

Mid-State Regional Coordinating Council (RCC) Minutes
CNHRPC 28 Commercial St, Concord, NH
Feb. 12, 2019

Members present: Dean Williams (CNHRPC), Cindy Yanski (Friends Program), Robert Friberg (Merrimack County Dept. of Corrections), Sam Durfee (City of Concord), Roger Vachon (Concord, EngAging NH), Derek Lavoy (Granite State Independent Living), Suzanne Demers (Community Action Program – Belknap/Merrimack Counties, Inc), Dari Sassan (Town of Tilton), David Jeffers (LRPC).

By phone: Carrie Chandler (Genesis Behavioral Health), Tom Schamberg (Town of Wilmot – Chair)

Others present: Erin Mullen (CAPBMCI/Mid-State RCC)

1) Welcome & Introductions

D. Williams led the meeting as the Chair was participating by phone. All present introduced themselves.

2) Review and Approve minutes of January 8, 2019 RCC meeting

A motion was made to accept the minutes from the January 8, 2019 meeting with two minor changes.

m/s/a D. Lavoy/C. Yanski

3) SFY 2020 5310 RCC Program Funding Application

D. Williams reminded the RCC that the 5310 proposal for the region is due to NH DOT Feb. 27 and must be approved by the RCC. There have been a few changes to the program this round, combining the Purchase of Service (POS) and Formula Funds (FF) grants into one program and enabling transportation providers to serve as Lead Agency for the combined program. There are also new oversight requirements for the Lead Agency.

a. Lead agency designation

S. Demers explained that CAPBMCI is waiting to hear back from NH DOT regarding some questions about being lead agency. Other entities (potential lead agencies) around the state have also posed questions to NH DOT.

A motion was made to designate CAPBMCI as lead agency contingent upon satisfactory answers from NH DOT.

m/s/a R. Vachon/C. Yanski

b. Application Budget approval

S. Demers stated that CAPBMCI submitted a proposal incorporating four programs, the Volunteer Driver Program (VDP), Rural Transit System (RTS), Mobility Manager position, and the Taxi Voucher program. The budget request is for the full amount of available funding for the region, \$261,746. As only a partial copy of the proposal had been received by D. Williams, it was suggested that the RCC members vote on the

final budget figure and the programs described. If adjustments in the balance of funding need to be adjusted later during the term of the grant, the RCC can take a vote to adjust the specific amounts at a public meeting.

A motion was made to approve the submission of an application for 5310 funding for \$261,746 to be used for the VDP, RTS, Taxi Voucher programs and funding the Mobility Manager position with details to be given in the full proposal.

m/s/a R. Vachon/D. Lavoy

4) 5310 Purchase of Service Update

- a) E. Mullen reviewed figures from her report on rides and expenditures.

<u>Dec.</u>	<u>Jan.</u>	<u>Month</u>
212	218	VDP trips
0	0	Paratransit trips
154	168	RTS
132	110	RTS – expanded route
50	39	Taxi voucher trips

The report on the Volunteer Driver Program (VDP) was given. A new map of the region with locations of riders and drivers was shared. There are three new drivers, resulting from recruitment. No new customers. Much effort is going into cleaning up the driver list and looking to expand the pool of drivers, with a focus on not just individual communities but groups of communities. They are looking to overlay drivers and customers to develop a pool of drivers and make requests for drivers more targeted. A goal for June 2019 is to have 40 active drivers.

There was also a general discussion of supplementary services that may be available to seniors and limits on the eligibility for the programs.

- b) The Rural Transit System (RTS) – Senior Bus Expansion - The figures for the RTS and RTS Expansion Rides for Dec. and Jan. were reviewed.
- c) The Pilot Taxi Voucher Program – R. Friberg reported that the 39 total rides for January were through 1/25/19. There are currently four riders in the program. Rides are mainly in Boscawen, Concord, and Tilton area. There was discussion of the tracking mechanism - through case management (2-3 staff). The program utilizes Concord Cab Co.
- d) Budget modification – CAPBMCI made a request to modify the format for reimbursement to better reflect the actual reimbursement and to encourage recruitment of more drivers. Instead of a flat fee of \$18 per ride, they are requesting to bill \$12/ride for CAP plus \$0.55/mi for the driver.

A motion was made to approve the new billing structure of \$12/ride for CAP plus \$0.55/mi for the driver.

m/s/a – R. Vachon/C. Yanski

5) Regional Mobility Manager Update

E. Mullen reviewed her monthly report – multiple meetings in Laconia. Met with GSIL to coordinate Paratransit rides. She is now involved with (co-chair) the new Mobility Management Group. They are working on an evaluation of RTS Expansion.

She and staff are focusing on goals. New flyers have been developed and will be distributed. See the full report (Handout #1) for details.

6) Mid-State RCC Coordinated Plan Update

55 surveys have been received and we will keep it open until March 5, when the Lakes Region meeting takes place in Laconia (at the Laconia Public Library 10:00 – 11:00 AM). A meeting was held in Hillsborough – turnout was low, in part, due to weather. Some interesting feedback included that lack of rides getting to AA and counselling opportunities is an issue.

It is expected that a draft will be sent out to the RCC and available to the public for review and comment for 30 days. The RCC will approve the updated Plan and then the Commissions will adopt the Plan.

7) Future meeting schedule

April 9, 2019 2:00 PM Location TBD

8) Any other business

D. Williams inquired about the status of the Capital Request by CAPBMCI, no approvals yet.

A question about the Title VI Plan was straightened out between agencies.

R. Vachon noted that EngAgingNH is seeking nominations for Senior Volunteers volunteering to help seniors by March 9. Award ceremony will be on May 6 at the State House.

9) Adjourn

A motion was made to adjourn.

m/s/a – S. Demers/C. Yanski