

NH State Coordinating Council for Community Transportation Meeting Instructions
Thursday, September 5, 2024 • 1:30-3:30pm • Hybrid Meeting

The SCC is required to meet at a physical location with a quorum of voting-members physically present. The SCC has determined that continuing to provide a Zoom component will help to maintain the high level of statewide participation achieved when meetings were completely virtual. In summary, all are welcome to attend the meeting in-person. Voting members are required to meet in-person unless excused by the Chair. Non-voting members, other stakeholders and members of the public may participate by Zoom. All Zoom participants will be listed as meeting attendees. The meeting will be recorded.

Physical Location

Granite State Independent Living (GSIL)
21 Chenell Drive, Concord NH

Zoom Instructions SCC Hybrid Meetings August 2024 – May 2025

Steve Workman will moderate Zoom during the meeting. Participants will arrive in the waiting room and are asked to wait patiently to be let in. Make sure you have your full name on your Zoom profile so we can identify who you are before we allow you access to the meeting. Always remain muted unless you are speaking. If you wish to speak, please use the “Raise Hand” button located under the “Reactions” tab and when done speaking please lower hand.

Please note that the Chair may limit discussion to voting members and/or impose a time limit on members of the public wishing to address the council.

A reminder to let Steve Workman know if you are a voting member and will be attending in-person so that we can ensure a quorum.

Join SCC Meeting by Zoom

Please note that this is a series Zoom link that is good for regular SCC meetings August 2024 – May 2025.

Join Zoom Meeting

<https://us02web.zoom.us/j/83603136945?pwd=EA5IH8ges61YGTRNPxBgHr1bwVAvEI.1>

Meeting ID: 836 0313 6945

Passcode: 060605



NH State Coordinating Council for Community Transportation
Granite State Independent Living • 21 Chenell Drive, Concord, NH • And by Zoom
Meeting Agenda • September 5, 2024

Proposed motions are offered for convenience and accuracy. They do not necessarily reflect the opinion of the Chair or members and can be used, ignored, or amended as needed.

Item
I. Call to Order, Welcome & Introductions
II. Chair’s Update
III. Meeting Minutes
1. August 1, 2024
IV. Discussion/Action Agenda
A. SCC Membership & Leadership Team
1. Leadership Team appointments – Chuck
2. Recommended candidates to serve as voting SCC members - Chuck
B. NHDOT Updates – Fred
1. General Updates
2. Initial Discussion: Distribution Method for NHDOT-FTA 5310 Funds for SF26-27
a. Virtual (informal) Information Session with NHDOT September 17 2-3pm on Teams
C. SCC-RCC Communication/Relationship Improvement Initiatives
D. Statewide Mobility Management Network Updates
1. Funding Realities for MM this FY24-25 – Chuck/Fred
2. Establishing an Initiative to increase support of the people/providers in North Country – Chuck
3. State Mobility Manager Report – Teri Palmer
E. Keep NH Moving Website Update – Steve
F. SCC Strategic Workgroups
1. Leadership review of SCC Workgroups - Chuck
2. Update from Governance - Deb
3. Update from Annual Report Workgroup – Teri Palmer
4. Update from Sustainability – Ellen/Steve
G. Next Meeting: October 3, 2024
H. Save the Date: Tri-State Transit Conference 2025, September 3-5, Portland, Maine
V. Discussion by members of the public
<i>The chair reserves the right to open, suspend or limit discussion. Two-minute limit per speaker.</i>
VI. Adjourn

**NH State Coordinating Council for Community Transportation
Meeting Minutes • August 1, 2024
Granite State Independent Living • 21 Chenell Drive, Concord, NH • And by Zoom**

Voting Members Present In-Person: Deb Ritcey, Steve Workman, Rad Nichols, Sylvia Von Aulock, Ellen Avery, Chuck Saia, Gene Patnode,

Voting Members Present via Zoom: Melina Hill Walker, Cathy Cormier (DOT Alt)

Non-voting Participants: Shelley Winters, Kerry Miller, Andrew Harmon, Donna Marceau, Ben Herbert, Candy Reed, Teri Palmer, Terry Johnson, Jeff Donald, Scott Boisvert, Janet Langdell, Scott Bogle, Cindy Yanski, Sara O’Dougherty, John Wilson, David White, Camille Correa, Brenda Gagne, Miguel McGinnis, Kathleen Vasconcelos, Jack Hutchinson

I. Call to Order, Welcome & Introductions

- Chair Chuck Saia called the meeting to order at 1:36pm

II. Chair’s Update

Incoming Chair Chuck Saia is the Executive Director of the Governor’s Commission on Disability. Chuck thanked the council for giving him the opportunity to serve as its chairperson, and he’s looking forward to working with everyone. Today, we will address membership, including individuals we’re requesting that the governor reappoint and other vacancies. We’ll also discuss the annual report, which is due on Nov. 1, and look at where the Mobility Management Network is and how it’s moving forward.

III. Meeting Minutes

Motion: Ellen Avery and Deb Ritcey move to accept the May 2, 2024 Minutes as amended.			
Councilor	Vote	Alternate	Vote
Avery, Ellen	Yes		
Butler, Fred	Absent	Cathy Cormier	Yes
Hill Walker, Melina	Yes		
Lore, Jesse T	Absent		
Nichols, Rad	Yes		
Paige, Terri	Absent		
Patnode, Gene	Yes	Bowmar, Brigitte	
Ritcey, Deborah	Yes	Lavoy, Derek	
Saia, Charles	Yes	Roberge, Fred	
Vinter, Scott	Absent		
Von Aulock, Sylvia	Yes		
Whitten, Mike	Absent		
Workman, Steve	Yes		
Results:			
Yes: 9	No: 0	Abstain: 0	Motion: Passes

Motion: Deb Ritcey and Ellen Avery move to accept the June 7, 2024 Minutes as presented.			
Councilor	Vote	Alternate	Vote
Avery, Ellen	Yes		
Butler, Fred	Absent	Cathy Cormier	Yes
Hill Walker, Melina	Yes		
Lore, Jesse T	Absent		
Nichols, Rad	Yes		
Paige, Terri	Absent		
Patnode, Gene	Yes	Bowmar, Brigitte	
Ritcey, Deborah	Yes	Lavoy, Derek	
Saia, Charles	Yes	Roberge, Fred	
Vinter, Scott	Absent		
Von Aulock, Sylvia	Yes		
Whitten, Mike	Absent		
Workman, Steve	Yes		
Results:			
Yes: 9	No: 0	Abstain: 0	Motion: Passes

IV. Discussion/Action Agenda

A. National Easterseals Letter of Support

- Steve Workman presented a request from Judy Shanley, VP of Transportation at Easterseals National and co-director of the National Center for Mobility Management to support National Easterseals proposal to lead a new FTA funded technical assistance center. NCMM is currently under the co-direction of CTAA and Easterseals (National). Judy and Easterseals have been involved in this work for over a decade. Judy has been a longtime resource to NH community transportation and helped us to shape recent innovations and connected our state work to FTA.
- Background: The FTA funded National Center for Mobility Management will sunset at the end of December 2024. FTA is replacing it with a new technical assistance center that will include CCAM and Mobility Management. A competitive bid process has been launched by FTA and closes August 30, 2024. This requested letter of support is for the proposal National Easterseals as lead agency will submit in collaboration with National R-TAP, SUMC, NADTC and a variety of consultants.
- Steve Workman reminded that he is an independent consultant working for NCMM at Easterseals with Judy as his supervisor and advised that his work would continue if this proposal is selected. He further advised that he will recuse himself from this vote because he has a financial interest in the Easterseals proposal. He said he was willing to answer any questions and/or to leave the room if the membership felt it needed to discuss and vote in his absence.
- Group discussion: Steve responded to several clarifying questions and committed to asking Judy for details about the grant that should be included in the LOS and for any key points or NH experiences that she would

like to see us included. Steve will provide this information to the Chair to provide a letter in support and will continue his recusal by not participating in the development or delivery of the LOS. Chuck, Deb and Gene will draft the letter with info provided by Judy. SCC will review a copy of the letter at its September meeting. Steve was not asked to leave the room during discussion and the vote.

Motion: Sylvia von Aulock and Gene Patnode moved the authorize the Chair to provide a letter in support of National Easterseals grant proposal submission for an FTA funded National CCAM Technical Assistance Center.			
Councilor	Vote	Alternate	Vote
Avery, Ellen	Yes		
Butler, Fred	Absent	Cathy Cormier	Yes
Hill Walker, Melina	Yes		
Lore, Jesse T	Absent		
Nichols, Rad	Yes		
Paige, Terri	Absent		
Patnode, Gene	Yes	Bowmar, Brigitte	
Ritcey, Deborah	Yes	Lavoy, Derek	
Saia, Charles	Yes	Roberge, Fred	
Vinter, Scott	Absent		
Von Aulock, Sylvia	Yes		
Whitten, Mike	Absent		
Workman, Steve	Recused		
Results:			
Yes: 8	No: 0	Abstain: 1 (Steve)	Motion: Passes

B. NHDOT Updates (Shelley & Cathy)

1. SCC Council Appointments – Shelley Winters

- The terms have expired for all SCC voting members appointed by the Governor and Executive Council. These positions need to be filled through re-appointment or new appointments as soon as possible with the governor requesting that all state councils, etc. are appropriately filed before the end of his term. There are eight (8) open seats to fill. Shelley also conveyed some concerns from the field that some part of NH are underrepresented on the SCC and suggested that might be something to include in strategies for filling
- Deb and the Governance Committee will assist Rad vetting and recommending potential candidates. A partial list of candidates is expected to be on the September SCC Agenda. Steve will send Shelley his nomination packet used when he was originally appointed.

2. General Updates (Cathy Cormier)

- Cathy shared that the Keep NH Moving website is great and she is using it frequently.
- FY26-27 FTA 5310 RCA Regional Distribution funding is going out in the fall/winter. By spring 2025, RCC leads need to submit their applications for funds. NHDOT will distribute the money (They will be using 2020 Census data). The amount of money per region won't increase, but Cathy's not sure if it includes the newest 10%. Does the SCC have recommendations on how to distribute the money, including should lane

miles or square miles be factored into the decision? The funds are normally distributed based on communities with seniors with disabilities, but the DOT may consider other factors to find a more balanced approach. Depending on how it's distributed, it may adversely impact specific programs.

Discussion:

- Rad suggests the SCC form a subcommittee for this and/or planning for possible funding scenarios.
- The funding discussion has SCC members concerned about the future of the Mobility Management Network and funding the mobility managers. Without funding, Regions 1 and 2 could lose their mobility managers. Teri Palmer says currently the network is not part of an entity, it just exists and to get funding, it needs to be part of something or potentially restructured. Possible funding source suggestions from SCC members include: DHHS, CMAC, braided funding and there may be an AARP grant opportunity through Jeff Donald (\$50K for three years). Steve adds that we need to show data (including any data from the Statewide Needs Assessment that's coming in early, prior to full results in 2026) to the appropriate parties to secure funding. Chuck suggests correspondence from Fred Butler on this for the SCC Leadership to review.
- Teri Palmer can work with Fred Butler to survey the Mobility Managers to see where they stand financially.
- Cathy will ask about the \$1.2M flex funds that Steve reminded was supposed to be for the Mobility Management Network.

C. SCC Mobility Management Network Updates

1. State Mobility Manager Report (Teri):

- Teri met with Steve and Fred in July to review the Performance Measures spreadsheet. (PM 1 new ridership, PM 2 is referrals and PM 8 is meetings and outreach). Teri has worked with the Mobility managers to better define the distinction between meetings and outreach for the specific PMs. Teri needs approval on these definitions to update the PMs.
- Mobility Managers who have not turned in workplans, are getting those together. Also, some providers are not submitting info for the spreadsheet. Teri has informed SCC leadership/Fred Butler and they will hold these folks accountable.
- We may post Ben's video on the website.
- Teri will email Chuck any items for SCC leadership to review, including PM definitions and asking SCC leadership to define their goals for the Mobility Managers moving forward. SCC leadership will provide info by the September meeting.

2. Employment status of Mobility Managers (FT/PT/Other)

- At this time, Regions 1 & 2 are partially funded, and that funding will likely be expended by end of Fall 2024. Tri-County CAP continues to umbrella both mobility managers, but requires more funding for these positions. Members expressed concern that we are learning about this shortfall in August and that we are in danger of losing those two mobility managers. SCC Leadership, North Country folks and NHDOT will be looking closer at these issues to determine how to best proceed.

D. Keep NH Moving Website (Steve)

- Steve reported ongoing updates to the site including events, SCC members and officers, added partners and have received significant user feedback.

- Steve has conducted successful website training sessions with health care and workforce personnel, including how coordination works, the value of the Mobility Management Network and how to use the site. When presenting, Steve is clear with audiences that this is the first step in securing a ride and is a first step for the state to have such a tool. He said we should acknowledge upfront that this site will require constant updating and improvement and that larger goals like a single call/click to book a ride anywhere in the state is something that will take years and money.

E. SCC Fiscal Year 24-25 – TABLED

1. Focus on policy and improving coordination structure
2. Voting members: Nominating Committee (Rad)
3. Development of 24-25 Workplan
4. SCC workgroups for 24-25 that will eliminate from the workplan.

The Chair tabled Agenda Item E.1-4 because of the lengthy discussions about funding formula changes and the mobility management funding concerns. Chuck believed the SCC Leadership was going to require more time to prepare information and suggestions for discussion at regular meetings. These items will appear on forthcoming agendas as they are ready.

F. Governance Committee: Regional Bylaws Adoption Update – Deb Ritcey

- Deb is waiting for a couple RCCs to submit their recently approved bylaws. She will have a full report at the September meeting.

G. SCC Strategic Workgroup Updates – Not already on the agenda

1. Sustainability (Ellen)

- Committee is restarting meetings after the summer recess.

2. SCC Annual Report (Teri)

- The annual report is due Nov. 1 to Governor and Executive Council. The current one the workgroup is drafting covers the last three years. SCC leadership will receive a draft when ready.

H. Next Meeting: September 5, 2024.

V. Member announcements/comments - None

VI. Adjourn: Meeting adjourned at 3:37 p.m.

Respectfully Submitted, Kerry Miller, Nashua Transit
Steve Workman, SCC Secretary



State Coordinating Council for Community Transportation

08/09/2024

Judy L. Shanley, Ph.D.

National Director, Transportation & Mobility

Asst. Vice President, Education & Youth Transition

Co-Chair, TRB AME50 Committee on Accessible Transportation and Mobility

Easterseals

141 W Jackson Blvd. Suite 1400A

Chicago, IL 60604

Dear Dr. Shanley:

At its public meeting convened on August 1, 2024, the New Hampshire Statewide Coordinating Council for Community Transportation (New Hampshire SCC) unanimously voted in the affirmative to offer this letter of support to Easterseals regarding its proposal to secure funding for the newly proposed Coordinating Council on Access and Mobility Technical Assistance Center (CCAM TA Center).

The New Hampshire SCC strongly believes that this collaborative initiative across state agencies will drive significant progress in the realm of equitable transportation and will lay the foundation for a future where individuals can access their destinations safely, affordably, and efficiently. The members of this Council, representing the State of NH, are recognized leaders in the whole person transportation model for individuals of low-income, minority communities, rural communities, and those living with disabilities.

The New Hampshire SCC has received technical assistance from Easterseals through the currently funded National Center for Mobility Management (NCMM). The numerous presentations, workshops, and direct TA provided by you, Dr. Shanley, at various New Hampshire SCC forums have been helpful to ensure that our coordination practices resulted in the best results. NCMM has also been instrumental in strengthening our statewide mobility management network, which is critical to regional and local coordination.

NCMM -Easterseals has supported our work to build alliances and foster collaboration among academia, community representatives, and governmental bodies, and we hope to continue our relationship and TA support with the new CCAM TA Center.

The New Hampshire SCC is delighted to provide this letter of support and wholeheartedly endorses the funding proposal and team for the CCAM TA Center partnership. We look forward to our continued work together.

Sincerely,

Charles J. Saia, Chairman

New Hampshire Statewide Coordinating Council for Community Transportation

New Hampshire envisions an integrated system of safe, reliable, and sustainable transportation options that allow residents to maintain independence and participate in work and community life no matter their age or ability.