



**NORTHEAST FLORIDA REGIONAL TRANSPORTATION  
COMMISSION (NEFRTC)/RTCC  
MEETING SUMMARY**

Wednesday, June 27, 2018 - 1:30 PM  
NFTPO Board Room  
980 North Jefferson Street  
Jacksonville FL 32209

**MEMBERS PRESENT:**

Commissioner James Bennett, Baker County, **Chairman**  
Commissioner Lindsey Brock, Duval County, **Secretary**  
Commissioner Bill Bishop, Duval County, **Treasurer**  
Commissioner Ennis Davis, Duval County  
Doreen Joyner Howard, FDOT

**MEMBERS ABSENT:**

Commissioner Doug Conkey, Clay County  
Commissioner Bill Gulliford, Duval County  
Commissioner Jimmy Johns, St. Johns County  
Commissioner Chip Laibl, Putnam County, **Vice Chairman**  
Commissioner Danny Leeper, Nassau County

**OTHERS PRESENT:**

Mark Wood, JTA  
Peter Gajdjis, JTA  
Liz Peak, RMG  
Mike Hays, Nassau COA  
Boyd Thompson, Ride Solution  
Brian Teeple, NE FL Regional Council  
Denise Bunnewith, TPO  
Brad Thoburn, JTA  
Thee Perry, FDOT  
Jeremy Norsworthy, JTA  
Janell Damato, FDOT  
Cheryl Freeman, RS&H  
April Baachus, ETM  
Carolyn Morgan, Clay County Planning Dept.

**STAFF PRESENT:**

Alan Mosley, RTC

Jeff Sheffield, North Florida TPO Staff

Jennifer Lott, North Florida TPO Staff

**1. CALL TO ORDER**

Chairman Bennett called the meeting to order at 1:40 pm. Introductions were made around the room.

**2. PUBLIC COMMENT**

None at this time.

**3. APPROVAL OF THE APRIL 25, 2018 MEETING SUMMARY**

In the absence of a quorum, no action is taken.

**4. TREASURER'S REPORT FOR MAY 2018**

In the absence of a quorum, no action is taken.

**5. RTCC MEETING AND UPDATES**

James Bennett announced that the RTC Board and the Regional Transit Coordinating Committee (RTCC) members are holding a joint meeting this month to bring everyone together and have the opportunity to hear project updates and ask questions. He then turned the meeting over to RTCC Chair Mike Hays.

**A. Review and Approve RTCC May 16, 2018 Meeting Summary**

Chairman Hays asked for review and approval of the May meeting's summary.

**Janell Damato made a motion to approve the May 16, 2018 meeting's summary; seconded by Brad Thoburn, motion carried unanimously.**

**B. Update and Implementation Strategies**

**Coordinated Paratransit Initiative** - Brad Thoburn reported that the Paratransit initiative is in the "Proof of Concept Stage". There are real opportunities to better utilize resources with this project. Each of Northeast Florida's transit agencies are paying drivers to transport passengers to Shands Hospital and to wait several hours for their passengers to complete their appointments before returning to their county. This project will allow these agencies to transport JTA clients from the Shands Will-Call Center if their destination is within a 2-mile radius of Shands/UF

Health. All of the agencies are using the Trapeze software and have vehicles equipped with Mobile Data Terminals.

The implementation steps for this project include:

- Testing the Trapeze software parameters
- Drafting a MOU
- Identifying participants
- Negotiating rates
- Tracking passenger satisfaction
- Documenting savings and lessons learned

Lindsey Brock asked if any push back from passengers are expected during this project. Mark Wood responded that the Will-Call Center is staffed, and all passengers will be provided with a face to face hand-off to the drivers.

James Bennett asked that the committee work to develop one regional agreement and rate. All partners should be at the table and no partner should be compensated more than another. A RTCC working group should meet soon to come up with a flat rate.

Peter Gajdjis stated that a flat rate is more common nation-wide and is much easier to manage.

**Coordinated Regional Express Routes** – Mike Hays described the current transit routes in Nassau County and introduced the proposed Nassau Express Route which will operate between Jacksonville and Yulee. A second phase may be implemented in the future to Fernandina Beach.

There is a strong demand for transportation to employment in Jacksonville and to the resorts in Amelia Island. Transfer options will be available on both ends of the express service so that passengers will have access to many employment opportunities.

Brad Thoburn shared that the JTA and Nassau Transit has agreed on the terms of a MOU. However, it cannot be signed until the FDOT grant joint participation agreement has been signed.

As soon as those documents are signed, an RFP will be published seeking a vendor to provide the vehicle and driver for the service. The vehicle will be a small over the road coach with various amenities including Wi-Fi. Nassau Transit currently uses 14-passenger paratransit type vehicles with noisy lifts and no amenities.

**Regional Fare System** – Liz Peak presented the final version of the Regional Fare Study. This study was funded by the JTA with contributions from the RTC. It establishes the implementation plan for a regional fare system.

The recommendations include:

- Implementing a governance structure and agreements
- Developing a cost-sharing model
- Coordinating fare policies
- Procuring emerging technology

The implementation steps have already been started with the hope to be the first three tasks completed by December 2018. Grants will be sought to fund the last step.

### **C. New Business**

None at this time.

### **D. Old Business**

Liz Peak demonstrated the RTC's communications efforts since the April RTC Board meeting. During this meeting, Board members mentioned that the RTC needed to communicate better with our partners. This has been accomplished through an RTC newsletter sent to everyone who has attended an RTC or RTCC meeting and to all county commissioners, council members and planners. A FaceBook page has also been created for the RTC.

### **E. FDOT Update**

Doreen Joyner-Howard announced that the OIG is currently auditing District 2's Section 5311 and 5310 transit grant programs. Some agencies may receive questions or requests for documentation to support this audit.

Janell shared that the FTA has made funds available for disaster protection. Large urban areas have already received their funds directly from the FTA. FDOT is still working out how to disburse the funds to rural and small urban agencies.

### **F. Member Updates**

No agency shared any updates.

## **6. EXECUTIVE DIRECTOR'S REPORT**

Alan Mosley asked for the Board's feedback about the future of the RTC. To date, Clay County has not signed the resolution. The RTC can fight through this or can put the RTCC under the TPO to continue the work they are doing.

Mr. Mosley proposed to draft a resolution to ensure that the RTCC continues add value to the community in terms of regional mobility. He also asked the board to enter into an MOU with the TPO to transfer the balance of the RTC funds to the TPO to fund the continuation of the RTCC.

James Bennett responded that he feels that Clay County should not be the bad guy in this situation. None of the other counties have agreed to provide any additional funding to sustain the RTC. If the resolution passes, the RTC will still have challenges to remain a viable organization and find a sustainable funding source.

Bill Bishop stated that the reality is that Clay County is not going to pass the resolution and the RTC is going to sunset. Mr. Bishop supports the idea of transferring the RTC resources to the TPO to continue to support the RTCC. He asked if the RTC has the ability to do that legally. If the TPO is agreeable to this, he believes that this is the best place for the RTCC. He asked if the RTC lends any creditability to helping the RTCC proceed with its work, or is it better served under the TPO?

James Bennett commented that one option is that the RTCC becomes a standing committee to the TPO. The reality is that the RTC may not survive the sunset. The Board needs to decide what the right structure is for the RTCC going forward. The RTCC has worked very hard and have many successes. We cannot let it die.

Ennis Davis commented that both options should be pursued until a decision is made.

Lindsey Brock commented that a third option could a governance structure like the one discussed in 6.1 of the Fare Study be created. Mr. Brock express a concern that the RTC would get lost under the TPO.

Bill Bishop commented that the RTC needs to decide which direction we are going. The value of having the RTCC under the TPO is that it is a group of elected officials that lends it credibility.

James Bennett commented that maybe we take our resources and through another mechanism push the resources so that the RTCC to become self-sufficient. We could continue to operate as a committee under the TPO.

Jeff Sheffield responded that the TPO could find a home for the RTCC. The TPO does receive formula Section 5303d (FTA Transit Funds) annually and typically gives those funds to JTA. However, the TPO is not obligated to continue to do so. It is possible to use those funds to sustain the overhead functions of the RTCC.

The TPO Board represents all six counties, with two non-voting counties (Baker and Putnam). The TPO has demonstrated mechanisms to allow Baker and Putnam Counties to have a vote in decisions that affect all six counties. The Section 5303d funds will only be able to technically serve the four primary counties. The RTC funds that are transferred to the TPO will sustain Baker and Putnam County's portion of the RTCC efforts. Through this change to the TPO, the RTCC would have more exposure to elected officials, media and interested citizens.

Many of the RTC Board members also serve as board members of the TPO. They include James Bennett, Jimmy Johns, Danny Leeper and Chip Laibl.

James Bennett has asked that Mr. Mosley come back before the Board in August with some potential options on how we move forward.

### **PUBLIC COMMENT**

None at this time.

### **► 9. ADJOURN**

There being no further business, the meeting was adjourned at 3:30 p.m.

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James Bennett, Chairman

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Lindsey Brock, Secretary