

Minutes of February 9, 2021
Mid-State Regional Coordinating Council (RCC) Meeting
 Zoom

Attendees	
Terri Paige, CAPBMCI	Tom Schamberg, Town of Wilmot (Chair)
Dean Williams, CNHRPC	Cindy Yanski, Mobility Manager (CAPBMCI)
Sara O’Dougherty, GSIL	David Jeffers, LRPC
Molly Notkin, Gilford Senior Resource Team	Steven Swanson, Family Resource Center of NH
Tamera Carmichael, Partnership for Public Health	Jane Alden, Town of Tilton
Dan Ventola, Genesis Behavioral Health	
Dennis Pavlic, Town of Newbury	Rachel Saliba, ICCI

1. Welcome and Introductions

Chair T. Schamberg called the meeting to order at 2:00 pm and everyone present introduced themselves. It was determined that a quorum was in place.

2. Review and approve the minutes of the November 11th RCC meeting

A motion was made to accept the minutes from the November 11th RCC meeting.

m/s/approved J. Alden/Dennis Pavlick

3. Vote for Lead Agency for FY 2022-2023

A motion was made to designate CAPBMCI as Lead Agency for FY 2022-2023.

m/s/approved D. Williams/S. O’Dougherty

10 votes to Approve; 1 Abstention:

Abstentions: T. Paige

4. Funding Updates

Cindy Yanski shared a presentation on some preliminary marketing branding and logo concepts which were a result of the Innovations Grant. The branding strategy is based on having two distinguished brands, Concord Area Transit (CAT) and Mid-State Transit (MST) which would encompass all of the RCC programs and the Rural Transit Service. She shared images of new logos and images of what the buses would look like. R. Saliba noted that the busses should include a phone number. Cindy added that CAP was not looking to create a new website for MST and that the phone number would be listed in place of the website in the image. T. Schamberg commented that the proposed CAT logo could easily be confused for OAT and that defining the letter “C” in the logo would help. The general response from RCC members was in support of the rebranding and logo concepts.

a. FY 2022-2023 FTA Section 5310 RCC Formula Projects

i. CAPBMCI

Cindy briefly described the 5310 grant program noting that the funding is expected to be the same as previous years and CAPBMCI will be submitting an application to utilize all of the available funding for the Mid-State Region. They did have discussions with other service providers about potentially using the funding for expansion but ultimately no other agencies decided to apply. Terri noted that it is most likely due to the stipulations that are attached to FTA funding which can be daunting. The application will be for the same services as past years.

Terri explained that the SCC has asked the RCCs to provide feedback on additional funding that will be offered to the RCCs for Mobility Management. The funding is a result of other NHDOT program funds being flexed to transit from other sources. NHDOT’s intent is to encourage regions that don’t have Mobility Managers to hire one. The funding will not require a local match but can only be used for Mobility Management. CAPBMCI plans to

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use the funds for the existing Mid State RCC Mobility Manager position. Once the SCC and NHDOT determine how much funding each region will receive, CAPBMCI can modify their 5310 budget to move Mobility Manager funding to fund services. Terri shared the 3 funding scenarios that the SCC has proposed (attached to the end of these minutes). D. Williams questioned whether there were funds for NHDOT to hire a statewide Mobility Manager and whether the SCC would consider which regions don't have Mobility Managers as part of their funding distribution. Terri responded that NHDOT is planning to hire a statewide Mobility Manager and that there was no consideration of which regions have Mobility Managers. The SCC has decided not to use Scenario 1. Scenario 2 is a funding distribution calculated based on the existing percentages for regional allocations. Scenario 3 would be even funding but only fund 6 or 7 Mobility Manager positions requiring some regions to share Mobility Managers. S. O'Dougherty stated that the SCC would like to get some feedback from RCC's on their preference between Scenario 2 and 3. A "straw pole" was conducted with attendees resulting in 3 votes for Scenario 2 and 8 votes for Scenario 3. The

Terri explained that NHDOT guidance has been to submit 5310 program applications without consideration for the new Mobility Management funding. Once the regional distribution is determined NHDOT has indicated they will be flexible with 5310 Program budgets.

A motion was made to approve the application for FY 2022-2023 5310 program funds of \$261,746 for each of the two years. Approved unanimously.

m/s/approved M. Notkin/J. Alden

5. Regional Mobility Manager Update

a. SFY 2021 FTA Section 5310 RCC Projects Update

Cindy reported on the 5310 services and shared the following ridership data.

i. Rural Transit Service

- 483 rides for the year (about half the typical ridership)
- 172 rides in November was more than double any other month since March 2020.

ii. Volunteer Driver Program

- 2,078 rides this year with monthly ridership down a small percentage.
- 200-300 rides/month
- 50 new riders approved between November-January.
- Between 14 and 17 active drivers per month
- Between 50-70 users per month
- 16 denials last month, most in one year
- Denials in Boscawen, Pittsfield, Hillsborough and Bow (these areas will be targeted for driver recruitment)

iii. Taxi Voucher Program

- Under 200 rides this year
- 43% of budget remaining.

b. Taxi Voucher Program expansion to Belknap County Department of Corrections (BCDC)

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Cindy has had conversations with Tamera McGonagle at Belknap County Department of Corrections regarding starting a Taxi Voucher Program (TVP) at BCDC since they have a similar program to Merrimack County Department of Correction's Successful Offender Adjustment and Reentry (SOAR) program called CORE program. BCDC has decided not to move forward with a TVP because they do not currently budget any funding toward transportation expenses since participants in CORE pay for their own rides. They discussed providing the service to them with BCDC serving as a pass through (participant pays) but the rides would only cost 20% (match). BCDC did not want to take that on at this time.

c. RTS Survey Results

Cindy reviewed results from a rider survey for RTS customers. She noted that riders felt it is easy to schedule ride, drivers were friendly and helpful, the busses were clean and safe, and the busses are on time. At least 29 riders responded that the system is not meeting their transportation needs, meaning there is room for improvements. Overall ratings were positive. R. Saliba questioned if they have attempted to survey people that don't use the system. Terri responded that it is difficult to reach out that group, especially the senior population although there have been similar attempts in the past as part of the coordinated plan update and studies for Concord Area Transit.

6. Any other business

T. Paige addressed a question about evaluation, salary and funding of Mobility Manager Position.

7. Future Meeting Schedule

The next meeting is scheduled for May 11th.

A motion was made to adjourn the meeting at 3:15 pm.

m/s/approved

T. Schamberg/J. Alden

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Activity 4: Community Transportation: Mobility Managers • SCC Discussion Guide with NHDOT Guidance • 2-4-21

Funding State & Regional Mobility Manager Positions

- **Activity 4 Recommendation/Funding Background:** NHTA membership recommended a total of \$550,000 to support Activity 4 which included money for statewide mobility manager and the balance toward community transportation priorities. DOT accepted the recommended funding, statewide MM position (\$120,000) but has directed the balance of the funding (430,000) toward statewide coverage by regional MM positions.
- **Cost Basis:** Under this recommendation, \$120,000 represents a full-time MM position at 40 hours. A part-time position is \$60,000 at 20 hours.
- **Factors Impact Regional Allocations:** Distribution of the available \$430,000 for regional MM's is impacted by the number of positions needed to achieve statewide coverage and whether those positions are full or part-time. If each RCC works independently to establish its preferred structure, there is high probability that the cost will exceed available funding.
- **Proposed Methods for Allocation:** The following options determine the allocation of funds upfront leaving the RCC's to determine how it will implement the positions to achieve the state-wide coverage. Each method has pro's & cons.

	Scenario #1	Scenario #2	Scenario 3	
	Even Split Between All RCCs	Formula split Between RCCs Based on Existing NHDOT Allocation	Even split based on a set number of PTE positions.	
			# Positions	Per Position
Region 1	\$53,750	\$49,355		
Region 2	\$53,750	\$25,563	6	\$71,667
Region 3	\$53,750	\$68,885	7	\$61,429
Region 4	\$53,750	\$21,649		
Region 5/6	\$53,750	\$42,985		
Region 7	\$53,750	\$40,011		
Region 8/9	\$53,750	\$95,918		
Region 10	\$53,750	\$85,633		
Totals	\$430,000	\$430,000		