

**Mid-State Regional Coordinating Council (CCRCC) Minutes**  
**Belmont Senior Center**  
**Belmont, NH**  
**June 11, 2019**

Members present: Dean Williams (CNHRPC), Cindy Yanski (Community Action Program – Belknap/Merrimack Counties, Inc [CAPBMCI]), Robert Friberg (Merrimack County Dept. of Corrections), Carrie Chandler (LRMHC), Terri Paige (CAPBMCI), David Jeffers (LRPC)

**1) Welcome & Introductions**

All present introduced themselves.

**2) Review and Approve minutes of May 7, 2019 RCC meeting**

Approval was tabled as it was determined that the requirements for a quorum had not been met.

**3) 5310 Purchase of Service and Formula Funded services**

- a) The report on the Volunteer Driver Program (VDP) was given. C. Yanski gave an update on riders and drivers, including a table showing program figures from the past six months. These figures and trends were discussed.

Cindy has met with several groups, including the Tilton Senior Center to discuss the VDP services and needs. Several new drivers are expected from these conversations. The CHAT program has folded.

She is working on securing alternates for the paratransit rides.

- b) The Pilot Taxi Voucher Program – R. Friberg reported that the number of riders has increased dramatically since January, from 50 to more than 200 per month. They are finding that there is some redundancy as some of the rides in Concord could be handled by CAT. He met with Cindy and Terri before today's meeting to discuss and are going to work with MCDOC to find cost effective ways to reduce this duplication. MCDOC will potentially use the travel trainer to teach the riders how to use CAT going forward.
- c) The Rural Transit System (RTS) – The 5310 funded rides for the RTS between FY16-FY19 were reviewed.

**4) SFY 2020 5310 RCC Program Funding Application**

- a. Taxi Voucher RFQ and selection process  
The RFQ has been put out to bid. This will be run as a contracted service. We could contract with a couple of providers. No applications have been submitted yet,

though several have expressed interest. Cindy is the primary contact and D. Williams will serve as back-up contact.

D. Williams, C. Yanski, R. Friberg, and T. Paige agreed to serve on the application scoring subcommittee.

Oversight and Compliance were discussed. Proof of compliance is to rest with CAPBMI. To keep consistent throughout the programs, CAPBMCI will require each of the riders of the Taxi Voucher Program to submit client applications and rides will be dispatched from CAPBMCI's dispatch office. As CAPBMCI works on expanding their dispatchers, they will have tablets on buses to facilitate better record-keeping.

There was discussion of expanding the use of the Taxi Voucher Program to possibly supplement the VDP for specific situations where existing services were not available.

b. **Budget review and approval**

In July all rates will need to be approved, this may require a separate meeting with representatives from all parties involved.

**5) Regional Mobility Manager Update**

C. Yanski has been reaching out to non-participating RCC members. She has also met with other Mobility Managers from around the state.

It was noted that 5311f funding is going to be made available, seeking bids from providers to establish a fixed route bus serving Concord to Franklin/Tilton with possible stops in Boscawen and MCDOC.

**6) Mid-State RCC Coordinated Plan Update**

A revised draft of the Plan will be completed by mid-June. A copy of the Goals & Implementation Strategies was distributed and reviewed. The final draft will be distributed for comment.

**7) Future meeting schedule**

July 9, 2019 2:00 PM      Location: Concord – Horseshoe Pond Senior Center

**8) Any other business**

The Mobility Manager is working on building a new website and will transition into handling the agenda and minutes.

**9) Adjourn**