)	Y	Merlene Ramnon	A	Chelsea Reed (Chair)	A
Jerome Hill (Alt)	Y	Laura Schultze	Y		
Angela Choice	Y	Elizabeth Clark	Y		
Robert Goodman	A	Modeline Acreus	Y		

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

**1.E. APPROVED: The May 29, 2024 TD Public Workshop Summary**

**MOTION TO APPROVE the May 29, 2024 TD Public Workshop Summary made by Jerome Hill, seconded by Elizabeth Clark, and carried unanimously 9-0 as depicted in the table below.**

Member	Vote	Member	Vote	Member	Vote
Milory Senat	A	James Green	Y	Michael Corbit	Y
Nancy Yarnall	Y	Vasti Amaro	A	Tekesha Saffold	A
Uyen Dang (Vice Chair)	Y	Merlene Ramnon	A	Chelsea Reed (Chair)	A
Jerome Hill (Alt)	Y	Laura Schultze	Y		
Angela Choice	Y	Elizabeth Clark	Y		
Robert Goodman	A	Modeline Acreus	Y		

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

**1.F. GENERAL PUBLIC COMMENTS**

There were no public comments received.

**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).

There were no public comments on this item.

**2. ACTION ITEMS**

**A. MOTION TO ELECT** Vice Chair for Fiscal Year (FY) 2025

BRIAN RUSCHER, TPA Deputy Director of Multimodal stated the board must hold an organizational meeting each year for the process of electing a Vice Chair.

VICE CHAIR DANG stated she was willing to remain as Vice Chair of the TD LCB and nominated herself.

**MOTION TO ELECT Uyen Dang as the Vice Chair for Fiscal Year (FY) 2025 made by Laura Schultz, seconded by Angela Choice, and carried unanimously 9-0 as depicted in the table below.**

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

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

**B. MOTION TO ADOPT** FY 2025 LCB By-Laws

BRIAN RUSCHER, TPA Deputy Director of Multimodal provided a presentation.

There were no public or board member comments.

**MOTION TO ADOPT FY 2025 LCB By-Laws made by James Green, seconded by Jerome Hill, and carried unanimously 9-0 as depicted in the table below.**

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

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

**C. MOTION TO ADOPT** FY 2025 Grievance Procedures

BRIAN RUSCHER, TPA Deputy Director of Multimodal provided a presentation and mentioned the board needs to select three LCB voting members to service on the LCB Grievance Subcommittee.

There were no public comments.

BRIAN RUSCHER stated Chair Reed would like to continue serving on the subcommittee.

VICE CHAIR DANG stated she would like to continue serving on the subcommittee.

JEROME HILL stated he would serve on the subcommittee.

**MOTION TO ADOPT FY 2025 Grievance Procedures made by Michael Corbit, seconded by Angela Choice, and carried unanimously 9-0 as depicted in the table below.**

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

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

**D. MOTION TO ADOPT Fiscal Year (FY) 2025-2030 TD Service Plan (TDSP) Annual Update**

BRIAN RUSCHER, TPA Deputy Director of Multimodal provided a presentation.

There were no public comments.

JAMES GREEN asked if the data tracks the purpose of each trip.

LOU FERRI stated Palm Tran Connection does track trip purpose, with most being employment, medical, or nutritional related.

JAMES GREEN asked for clarification regarding the services provided and specific details.

LOU FERRI provided a brief explanation of the services, ridership, and the procurement process.

**MOTION TO ADOPT Fiscal Year 2025-2030 TD Service Plan (TDSP) Annual Update made by Jerome Hill, seconded by Laura Schultz, and carried unanimously 9-0 as depicted in the table below.**

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

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

**3. INFORMATION ITEMS**

**A. LCB Member Presentation**

3A. has been tabled to the November 20, 2024 TD LCB Meeting.

**B. Partner Agency Updates**

There were no public agency updates.

**4. ADMINISTRATIVE ITEMS**

**4.A. Next Meeting – November 20, 2024**

**4.B. Adjournment**

There being no further business the meeting was adjourned at 2:55 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 **August 21, 2024** meeting of the Transportation Disadvantaged Local Coordinating Board, dated this 20th day of November 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 Agency</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>Feb 28 2024</b>	<b>May 29 2024</b>	<b>Aug 21 2023</b>
<b>Mayor Chelsea Reed</b> <i>Chair – Palm Beach TPA</i>	P	***P	P	P	P	P	P	P	P	P	E
<b>Uyen Dang</b> <i>Vice Chair - Citizen Advocate</i>	P	E	P	P	P	P	P	E	P	P	P
<b>Tekesha Saffold</b> <i>Citizen Advocate/User</i>	P	P	P	P	E	P	P	E	P	P	A
<b>Milory Senat/Pauline Spence</b> <i>Agency for Persons with Disabilities</i>	P	P	P	E	P	A	P	E	A	P	A
<b>Nancy Yarnall/ Niccole Smith</b> <i>Area Agency on Aging</i>	P	P	ALT	ALT	E	P	P	P	P	ALT	P
<b>Isis Williams</b> <i>FL Department of Children &amp; Families</i>	P	P	P	P	P	P	--	--	--	P	E
<b>Marielisa Amador/ Jerome Hill</b> <i>FL Agency for Healthcare Administration/ Medicaid Program</i>	P	P	E	A	ALT	ALT	P	E	ALT	E	ALT
<b>Angela Choice/Latasha Brown</b> <i>FL Department of Veteran’s Affairs</i>	P	P	E	P	P	P	P	P	P	E	P
<b>James Green</b> <i>Department of Community Services – Community Action</i>	P	E	P	--	***P	***P	P	P	P	A	P
<b>Vasti Amaro</b> <i>Private Transportation</i>	--	--	--	--	***P	P	P	P	P	A	A
<b>VACANT</b> <i>Department of Education/Division of Vocational Rehabilitation</i>	P	P	E	P	A	A	A	A	A	A	--
<b>Merlene Ramnon</b> <i>Local Medical Community</i>	P	A	P	A	P	P	P	A	P	A	A
<b>Laura Schultze</b> <i>School District of Palm Beach County</i>	P	P	P	P	P	A	A	P	A	E	P
<b>Elizabeth Clark</b> <i>Representative for Children at Risk</i>	***P	P	P	P	P	P	P	P	P	P	P
<b>Robert Goodman</b> <i>Representative for the Disabled</i>	E	E	P	P	E	P	A	P	A	E	E
<b>VACANT</b> <i>Representative for the Elderly</i>	P	P	P	P	P	P	P	P	--	--	--
<b>Michael Corbit</b> <i>Workforce Development Board</i>	--	--	***P	P	A	A	P	P	P	P	P

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

P – Representative Present  
 A – Absent

ALT– Alternate Present  
 -- – Vacant

EXHIBIT A (cont.)

OTHERS PRESENT

Lou Ferri  
Brian Ruscher  
Melissa Eble  
Ruth Del Pino

REPRESENTING

Palm Tran  
Palm Beach TPA  
Palm Beach TPA  
Palm Beach TPA



# CTC Organization

# 2.A

County: Palm Beach  
Fiscal Year: 7/1/2023 - 6/30/2024

CTC Status: Complete  
CTD Status: Complete

Date Initiated: 9/15/2024

**CTC Organization Name:** Palm Beach County Board of Commissioners

**Address:** 50 South Military Train

**City:** West Palm Beach

**State:** FL

**Zip Code:** 33415

**Organization Type:** County

**Network Type:** Partial Brokerage

**Operating Environment:** Urban

**Transportation Operators:** Yes

**Number of Transportation Operators:** 2

**Coordination Contractors:** No

**Number of Coordination Contractors:** 0

**Provide Out of County Trips:** No

**Local Coordinating Board (LCB) Chairperson:** Mayor Chelsea Reed

**CTC Contact:** Lou Ferri

**CTC Contact Title:** Senior Manager of Paratransit

**CTC Contact Email:** LFerri@pbc.gov

**Phone:** (561) 812-5350

## CTC Certification

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

CTC Representative (signature): \_\_\_\_\_

## LCB Certification

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

LCB Chairperson (signature): \_\_\_\_\_



# CTC Trips

County: Palm Beach

CTC Status: Complete

CTC Organization: Palm Beach County Board of Commissioners

Fiscal Year: 07/01/2023 - 06/30/2024

CTD Status: Complete

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Service Type - One Way</b>						
Fixed Route/Fixed Schedule						
Daily Pass Trips	0	N/A	0	0	N/A	0
Weekly Pass Trips	0	N/A	0	0	N/A	0
Monthly Pass Trips	54,372	N/A	54,372	0	N/A	0
Deviated Fixed Route Service	0	N/A	0	0	N/A	0
Complementary ADA Service	618,638	N/A	618,638	613,316	N/A	613,316
Paratransit						
Ambulatory	127,711	0	127,711	118,490	0	118,490
Non-Ambulatory	15,916	0	15,916	12,658	0	12,658
Stretcher	0	0	0	0	0	0
Transportation Network Companies	0	N/A	0	0	N/A	0
Taxi	0	N/A	0	0	N/A	0
School Board (School Bus)	0	N/A	0	0	N/A	0
Volunteers	0	N/A	0	0	N/A	0
<b>Total - Service Type</b>	<b>816,637</b>	<b>0</b>	<b>816,637</b>	<b>744,464</b>	<b>0</b>	<b>744,464</b>
<b>Contracted Transportation Operator</b>						
How many of the total trips were provided by Contracted Transportation Operators? (If the CTC provides transportation services, do not include the CTC)	762,265	N/A	762,265	744,464	N/A	744,464
<b>Total - Contracted Transportation Operator Trips</b>	<b>762,265</b>	<b>0</b>	<b>762,265</b>	<b>744,464</b>	<b>0</b>	<b>744,464</b>
<b>Revenue Source - One Way</b>						
Agency for Health Care Administration (AHCA)	0	0	0	0	0	0
Agency for Persons with Disabilities (APD)	0	0	0	0	0	0
Comm for the Transportation Disadvantaged (CTD)	156,682	N/A	156,682	91,398	N/A	91,398
Dept of Economic Opportunity (DEO)	0	0	0	0	0	0
Dept of Children and Families (DCF)	0	0	0	0	0	0
Dept of Education (DOE)	0	0	0	0	0	0
Dept of Elder Affairs (DOEA)	42,924	0	42,924	33,267	0	33,267
Dept of Health (DOH)	0	0	0	0	0	0
Dept of Juvenile Justice (DJJ)	0	0	0	0	0	0
Dept of Transportation (DOT)	0	0	0	0	0	0
Local Government	617,031	0	617,031	619,799	0	619,799
Local Non-Government	0	0	0	0	0	0
Other Federal & State Programs	0	0	0	0	0	0
<b>Total - Revenue Source</b>	<b>816,637</b>	<b>0</b>	<b>816,637</b>	<b>744,464</b>	<b>0</b>	<b>744,464</b>



**Transportation  
Disadvantaged**

# CTC Trips (cont'd)

**County:** Palm Beach

**CTC Status:** Complete

**CTC Organization:** Palm Beach County  
Board of Commissioners

**Fiscal Year:** 07/01/2023 - 06/30/2024

**CTD Status:** Complete

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Passenger Type - One Way</b>						
Older Adults	383,659	0	383,659	362,611	0	362,611
Children At Risk	0	0	0	0	0	0
Persons With Disabilities	358,061	0	358,061	362,585	0	362,585
Low Income	69,740	0	69,740	15,931	0	15,931
Other	5,177	0	5,177	3,337	0	3,337
<b>Total - Passenger Type</b>	<b>816,637</b>	<b>0</b>	<b>816,637</b>	<b>744,464</b>	<b>0</b>	<b>744,464</b>
<b>Trip Purpose - One Way</b>						
Medical	117,133	0	117,133	102,371	0	102,371
Employment	172,267	0	172,267	185,479	0	185,479
Education/Training/Daycare	292,146	0	292,146	254,133	0	254,133
Nutritional	77,591	0	77,591	62,371	0	62,371
Life-Sustaining/Other	157,500	0	157,500	140,110	0	140,110
<b>Total - Trip Purpose</b>	<b>816,637</b>	<b>0</b>	<b>816,637</b>	<b>744,464</b>	<b>0</b>	<b>744,464</b>
<b>Unduplicated Passenger Head Count (UDPHC)</b>						
UDPHC	9,092	0	9,092	8,142	0	8,142
<b>Total - UDPHC</b>	<b>9,092</b>	<b>0</b>	<b>9,092</b>	<b>8,142</b>	<b>0</b>	<b>8,142</b>
<b>Unmet &amp; No Shows</b>						
Unmet Trip Requests	0	N/A	0	0	N/A	0
No Shows	24,029	N/A	24,029	25,731	N/A	25,731
<b>Customer Feedback</b>						
Complaints	1,184	N/A	1,184	1,679	N/A	1,679
Commendations	1,871	N/A	1,871	1,779	N/A	1,779



# CTC Vehicles & Drivers

County: Palm Beach

CTC Status: Complete

CTC Organization: Palm Beach County Board of Commissioners

Fiscal Year: 07/01/2023 - 06/30/2024

CTD Status: Complete

	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
<b>Vehicle Miles</b>						
Deviated Fixed Route Miles	0	N/A	0	0	N/A	0
Complementary ADA Service Miles	9,730,420	N/A	9,730,420	9,440,958	N/A	9,440,958
Paratransit Miles	1,481,287	0	1,481,287	1,430,058	0	1,430,058
Transportation Network Companies (TNC) Miles	0	N/A	0	0	N/A	0
Taxi Miles	0	N/A	0	0	N/A	0
School Board (School Bus) Miles	0	N/A	0	0	N/A	0
Volunteers Miles	0	N/A	0	0	N/A	0
<b>Total - Vehicle Miles</b>	<b>11,211,707</b>	<b>0</b>	<b>11,211,707</b>	<b>10,871,016</b>	<b>0</b>	<b>10,871,016</b>
<b>Roadcalls &amp; Accidents</b>						
Roadcalls	1,230	0	1,230	848	0	848
Chargeable Accidents	95	0	95	126	0	126
<b>Vehicle Inventory</b>						
Total Number of Vehicles	315	0	315	294	0	294
Number of Wheelchair Accessible Vehicles	288	0	288	267	0	267
<b>Drivers</b>						
Number of Full Time & Part Time Drivers	439	0	439	448	0	448
Number of Volunteer Drivers	0	0	0	0	0	0



# CTC Revenue Sources

County: Palm Beach

CTC Status: Complete

CTC Organization: Palm Beach County Board of Commissioners

Fiscal Year: 07/01/2023 - 06/30/2024

CTD Status: Complete

Revenue Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Agency for Health Care Administration (AHCA)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Agency for Persons with Disabilities (APD)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Economic Opportunity (DEO)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Children and Families (DCF)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Education (DOE)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Elder Affairs (DOEA)	\$ 350,000	\$ 0	\$ 350,000	\$ 605,510	\$ 0	\$ 605,510
Dept of Health (DOH)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Dept of Juvenile Justice (DJJ)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Commission for the Transportation Disadvantaged (CTD)</b>						
Non-Sponsored Trip Program	\$ 3,136,928	N/A	\$ 3,136,928	\$ 3,197,260	N/A	\$ 3,197,260
Non-Sponsored Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Rural Capital Equipment	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
TD Other	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
<b>Department of Transportation (DOT)</b>						
49 USC 5307	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5310	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
49 USC 5311 (f)	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Block Grant	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Service Development	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Commuter Assistance Program	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other DOT	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Local Government</b>						
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
County Cash	\$ 55,509,045	\$ 0	\$ 55,509,045	\$ 40,792,328	\$ 0	\$ 40,792,328
County In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
City Cash	\$ 68,900	\$ 0	\$ 68,900	\$ 66,900	\$ 0	\$ 66,900
City In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Cash	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other In-Kind	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Local Non-Government</b>						
Farebox	\$ 2,645,668	\$ 0	\$ 2,645,668	\$ 2,518,754	\$ 0	\$ 2,518,754
Donations/Contributions	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
In-Kind Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other Non-Government	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Other Federal &amp; State Programs</b>						
Other Federal Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Other State Programs	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Total - Revenue Sources</b>	<b>\$ 61,710,541</b>	<b>\$ 0</b>	<b>\$ 61,710,541</b>	<b>\$ 47,180,752</b>	<b>\$ 0</b>	<b>\$ 47,180,752</b>



**Transportation  
Disadvantaged**

## CTC Expense Sources

County: Palm Beach

CTC Status: Complete

CTC Organization: Palm Beach County  
Board of Commissioners

Fiscal Year: 07/01/2023 - 06/30/2024

CTD Status: Complete

Expense Sources	Selected Reporting Period			Previous Reporting Period		
	CTC & Transportation Operators	Coordination Contractors	Total	CTC & Transportation Operators	Coordination Contractors	Total
Labor	\$ 4,776,508	\$ 0	\$ 4,776,508	\$ 4,313,083	\$ 0	\$ 4,313,083
Fringe Benefits	\$ 1,852,782	\$ 0	\$ 1,852,782	\$ 1,719,293	\$ 0	\$ 1,719,293
Services	\$ 20,250	\$ 0	\$ 20,250	\$ 11,100	\$ 0	\$ 11,100
Materials & Supplies Consumed	\$ 4,631	\$ 0	\$ 4,631	\$ 269,010	\$ 0	\$ 269,010
Utilities	\$ 199,892	\$ 0	\$ 199,892	\$ 0	\$ 0	\$ 0
Casualty & Liability	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Taxes	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Miscellaneous	\$ 186,527	\$ 0	\$ 186,527	\$ 0	\$ 0	\$ 0
Interest	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Leases & Rentals	\$ 0	\$ 0	\$ 0	\$ 1,975	\$ 0	\$ 1,975
Capital Purchases	\$ 7,089,545	\$ 0	\$ 7,089,545	\$ 0	\$ 0	\$ 0
Contributed Services	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Allocated Indirect Expenses	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
<b>Purchased Transportation Services</b>						
Bus Pass	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
School Board (School Bus)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Transportation Network Companies (TNC)	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Taxi	\$ 0	N/A	\$ 0	\$ 0	N/A	\$ 0
Contracted Operator	\$ 47,580,406	N/A	\$ 47,580,406	\$ 40,866,291	N/A	\$ 40,866,291
<b>Total - Expense Sources</b>	<b>\$ 61,710,541</b>	<b>\$ 0</b>	<b>\$ 61,710,541</b>	<b>\$ 47,180,752</b>	<b>\$ 0</b>	<b>\$ 47,180,752</b>



County: Palm Beach  
 CTC: Palm Beach County Board of Commissioners  
 Contact: Lou Ferri  
 50 South Military Train  
 West Palm Beach, FL 33415  
 561-812-5350  
 Email: LFerri@pbc.gov

Demographics	Number
Total County Population	0
Unduplicated Head Count	9,092



Trips By Type of Service	2022	2023	2024
Fixed Route (FR)	158,594	0	54,372
Deviated FR	0	0	0
Complementary ADA	560,221	613,316	618,638
Paratransit	104,471	131,148	143,627
TNC	0	0	0
Taxi	0	0	0
School Board (School Bus)	0	0	0
Volunteers	0	0	0
<b>TOTAL TRIPS</b>	<b>823,286</b>	<b>744,464</b>	<b>816,637</b>

Vehicle Data	2022	2023	2024
Vehicle Miles	9,919,499	10,871,016	11,211,707
Roadcalls	552	848	1,230
Accidents	112	126	95
Vehicles	310	294	315
Drivers	377	448	439

Passenger Trips By Trip Purpose	2022	2023	2024
Medical	99,467	102,371	117,133
Employment	332,902	185,479	172,267
Ed/Train/DayCare	237,534	254,133	292,146
Nutritional	33,378	62,371	77,591
Life-Sustaining/Other	120,005	140,110	157,500
<b>TOTAL TRIPS</b>	<b>823,286</b>	<b>744,464</b>	<b>816,637</b>

Financial and General Data	2022	2023	2024
Expenses	\$33,464,080	\$47,180,752	\$61,710,541
Revenues	\$33,464,080	\$47,180,752	\$61,710,541
Commendations	446	1,779	1,871
Complaints	1,757	1,679	1,184
Passenger No-Shows	2,228	25,731	24,029
Unmet Trip Requests	0	0	0

Passenger Trips By Revenue Source	2022	2023	2024
CTD	142,169	91,398	156,682
AHCA	0	0	0
APD	0	0	0
DOEA	0	33,267	42,924
DOE	0	0	0
Other	681,117	619,799	617,031
<b>TOTAL TRIPS</b>	<b>823,286</b>	<b>744,464</b>	<b>816,637</b>

Performance Measures	2022	2023	2024
Accidents per 100,000 Miles	1.13	1.16	0.85
Miles between Roadcalls	17,970	12,820	9,115
Avg. Trips per Passenger	102.65	91.44	89.82
Cost per Trip	\$40.65	\$63.38	\$75.57
Cost per Paratransit Trip	\$49.73	\$63.38	\$80.96
Cost per Total Mile	\$3.37	\$4.34	\$5.50
Cost per Paratransit Mile	\$3.33	\$4.34	\$5.50

Trips by Provider Type	2022	2023	2024
CTC	158,594	0	54,372
Transportation Operator	664,692	744,464	762,265
Coordination Contractor	0	0	0
<b>TOTAL TRIPS</b>	<b>823,286</b>	<b>744,464</b>	<b>816,637</b>



**COMMISSION FOR THE TRANSPORTATION DISADVANTAGED  
ACTUAL EXPENDITURE REPORT FORM**  
(One form for each county)  
Do not report funds from state agency sources)

**COUNTY:**                     Palm Beach County                    

**DUE:**           **September 15, 2024**

<b>Coordinated Transportation</b>			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
\$47,710,825	790,570	\$0.00	0

<b>Transportation Alternatives</b>			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
N/A	N/A	N/A	N/A

<b>Other</b>			
ACTUAL PRIOR YEAR			
Local Funding		Direct Federal Funding	
Expenditures	# of Trips, Operating Subsidy or Capital	Expenditures	# of Trips, Operating Subsidy or Capital
N/A	N/A	N/A	N/A




## Local Coordinating Board Member Training



PALM BEACH  
Transportation  
Planning Agency

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## Training Outline





- Transportation Disadvantaged (TD) Program
- Local Coordinating Board (LCB) Overview
- LCB Duties
- LCB Administration

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# Transportation Disadvantaged (TD) Program

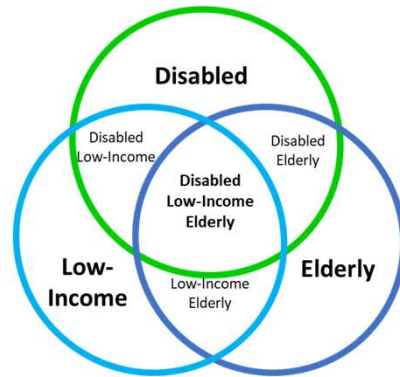
3

 <span style="font-size: 1.2em; font-weight: bold;">Transportation Disadvantaged Program</span>				
	 <b>Commission for Transportation Disadvantaged</b>	 <b>Designated Official Planning Agency</b>	 <b>Community Transportation Coordinator</b>	<b>Local Coordinating Board</b>
<b>Acronym</b>	<b>CTD</b>	<b>DOPA</b>	<b>CTC</b>	<b>LCB</b>
<b>Purpose</b>	Coordinates TD transportation services	Assists CTD at local level	Coordinates & provides transportation services in Palm Beach County	Identifies local service needs & advise CTC

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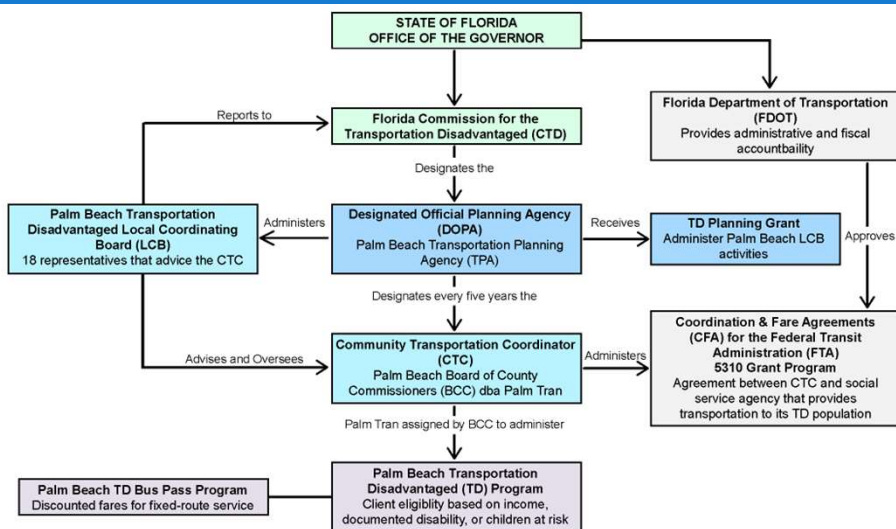
# Transportation Disadvantaged

Describes those persons who because of physical or mental disability, income status, or age are unable to transport themselves or to purchase transportation.

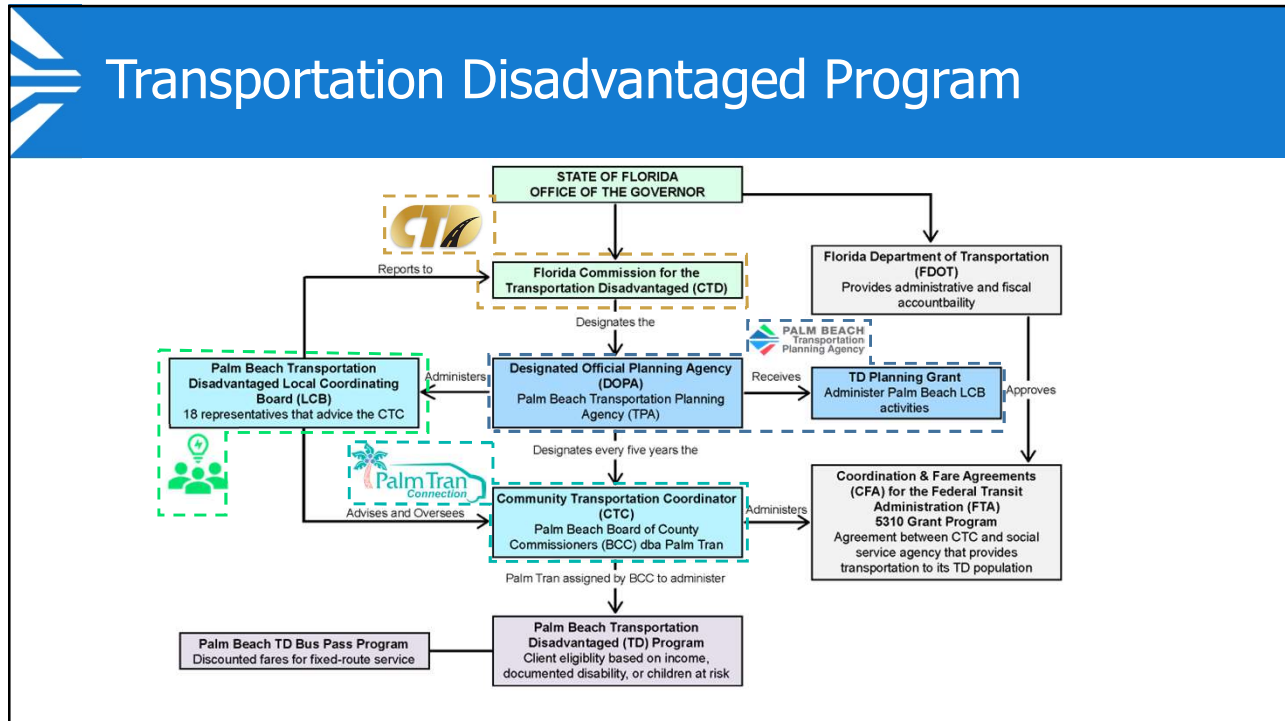


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# Transportation Disadvantaged Program



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# Local Coordinating Board (LCB) Overview

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## LCB Overview

The Local Coordinating Board (LCB) is...

“an **advisory entity** in each designated service area composed of representatives appointed by the metropolitan planning organization or designated official planning agency, to **provide assistance to the community transportation coordinator** relative to the coordination of transportation services.” (F.S. 427.011)

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## LCB Membership


**18** Members

**3** Vacancies

Membership rescinded after 3 consecutive unexcused absences.



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## LCB Membership

- Chair
- Citizen Advocate/User
- Rep. for the Disabled
- Rep. for the Elderly (Vacant)
- Citizen Advocate
- Florida Dept. of Veterans' Affairs
- PBC Community Action
- School District of Palm Beach County
- Florida Dept. of Transportation
- Dept. of Children and Family Services
- Agency for Persons with Disabilities
- Florida Agency for Health Care Administration
- Area Agency on Aging
- Workforce Development Board
- Local Medical Community
- Florida Dept. of Vocational Rehabilitation (Vacant)
- Private Transportation Industry (Vacant)
- Representative for Children at Risk

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## LCB Duties

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## Overview of LCB Duties

- Attend quarterly meetings
- Review and approve Annual Operating Report (AOR)
- Review Annual Expenditure Report (AER)
- CTC Evaluation
- Review and adopt Grievance Procedures, create committee
- Review and approve TD Service Plan
- Annually appoint a Vice Chair
- Review and adopt by-laws

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## TD Service Plan

- Outlines TD services and service partners in Palm Beach County
- Annual minor update
- 5 Year major updates

Palm Beach County  
**Transportation Disadvantaged Service Plan**  
 FY 2025-2030




FY25-30 Minor Update - August 21, 2024

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## CTC Evaluation

- LCB conducts annual evaluation of CTC's performance
- Criteria determined by the CTD
  - Evaluates Operations and Performance
  - Surveys riders/beneficiaries, purchasers of services, and contractors



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## LCB Administration

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## The LCB By-laws

- Guides LCB Procedures and processes
- Provide procedures and policies for fulfilling the requirements of Chapter 427, (F.S.), Rules 41-2, Florida Administrative Code
- Set requirements for TD services and LCB operations

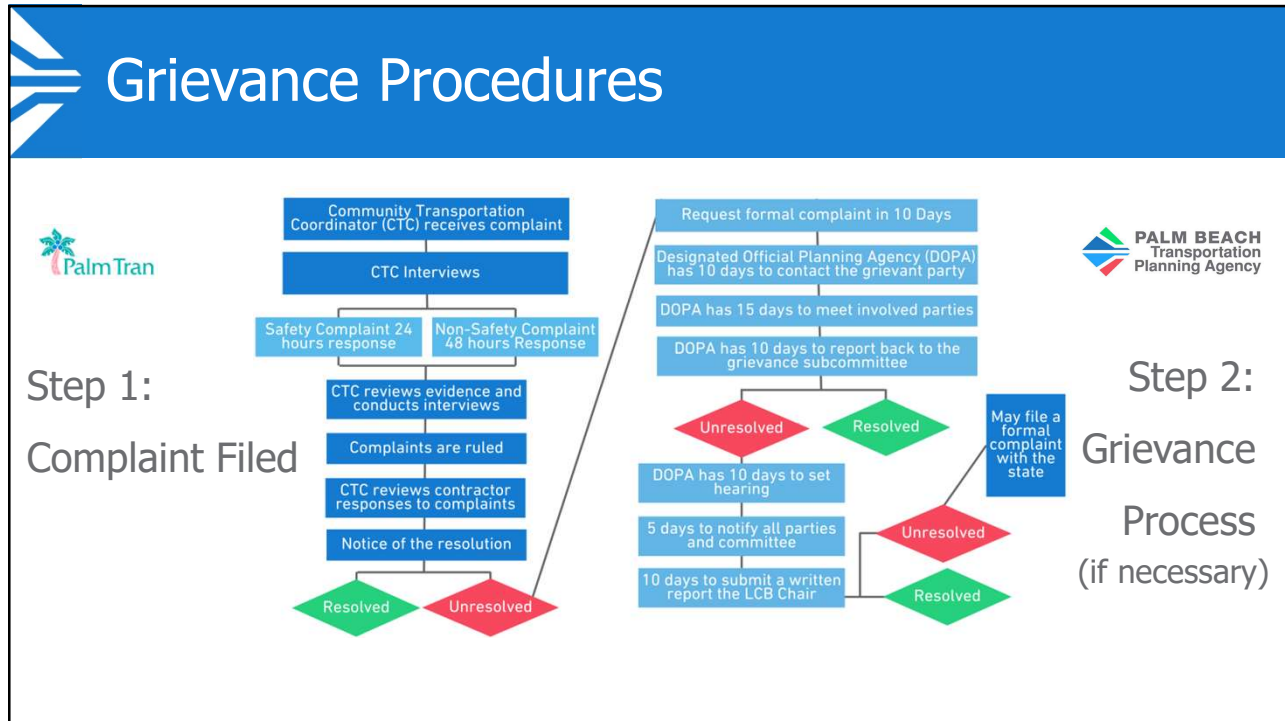
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## LCB Attendance

Automatic rescission of membership for 3 consecutive unexcused absences.

**Excused Absence** = Member must notify TPA of absence at least 1 business day prior to meeting

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# Grievance Procedures

## The Grievance Subcommittee

- Processes and investigates unresolved grievances
- Makes recommendations to the LCB or to the Commission for improvement of service.
- Does not possess adjudicative or determinative powers.

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# LCB Voting

**“No member of a board or commission who is present at any meeting of the board or commission at which an official decision, ruling, or other official act is taken or adopted may abstain from voting.”**

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# Timeline of LCB Duties FY 2024

*Dates subject to change.*



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## FY 25 Timeline

*Dates subject to change.*

