

Carroll County Regional Coordinating Council (CCRCC)
Conway Tech Village
June 4th, 2019
1:30 – 3:30PM
Meeting Minutes

Attendees:

Catalina Kirsch - C3PH
George Cleveland - Gibson Center
Mary Carey Seavey - RSVP
Doris Dreyer - RSVP
Diane Ryan – MVEC
Brenda Gagne – TCCAP (phone)
Alex Belenz - NCC
Dave Jeffers - LRPC

1. Welcome and Introductions

Meeting opened at 1:37 PM. A round of introductions was made.

2. Approval of FY 5310 Purchase of Service Budget Adjustment

Alex went over the proposed revisions to the 5310 Purchase of Service (PoS) budget. TCCAP is willing to transfer \$5,000 in 5310 PoS funds to CCRSVP. Mary noted that CCRSVP ran out of PoS funds in November 2018, and asked if the funds could be used to reimburse eligible expenses that were incurred since then. Dave and Alex indicated that they thought that it would be OK. Diane added that she would follow up with NHDOT to confirm.

The \$5,000 transfer of 5310 PoS funds from TCCAP to RSVP was unanimously approved via motion of Cleveland/Kirsch.

3. Review and Approve Meeting Minutes from February 5th, 2019

The minutes from the February 5th meeting of the RCC were approved unanimously without correction by motion of Cleveland/Seavey.

4. Updates from Providers and Members

Brenda reported TCCAP's trips for April 2019 before leaving the meeting:

Seniors: 575
Non-senior: 150
Medicaid: 105
Total: 830

George reported that Gibson had 175 riders in April. Gibson's ridership was down over the winter due to the number of snow days that they had. There have also been some significant staff absences. Mary noted that the snow didn't affect RSVP's operations as much since they are a smaller operation.

Dave noted that any leftover 5310 funds at the end of the fiscal year will go back into the statewide 5310 pool. Mary asked if this could affect the availability of future 5310 funds for the region. Dave didn't think there was any near-term possibility of funding being decreased, but if it becomes a longer-term trend, it could factor in. The loss of trips due to snow days in the winter should be considered for providers operating in northern NH.

George noted that Gibson Center is raising funds for a new bus. The cost is about \$65,000, including radio equipment. Gibson is trying to raise the funds internally through grants and private donations as opposed to applying for federal assistance, which comes with a lot of strings attached. Overall, the Gibson Center has approximately \$150,000 worth of capital projects that it is raising funds for. Gibson is also looking for a Development Director to steward fundraising efforts. Gibson is anticipating a busy summer, with a lot of organized trips in addition to demand-response transportation.

Catalina provided an update on behalf of Crystal Sawyer and Carroll Academy. Their partnership with TCCAP has improved the success of their HiSET program by providing improved transportation. There has also been increased utilization of Medicaid-funded transportation to substance abuse counseling. Mary added that these are types of stories that providers need to tell to the region's towns when making their requests for funding.

Attendees discussed the availability of transportation services for commuters in the region. The Blue Loon bus was the only option for commuters. Demand-response is limited to elderly and disabled residents. Limited transportation options for commuters in the region are compounded by the lack of housing options for service workers near their place of employment. Many workers are one major car repair away from unemployment. George added that bus services for the region need to be fully federally-funded to be successful. Dave noted that the Congestion Mitigation and Air Quality (CMAQ) program is an opportunity for funding for projects such as park-and-rides.

Catalina noted that the White Horse Addiction Center is trying to figure out transportation solutions for the population it is serving. They have an SUV and would like to purchase a more fuel-efficient van. Dave and Alex noted that the FTA 5310 Capital program will fund capital purchases such as vans. More information on the program can be found here:
<https://www.nh.gov/dot/org/aerorailtransit/railandtransit/grants.htm>.

5. FY 2020 5310 Grant Discussion

Alex noted that there is a 5310 training with NHDOT on June 5th. Diane added that NHDOT will be making the slides from the training available. Alex will distribute slides and any other updates from NHDOT to the RCC. There will be more information provided about the increased federal compliance requirements for 5310. Some of the changes will include required policies for providers and lead agencies (e.g., Title VI), and increased financial management requirements (e.g., internal controls, separation of duties). NHDOT has indicated that they will be able to provide some assistance and that they will be rolling out the new requirements over time.

6. Coordinated Public Transit and Human Services Transportation Plan Update

Alex led a discussion of the upcoming process to create an updated Coordinated Plan for Carroll, Coos, and Northern Grafton Counties. NCC and LRPC were awarded FTA grant funds to support the project. The Coordinated Plan is required to be updated 5 years in order support 5310 and other grant applications. It is also an opportunity to engage with stakeholders and better understand the transportation-related needs, gaps, and opportunities in the region. Dave added that NCC and LRPC were originally looking at doing a short-term, interim plan update to meet the federal 5-year requirement, but were told by NHDOT that this is not necessary.

Alex provided an overview of the planning process for the Coordinated Plan. There are three broad tasks: 1) assess current transportation service availability in the region; 2) engage with transportation providers, human service providers, healthcare providers, and other stakeholders to understand transportation needs and gaps; and 3) identification and prioritization of implementation strategies to address transportation needs and gaps. Dave noted that the more quantitative and specific the needs identified are, the better it will be for supporting implementation strategies and future funding requests.

Alex noted that engagement with stakeholders is the primary focus of the planning process. The process will be overseen by Grafton-Coos RCC and Carroll County RCC. The process will occur over two years with a project budget of approximately \$30,000. Catalina suggested reaching out to the various public health networks in the region. Hosting a discussion with at regional public health advisory committee meetings will be a great way to tap into the public health network and hear from a variety of stakeholders. Mary added that the region's Chambers of Commerce are a good tool for outreach, and that the Chamber's should be considered a stakeholder as well. Alex added that a survey will be created and distributed as a way to solicit engagement for the large planning region.

7. Other Business

George noted that he had some changes for the CCRCC directory that he will send to Alex. Alex will circulate the latest draft of the directory to RCC members, and they should provide him with any changes or updates. Members should also send some recent pictures. Alex and George will connect to discuss printing.

George noted that the forthcoming Mount Washington Valley Adult Day Care Center will have some unique transportation needs. Some care recipients will be there for a portion of the day, while others will be there all day. Some will have family members available to provide transportation. The service area will be quite large as well.

Members agreed that the next meeting will be held on September 3rd, 2019 at 1:30 PM.

8. Adjournment

The meeting was adjourned by motion of Cleveland/Kirsch.

Respectfully submitted by Alex Belenz.