

**MARTIN METROPOLITAN PLANNING ORGANIZATION  
LOCAL COORDINATING BOARD FOR THE TRANSPORTATION  
DISADVANTAGED**

Martin County Board of County Commission Chambers  
2401 SE Monterey Road, Stuart, FL 34996

[www.martinmpo.com](http://www.martinmpo.com)

(772) 221-1498

**Monday, March 6, 2023, at 10:00 A.M.**

**MINUTES**

- 1. CALL TO ORDER** – The Local Coordinating Board for the Transportation Disadvantaged (LCB-TD) meeting of March 6, 2023 was called to order at 10:06 A.M. by Robert McPartlan, Vice Chair.
- 2. ROLL CALL**

**Members in Attendance:**

Robert McPartlan, Vice Chair, Department of Children & Families Services  
Michael Northcutt, Florida Department of Veteran's Affairs  
Zachary Hoge, Florida Division of Vocational Rehab  
Dalia Dillon, Department of Elder Affairs  
Marie Dorismond, Florida Department of Transportation  
Joe Azevedo, Martin County Career Center  
Ashman Beecher, Martin County Transit  
Mary Jo Pirone, Citizen's Advocate/Rider Rep  
Milory Senate, Agency for Persons with Disabilities

**Excused Members:**

James W. Campo, Chair, Commissioner Town of Sewall's Point  
Gayle McArdle, Representative for Persons with Disabilities  
Phyl Weaver, Representative for Persons over 60  
Michelle Miller, Representative for the Economically Disadvantaged (FACA)  
Kim Thorne, Representing Public Education Community

**Members Not in Attendance:**

Brenda Matheny, Local Medical Community  
Monique Coleman, Representative for Children At-Risk

**Staff in Attendance:**

Beth Beltran, MPO Administrator  
Lucine Martens, Planner  
Alor Cadorna, Administrative Assistant

**Others in Attendance:**

Dana Elharintaragen, Stand Up for Independence (SUFi)  
Chris Stephenson, Senior Resource Association

Melody Hearn, Family Care Council Florida, Area 15  
Laverne Williams, User of the Martin County Coordinated TD Transportation System  
and Martin County Transit (MARTY)

**A quorum was present for the meeting.**

### **3. APPROVE AGENDA**

**A motion was made by Dalia Dillon to approve the Agenda as presented. A second was provided by Milory Senat. The motion passed unanimously.**

### **4. APPROVE MINUTES**

- Regular Meeting Minutes – December 5, 2022

**A motion was made by Mary Jo Pirone to approve the Regular Meeting Minutes of December 5, 2022. A second was provided by Joe Azevedo, the motion passed unanimously.**

### **5. COMMENTS FROM THE PUBLIC**

Melody Hearn from the Family Care Council, Area 15, came forward to express her appreciation for the Treasure Coast Advantage Transportation System and the trips that this coordinated system provides to individuals with disabilities. This coordinated transportation helps individuals with disabilities to have a more meaningful life of meeting expectations and helps these individuals inclusively engage in their community. She is also taking a group from the Family Care Council, Area 15, and Stand Up for Independence (SUF) to Tallahassee for TD Day.

### **6. AGENDA ITEMS**

#### **A. ELECTION OF VICE CHAIR**

**A motion to nominate Robert McPartlan as Vice Chair by Milory Senat and seconded by Marie Dorimond, motion passed unanimously.**

#### **B. QUARTERLY PERFORMANCE REPORT**

Lucine Martens introduced Mr. Chris Stephenson of the Senior Resource Association (SRA) who presented the Quarterly Performance Report. He presented the CTC Performance Report for the period covering July 1, 2022, through January 31, 2023, and was available to answer questions.

Robert McPartlan inquired if the SRA will have enough funding left in the budget to cover through June and with the anticipated increase of trips, will SRA be able to support those trips. Chris Stephenson stated that they will have enough funding to do 24,800 trips this year and they should hit that number by the end of June 2023. SRA will be able to support

the increase of trips as well. Robert McPartlan cited that the approval rate for eligibility of transportation disadvantage riders was 85% of the people that applied. He questioned as to whether the 15% declined, had definitely had no chance of them getting approved. Chris Stephenson stated that SRA try and make sure that all the people who get approved for the service are eligible and they must meet certain criteria. SRA are extremely gracious with the eligibility, and they will bend over backwards to make someone eligible for the service if they are in the grey area and will make it happen for them. SRA gets audited by the state every year, so they want to make sure that all the people they are giving the trips to are the people who are eligible because the state will check.

**A motion was made by Michael Northcutt to approve the Quarterly Performance Report. A second was provided by Marie Dorismond, the motion passed unanimously.**

### **C. FY22 COMMUNITY TRANSPORTATION COORDINATOR (CTC) EVALUATION UPDATE**

Lucine Martens introduced the agenda item and informed the committee that this is an informational item. The LCB-TD assists in the evaluation of the Community Transportation Coordinator (CTC). With the coordinated help of LCB member volunteers and Martin MPO staff, the evaluation for the CTC is underway.

Robert McPartlan inquired if the surveys are done. Lucine Martens stated that the surveys are still underway and will be done by early May. Robert McPartlan added that it's important that the comments from the riders who are afraid that this service will go away are needed for the April 4<sup>th</sup> meeting presentation to the Martin County Board of County Commissioners.

### **D. LCB-TD BYLAWS**

Lucine Martens gave a brief overview of the LCB-TD Bylaws. The Bylaws govern the composition, scope, and procedures of Martin County's LCB-TD. The Bylaws shall state that the LCB-TD will conduct business using parliamentary procedures according to Robert's Rule of Order and shall be updated annually. The Florida Commission for the Transportation Disadvantaged requires that these procedures are brought before the LCB-TD on an annual basis for re-adoption. She also mentioned there was clarifications on what constitutes a quorum. There were some inconsistencies in the verbiage through some of the paragraphs but now it is finally consistent and clear.

**A motion was made by Michael Northcutt to approve the LCB-TD Bylaws. A second was provided by Dalia Dillon, the motion passed unanimously.**

### **E. LCB-TD COMPLAINT AND GRIEVANCE PROCEDURES**

Lucine Martens introduced the agenda item. The LCB-TD Program Complaint and Grievance Procedures establish a specific course of action to remedy situations that may

have contributed to a complaint or grievance from a TD rider or beneficiary. This document also serves as the local grievance system as mandated by Chapter 427, Florida Statutes and Rule 41, Florida Administrative Code. The Florida Commission for the Transportation Disadvantaged requires that these procedures are brought before the LCB-TD on an annual basis for re-adoption. Robert McPartlan inquired if we had any complaints from the riders. Chris Stephenson stated that the CTC handles any local complaints, and they had five complaints this year and that is a very low number.

**A motion was made by Milory Senat to approve the LCB-TD Complaint and Grievance Procedures. A second was provided by Michael Northcutt, the motion passed unanimously.**

**7. COMMENTS FROM COMMITTEE MEMBERS - None**

**8. NOTES**

- Senior Resource Association (SRA) will return to present to the Martin County BOCC at the April 4, 2023, meeting.
- Transportation Disadvantaged Planning Grant Progress Report
- Open House for Martin County Transit Service (MARTY) on March 29, 2023.

**9. NEXT MEETING**

- June 5, 2023, at 10:00 am (Commission Chambers, Administration Bldg.)

**10. ADJOURN 10:42 A.M.**

**Prepared by:**

  
\_\_\_\_\_  
Alor Cadorna, Administrative Assistant

6-5-23  
\_\_\_\_\_  
Date

**Approved by:**

*For:*   
\_\_\_\_\_  
James Campo, Chair

6-5-23  
\_\_\_\_\_  
Date

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