



**Regional Coordinating Council (RCC)
Meeting Minutes
8/20/2020**

Attendees:

Pat Murphy, Merrimack
Carol Brooks, SVTC
James Wilkie, The CareGivers
Dennie Townsend, SVTC

John Goeman, NRPC
Mason Twombly, NRPC
Jay Minkarah, NRPC

CALL TO ORDER AND INTRODUCTIONS

John Goeman opened the meeting at 10:05am asking for a round of introductions.

REVIEW OF JUNE 2020 MEETING MINUTES

Review of the June meeting minutes was deferred to the next meeting.

LCTP PROJECT PRIORITIZATION METHODS

Goeman shared his presentation regarding prioritization of LCTP Projects. He began by establishing the three steps that would be addressed today: 1. Establishment of a prioritization method, 2. Establishment of a governance committee, and 3. Establishment of a meeting schedule. He explained that through outreach and needs collected from users, providers, and other agencies, 61 projects were identified for the LCTP. These 61 projects need to be prioritized in a coherent manor.

Goeman went on to present 4 methods that could be used to prioritize these projects:

1. Intuitive selection, 2. Impact vs. Feasibility matrix, 3. Weighted Scoring 4. MoSCoW Method. He explained the variations between each method and asked the group to participate in a poll to determine what they felt would be the best method.

The poll resulted in 4 votes for Impact vs. Feasibility Matrix and 2 for MoSCoW Method. The Feasibility Matrix was selected as the prioritization method.

ESTABLISH A GOVERNANCE COMMITTEE

Goeman explained the second item to address today was to establish a governance committee. This committee would be comprised of 3-5 people and meet on a suggested monthly basis. The group would work on updating the 2007 RCC Bylaws, and the Memorandum of Understanding. It was expressed that updated drafts of both documents would hopefully be ready for approval in January/February. Goeman asked the group if there was anyone that was interested in being part of the governance committee. James Wilkie (The CareGivers) volunteered for the committee. It was decided to wait for the next meeting in hopes of more turnout and recruitment for the governance committee.

RCC MOVING FORWARD: MEETING SCHEDULE

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Goeman told the group that the next steps would be prioritizing projects bases om the method they had selected. This process was projected to be complete by early October. The results would be shared with the full RCC at the October 22nd Meeting.

The RCC will then begin meeting quarterly in January.

ADJOURN:

The meeting adjourned at 10:40am.

NEXT MEETING:

THURSDAY, OCTOBER 22 (10:00AM-12:00PM)