

DRAFT Minutes of April 10, 2018
Mid-State Regional Coordinating Council (RCC) Meeting
 Future in Sight
 25 Walker Street, Concord, NH 03301

VOTING MEMBERS PRESENT	
Sara O'Dougherty, GSIL	Donna Fanny, Future in Sight
Dean Williams, CNHRPC	Cindy Yanski, Friends Program
Derek Lavoy, GSIL	Tom Schamberg, Town of Wilmot
Robert Friberg, MCDOC	Katy Nowoswiat, American Cancer Society

1. Welcome and Introductions

Dean Williams called the meeting to order at 2:06 PM and announced that John Stoll had left his position at the City of Concord and resigned as chair of the Mid State RCC. He added that vice chair, P. Jolivette was also absent but he was willing to run the meeting. There was unanimous consensus to have Mr. Williams run the meeting. Everyone present introduced themselves.

2. Review and approve the minutes of the February 13th RCC meeting

A motion was made to accept the minutes from the February 13, 2018 meeting with one minor correction.

m/s/approved T. Schamberg/D. Fanny

3. 5310 Purchase of Service Update

a. D. Williams reported that the Belknap-Merrimack Community Action Program (BMCAP) Volunteer Driver Program (VDP) provided 378 rides in the month of February. He noted that the numbers were consistent with how the program had been performing the last few months. He also shared that 47 trips were denied. T. Schamberg questioned whether data was available regarding where people are using the program to get to. D. Williams responded that the calendar year 2017 information was shared in January and typically only gets analyzed on a 12 or 6 month basis. He wasn't sure if denied rides were tracked with additional information such as intended destination.

b.

c. R. Friberg informed the committee that there were 24 Taxi Voucher Program (TVP) trips used in March. He then explained that the program's contract was originally set up to only provided rides to/from the Merrimack County Department of Corrections (MCDOC) to/from Franklin and Concord based on two different trip rates - \$21.00 to/from concord and \$37.00 to from Franklin (one way). R. Friberg continued to explain that some users of the program had other needs such as employment or housing outside of the specified areas which prompted MCDOC, Central NH Regional Planning Commission and Concord Cab Co. LLC (Service Provider) to investigate amending the contract. All three parties met in March and concluded that an additional trip rate for trips within the City of Concord should be \$10.00, trips to Tilton should utilize the Franklin trip rate of \$37.00 and any trips outside of Concord, Franklin and Tilton should utilize a per mile rate of \$1.75/mile. D. Williams shared the contract amendment with the committee and asked for RCC approval.

A motion was made to approve the contract amendment as written with the new trip rates.

m/s/approved T. Schamberg/D. Lavoy

d. D. Williams explained that there was no report for the Rural Transit System as P. Jolivette was unable to make it to the meeting. He noted that she is currently working very limited time and had plans to retire soon. It is expected that she would help with the hiring and training of a new Director of Elder Services at BMCAP prior to fully retiring.

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4. 5310 Formula Funding Update

- a. D. Williams restated that there was no update for the RTS 5310 Formula Funding expansion of services.

- b. D. Williams notified the group that interviews had been conducted and one candidate had been chosen for a second interview. He noted that the person who had been selected had some experience that stood out from other candidates and would likely be a great asset for the Mid-State RCC. He was hopeful that the position would be filled soon and that he would notify the RCC members once it is. He added that it may be helpful if several RCC members would be willing to meet with the new candidate individually as part of their introduction to the Regional Mobility Manager.

5. Statewide Coordinating Council Update

D. Williams shared that the SCC had created a subcommittee to put together a statewide meeting where all the RCC's and their members would be invited. S. O'Dougherty added that it was not going to be in the spring or early summer although the actual timeframe was still unknown. D. Williams noted that some of the topics that had been discussed included unifying Coordinated Plans, Taxi Voucher Programs, and using 5310 funding to provide trips for people under 60 without disabilities. D. Williams added that he hoped there would be interest from some active Mid State RCC members to attend the meeting. More information will be provided once the timeframe is set.

6. Mid-State RCC Coordination Plan

D. Williams announced that the funding for the Coordination Plan had finally been approved, a new accelerated schedule was developed, and the contract was recently signed. He shared the new schedule with the group and identified where in the process we were. He noted that Larissa had originally paved the way for a lot of the initial phase to be completed but he was still working on getting some of her files to complete things such as an update to the Ride Resource Directory. He noted that he had been working on pulling together the demographic data as part of the Needs Assessment Phase. Also, as part of the Needs Assessment, a public survey and a transportation providers survey had been developed. He shared the surveys with the group and discussion ensued about how to get the survey out to the public. Due to the accelerated timeline, limited resources and the known challenge to get survey respondents there may be some difficulty reaching a large quantity of people. There was also discussion about analyzing surveys conducted by various organizations who already have completed surveys both to the public and to their clients. It was concluded that D. Williams would send the public survey to RCC members with a web link and a PDF version for printing and request that RCC members disseminate to their organizations.

7. Future Meeting Schedule

The council recommended that the full RCC meet on June 12th at 2:00 pm at Future in Sight.

8. Any other business

T. Schamberg raised a question regarding advertising transportation options. D. Williams stated he would send a copy of the BMCAP VDP poster for him to post around Wilmot.

9. Motion to Adjourn

A motion was made to adjourn the meeting.

m/s/approved

D. Lavoy/T. Schamberg