

Carroll County Regional Coordinating Council
At the
Tech Village
53 Technology Way, Conway, NH 03818
And Via Zoom
March 4, 2025
11:00AM to 1:00PM
<https://us02web.zoom.us/j/84601778258>

Minutes

1. Roll Call

The Chair called the meeting to order at: 11:04AM.

Catalina Kirsch, C3PH
Mary Seavey, CCRSVP
David Smolen, Gibson Center
Susan Junkins, CCRSVP
Jeanene McDonald, TCCAP
Brenda Gagne, TCCAP

Nick Altonaga, NCC
Scott Boisvert, TCCAP
Crystal Sawyer Carroll County Adult Education
Fred Butler, NHDOT Rail & Transit (Attended via Zoom)
Teri Palmer, State MM (Attended via Zoom)

2. Approve Meeting Minutes: February 25, 2025**

Mary Motioned to accept the Minutes from February 25, 2025.
Jeanene Seconded.
Motion Carried.

Catalina: If it would make your life easier, I suggest to not prepare a full transcript. Minutes can be a summary of discussion with key action and follow up items.

3. Section 5310 RCC Funding**
a. Application
b. Funding Requests

Nick presented the updated Spreadsheet.

Scott presented his figures for a 20% cut across the board for Contracted Services, and a cut of Mobility Management, which would get the request to the \$233,000 allocation.

Members discussed the different rates and activities that are covered.

David: We are already asking for the least amount of money by far. I don't understand an increase of 40% for the Lead Agency. I have heard no justification for the lead agency. We are asking for the least amount and no mobility management. A 20% cut is unacceptable to me. Across the board. Last year we facilitated the whole discussion. I don't see why we should have to take the hit every year here. Our request was \$42,517. I am willing to come down a little. Especially in the context of an overall increase in the allocation. Last year there was \$136,000 for these purposes. Now \$183,000. I don't understand why we are getting less. Can everyone document how they can come to their rate?

Mary: I don't have it documented here, but I am sure everyone can do that. We worked hard at it.

Brenda: Speaking for the lead Agency, the compliance reviews have increased, as well as the compliance reviews of the Lead Agency ourselves. There is now a bulleted check sheet of what we have to do. It is a 3-day process now to do compliance reviews. All the financials are gone through, the trip data, and everything reported to the state. We are not the only lead agency feeling this with all the new compliance problems. It is costing us more because we are going to spend a lot more time. These activities are now multiple days to do field compliance reviews. This is not just Carroll County RCC, it is Grafton-Coos RCC.

Fred Butler and Teri Palmer joined the meeting online at 11:25AM.

Catalina: Did you have a number prepared as an alternative?

David: We are doing this at \$21.09/trip. We are doing it in the most efficient manner compared to the other providers.

- Mary: That is not exactly true.
- Brenda: Historically we have taken the least amount for trip rates. And we also cover Bartlett and Jackson.

David: Our rate includes our dispatcher and is still the lowest rate of all the providers. We see an increase in the Lead Agency, which I understand to a certain extent. I think we should have one rate for all the providers, so then it is a question of splitting trips. Not sure why the rates are so different.

- Scott: We can't have a single rate because we have different vehicles and provide different services.
- Mary: We are the unique one of the bunch because we use individual drivers to do trips. I calculated our rate to have our rate be the most economic way.

Fred: Everyone does have a legitimate case to be made for the money they need. But it just doesn't seem to be how it can work. We have X dollars, what are the priorities, and the case has to be made to the policymakers that there is a lack of funding. There is no way to make everyone whole or close to it. We are looking at a coordinated model. If we are just looking at Conway. At some point David has a point. If someone can serve Conway because they are local. We are asking for less than someone else. But it is not all of Carroll County. For example, if we allocated X dollars for Conway, and then X to cover the rest of the county. But it comes down to delineating something between 3 agencies overlapping and the rest of the county. It is almost like you have to allocate money for Conway versus money elsewhere.

Teri: Reflecting on the conversation that happened at the last meeting and the conversation that is happening now. There really needs to be coordination conversations about providing trips. When I read

TCCAP provides on-demand services for Conway and surrounding towns. Gibson did the same thing. You also listed the type of trips. And RSVP, if I read your application correctly, RSVP fills in the gaps in trips in the County. If I was an RCC member, it is up to everyone in the room to decide.

- Mary: I want to add something to your two cents. We aren't picking up the slack for anybody. We are out front doing trips. The saddest thing is there are new people everyday trying to get rides that we cannot fill.

David: If we have an increase in the total allocation, I would expect we all receive a little bit more, even with changes in rates and requirements.

Crystal: Do you have a breakdown of what the Lead Agency funding goes towards?

- Brenda: it goes almost 100% for staff time. Plus, a little travel if doing compliance visits. There have been some big changes in reporting and compliance, and it takes a lot more. Plus, training on the new requirements is a lot more intense.

Crystal: how much training do you think you do every fiscal year?

- Brenda: Training has been increasing due to the compliance changes. It can be up to a couple of days, versus what used to be a half a day training.

Crystal: why did you take a cut for so many years?

- Brenda: We were receiving BEA's funding up until now. No longer receiving it for Carroll County. So this has to increase heavily.

Teri: have to agree with David, as he came in low, and then 20% is a significant cut. He has a good point that he doesn't have any MM requested. Plus, do not forget, after 6 months we can look at the funding and see who is using more funding. Things are going to happen in the next year and we need to see how things shake out. A lot of things might change. Fred had previously mentioned 5311 program funding but that is another big conversation.

Crystal: I am assuming everyone is spending all of their money every year. None is being sent back?

- TCCAP and RSVP reported that they spend all of their funds.

Fred: For operations, whether it is 5310 or 5311, that does seem like it could be taken off and billed through the 5311.

Brenda: Mobility Management has always been through operational cost, Now you're telling me it can be done through administrative cost?

- Fred: Yes. The same reason that mobility management can be done through the 5310 program at 80%.

Nick: I want to clarify that your suggestion is to remove the Lead Agency OR MM line item of \$24,000 to be covered under the 5311 Mobility Management services, which would be covered under 80% match.

Brenda: We do not want to apply for those funds and have them not be approved. Do not want to take a hit. Working with a 50/50 match is also much different then 80/20.

Teri: Under FTA, mobility management can be funded through 5311. We have never discussed it in the state of NH because we know the rural agencies need every single penny for services. But FTA does recognize that MM can be covered under 5311. For some reason MM is considered a capital expense. I have seen the regulations. We have just never discussed it in the state.

Crystal: So, you are saying that technically it could be done if they shifted the request to 5311. It seems as if everyone in this group is spending their money. I am very curious to see 5311 funding to support. Brenda, what is the max that you usually receive?

- Brenda: We never usually get 100% of what we ask for.
- Fred: Have to fact check that and say there have only been some slight reductions in the awards.

Jeanene: Remove the \$24,000 for the Lead Agency from the request. We will add that amount to our Section 5311 request.

Nick updated the spreadsheet. The funding reflected a 20% reduction in TCCAP and RSVP contracted services, 10% cut in Gibson Center contracted services, 100% reduction in TCCAP mobility management, and a 25% reduction in CCRSVP mobility management. The remainder of \$4,474 was added to TCCAP Lead Agency funding.

Provider	Request
CCRSVP CS	\$ 34,160.00
Gibson Center CS	\$ 38,266.00
TCCAP CS	\$ 57,600.00
Regional Mobility Manager	\$ 50,000.00
TCCAP Lead Agency	\$ 28,474.00
TCCAP Mobility Management	-
CCRSVP Mobility Management	\$ 24,500.00
Total requested	\$ 233,000.00
Total available	\$ 233,000.00
Overage	\$ -

David Motioned to approve the Section 5310 RCC Application and Section 5310 RCC budget as discussed and agreed upon by members.

Mary Seconded.

Motion Carried.

Crystal Abstained.

Teri: Reminder that reporting about ridership numbers on a regular basis will help these conversations to be more efficient in the future.

4. Adjourn

Meeting Adjourned at 12:20PM.

Next Meeting: April 22nd (Regular Schedule)