



REGIONAL COORDINATION COUNCIL

For Community Transportation

Safe, accessible & affordable mobility for all

Agenda Greater Nashua (Region 7) Regional Coordination Council Meeting Date: Thursday, March 28th, 2024 – 10:00AM

This will be a hybrid meeting, with in person and Zoom options.

In-Person Attendance

NRPC Office Large Conference room
30 Temple Street, Suite 310, Nashua, NH 03060

Virtual or Telephone Attendance

Join Zoom Meeting

<https://nashuarpc.zoom.us/j/82109127266?pwd=cWRSbkljeHlGNFh1VjN3NGRgcHJNUT09>

Meeting ID: 821 0912 7266

Passcode: 687958

Phone #: 1 929 205 6099

1. Call to Order
2. Introductions and Community Updates
3. Approve Meeting Minutes of January 25 and February 22, 2024, Meeting Minutes, please see below – **Action Item**
4. Approve Opportunity Networks Proposal - **Action Item**
5. Vote to adopt the Draft RCC by-laws (memo attached) – **Action Item**
6. Mid-year Financial Report - Janet Langdell
7. Regional transportation provider updates
NTS, SVTC, Caregivers NH, Gate City Bike Coop
8. SCC and Regional Mobility Manager Updates
9. Other Transportation Issues or Concerns

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NASHUA REGIONAL PLANNING COMMISSION
METROPOLITAN PLANNING ORGANIZATION





Greater Nashua Regional Coordination Council (RC77)

DRAFT Meeting Minutes

Thursday, February 22, 2024, 10:00 a.m.

Attendees:

In Person:

George Barrett, Opportunity Networks
Sara Cesar, Greater Nashua United Way
Janet Langdell, SVTC Mobility & Planning Manager
Max Morelli, Opportunity Networks
Rocky Morelli, Opportunity Networks
Teri Palmer, Mobility Manager, State of NH, RLS Associates
Don Paré, Gate City Bike Co-op
Dawn Schneider, Nashua ServiceLink

Remote:

Janice Pack, Town of Wilton
Kerry Miller, Nashua Transit System
Nonyem Egbuonu, Emmaus Institute

NRPC Staff:

Donna Marceau, Mobility Manager
Kathy Kirby, Administrative/Communications Assistant
Matt Waitkins, MPO Coordinator

1. Call to Order

Marceau opened the meeting at 10:03 a.m.

2. Introductions and Community Updates

Introductions occurred with in-person and remote participants.

3. Review/Approve January 25, 2024, edited meeting minutes.

Marceau asked for any corrections to the January 25, 2024, meeting minutes.
Postponed until the March meeting pending a quorum.

4. Opportunity Networks Proposal – *Action Item*

Rocky Morelli of Opportunity Networks is looking for 5310 Capital funds for a van. Their clients are adults with intellectual/developmental disabilities who typically need a supervisor and another caregiver to meet their needs. They provide day services only. Many clients live with their families or in residential homes. Opportunity Networks schedules Monday – Friday, 8 a.m. to 4 p.m. with plans customized to all clients to help them become independent and develop autonomy, participate in their communities. They promote employment (part-time, supported, or whatever meets their needs), and they work with the Bureau of Vocational Rehabilitation to support individuals and employers. They work with the Bureau of Developmental Services for Medicaid

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funding. They are a community participation service. NH state institutions were closed in the late 1980's and residents were sent back into their communities. Workshops opened in those communities. Given the unique needs and interests of their clients, Opportunity Networks gives health and wellness education to their clients. Additionally, they partner with community locations (Crossfit, Zumba, music schools, and hiking (partnered with the Nature Conservancy for trail projects). They help clients with communication, nutrition, technology skills, and many other things depending upon clients' needs. They have a Nashua office (Networks); and Amherst (Souhegan Valley Resources) – these were merged and called Opportunity Networks (ON). The third office in Bedford is open. There is a long waitlist for their services. The workforce shortage has helped place more of their clients. Hoping to service 20+ more families with vocational services. We go active in the community. It is required by Medicaid that our clients work within the community. We have staff use their own vehicles. We must have the resources of handicapped transportation. We go out in small groups, mostly. Our state funding allows for us to pay mileage and maintenance on vehicles, but does not allow for capital purchases or the ability to depreciate equipment. When the vehicles fully depreciate, we must find the funds. If we want to be good at what we do, this is the most important part of our services. We drive into the western communities of the region (Wilton, Lyndeborough, etc.). We have three handicap-accessible vans. But one of them is at the point where it should no longer be in service. We are looking to add another van. We have not come to this group (RCC7) in the past. The available transportation services are not sufficient to meet the needs of our client as door-to-door pickup and outlying areas cannot be reached by existing transit at this time.

Langdell stated that part of the challenge of SVTC when we looked at getting vehicles was astronomical in costs. We needed handicapped service vehicles. We partnered with Nashua Transit Service which had the capacity to extend their paratransit service out to folks in our area so that we could get something going in our area. Flexibility is what is needed. Originally, we were just providing emergency medical service. We have expanded since then. We have given rides to people going to ON. We gave a ride to an ON client in Mt Vernon who needed to get to and from work. We were able to get him to and from work, but it is an internal, during-the-day, flexibility that is needed to get this going. SVTC and all transit providers have limited budgets. The email you provided shows that purchasing services from a subcontractor would be more expensive than providing the services in-house.

Palmer asked if Rocky Morelli was familiar with the folks at Able New Hampshire. Rocky Morelli said yes. Palmer stated she would contact Lisa and send an invitation to ON because the problem you are facing is a statewide problem. Barrett stated that we need to bring services and support to some of our more independent clients because all of them do not drive. Palmer stated the 5310 funding is closed for this year. We would like to get you for the next capital round. There are things such as a Title VI Plan. Langdell said that Fred stated in the original meeting that they could apply by 2/14/24 for 5310 funds. Rocky Morelli believes they did, and Palmer will follow up with Fred just to make sure. Palmer stated that they have one transit agency that is waiting for 5 buses. If you are looking for a transit van or wheelchair minivan for small groups, that would be easier to acquire funds as opposed to a bus. Rocky Morelli stated that ON wants a wheelchair-accessible minivan. ON has a converted passenger van and two converted Dodge Caravans with ramps; not power lifts. They like the smaller ones.

Rocky Morelli stated that we came (to this meeting) to make you all aware of our needs and hope that by advocating for precedents, you can get a sense of what is needed. Langdell said we need to look at how we coordinate transportation – are we thinking out of the box? Are we making alternate connections? We are thinking about providing more flexibility – instead of one agency

getting funding for their clients only. ON has presented the best case for why this is the best alternative for this population. We just do not have those in our region. We have room for the development and growth of alternative models. Palmer to Langdell – it looks like you already had that conversation with Fred – how can we coordinate your efforts with our efforts? I know NTS cannot do everything. Langdell stated yes, this is great, but questioned if there is a possibility of somehow working with Gateways and The PLUS Company because they have voiced concerns about transportation as well. The PLUS Company has vehicles, but they do not have the staff. Rocky Morelli stated that they (The PLUS Company) are in Nashua, but they probably service people from some of the outlying communities. Barrett asked Langdell about the application process - what are the steps after that? Langdell – they (application paperwork) are reviewed by NHDOT. Once they start reviewing them, they will ask you for information. Palmer - Once it is through the GNC and is approved, they will send you a reward letter. Rocky Morelli stated our service population is growing, especially autism services. We would like to get out ahead of it. The results are astonishing. Families can only do so much so having a program for them is important. Langdell – I recollect that for the last 20 years, NRPC has only requested funding for Southern NH Services for their vehicle replacement, and Nashua Transit for smaller vans to service the rural areas. NTS got the funding. We are not going after this funding regularly for this region. It would be nice to get a piece of the funding to help these people in that part of Region 7. Palmer stated your region is allotted \$100,000 of 5310 capital and if it is not used it will end up flowing into regular operational funding. 5310 funding is for older adults and disabilities. 5310 operational funding is 2-year funding – operational funding for services. 5339 – is for capital assets. It is broader in what it can be used for, i.e., shelter, software, buildings, and signs. Miller thanked Langdell for all the information she provided. Langdell – we do not have a quorum, but we can send a letter of consensus if that is the way this group feels. Palmer stated that you mentioned you (ON) have a third office (in Bedford) and we could include them as well. Langdell stated the vehicle is primarily going to be used in our region. Palmer stated future expansion possibilities exist. She has been working with Reuben Hampton who works with Medicaid funding for transportation to service clients like yours and we are advocating for more Medicaid funding. There was an increase in Medicaid funding but none of it went to transportation. Tom O'Connor is advocating for that. Even 2-3% can be put toward transportation? Rocky Morelli stated that Medicaid clients have an active lifestyle by using our services, requiring more Medicaid funding, keeping their clients out of the medical system, and using more healthcare facilities which are far more expensive services. Clients accessing our services also enhance the whole community, i.e., build relationships, and enhance connections. Langdell – there is an incredible difference in hourly costs between operating transit services and what ON does concerning providing transportation services. Rocky Morelli added it is more efficient and still less costly even when you factor in the cost of paying drivers. Langdell stated It is far less than half.

Marceau asked for consensus; who is on board. Everyone in attendance is on board providing 100% consensus among the meeting attendees. Next steps: Langdell will draft the letter (Waitkins will be on it as well). Langdell thanked Marceau for the draft copy. A copy will be sent to ON, and then be sent up to Fred. Next month's RCC7 agenda will have an approval of the letter. Donna thanked the ON reps for what they do for their clients and the community. Rocky Morelli stated he would be interested in joining RCC7 meetings in the future. Don asked for Opportunity Networks' address: 116 Parameter Rd, Units A-D, Manchester. Phone: (603) 889-0796. The onsite manager is Nick.

5. Vote to Adopt the Draft RCC by-laws (attached) – Action Item

Since there is no quorum at this meeting, Langdell asked if anyone looked at the bylaws, and had any more questions/concerns. Waitkins stated he did not have any concerns. There is enough

flexibility in the bylaws. No one who is not at this meeting sent in any correspondence expressing concerns. Waitkins stated he spoke with someone who is not at this meeting, and they were made aware that we were going to talk about the bylaws today. Palmer stated the regions are saying these are the bylaws. These are what the SCC approved. Amendments can be made “down the line” at other meetings and the SCC is informed about the region’s amendment, putting it in their bylaws. Palmer questioned if there is a true approval process. Langdell stated they removed the word “approval” from the bylaws, the entire process is so brand new. Palmer stated there is a region that is submitting amendments for the March SCC meeting so we will all learn together (what is the amendment process). Waitkins - amendments can be made at meetings according to Article 10. SCC does not have to approve them now. Any RCC can amend its bylaws at any time. Langdell stated that we need to do a lot of outreaches to get enough people here to have a quorum. There is a memorandum of understanding (in the packet), a contact sheet, and a conflict-of-interest form so we will have those prepared and ready for the next meeting. Palmer stated there should be a spot for alternatives (on the MOU). Langdell stated we will be working on it. Langdell and Marceau will coordinate for next month.

6. Regional Transportation Provider Updates

Kerry Miller, NTS – went to Hunt Community and gave an overview of services. Age 60+ can ride the city bus for free (they liked that). Conducted a travel training session with a ride on the bus; another is going to be scheduled for the spring. We held an hour-long event at Nashua Public Library for new city residents on how to use the city bus system. Travel training with a client from the PLUS Company. The client liked it and will be using the city bus. Same with Steppingstones clients - one of the best travel training sessions I ever had. Our communication person did a logo rebrand, so we have a new logo now. Donna (Marceau) and I collaborated on a write-up for the Nashua-based Continuum of Care. They have a toolkit that lists different organizations for getting services, and we are included, so I hope they utilize and reach out to us. Langdell requested a small line item stating that services are available to Hudson and Merrimack residents. Marceau stated if you (Langdell) want to send me something else, we will send it in. Egbuonu stated she was impressed with what was just described. She had the seniors pass when she was more mobile. Miller stated that she is signed up for paratransit service and a letter was sent to her. If you did not receive it, Miller stated she would send it again. Egbuonu appreciates it.

Janet Langdell, SVTC – In January we hit our 45,000 rides, a young woman who lost her ability to drive due to health problems is very appreciative of our services. We received two unsolicited grants recently.

Don Paré, Gate City Bike Co-op – Marceau, John Burkitt and I had a call with RISE which provides over 100 courses to seniors. RISE asked us to give a remote-based bicyclist workshop. It went very well – there was a sense of empowerment that increased among the attendees. Since the move outside the center of town, we are not holding on to our bikes. We have built, and continue to build, different connections abroad and swap bikes – they need our bikes, and we need their bikes. We are setting up three bike racks at the transitional housing at Spring Street, the Library, and the St. Patick’s gym.

7. SCC Update

Marceau went to the meeting on February 1. They are focused on setting objectives, governance,

comprehensive review, and the annual report, that many of us present are working on. Everyone is working hard on the Keep NH Moving website. There will be a new chair at some point as the current chair is stepping down. Palmer stated we had the public hearing for the 10-year plan. \$2.2 million was added by the governor for community transportation. Commissioner Cass stated the need for more transit funding, especially mobility management. None of the representatives asked what mobility management was. We went to lunch and the public hearing was very well attended. I was second to speak and defined mobility management and then the questions started. The chair asked for written testimony and he said that is a particularly good sign. We are looking for an SCC Chair (as Donna stated), but we are also looking for members (as allowed by the RSA), i.e., from DOE, etc. Please bring it to my attention. We are working on the annual report; and sending a draft to the SCC leadership team. We need to get the annual report done to move on to other things. The NHTA annual meeting is in June. The agenda will be amazing. Mobility managers had their meeting. Keep NH Moving website will be live in mid-March. March 18 meeting – we will have a special guest, Judy Shandley will be joining us from the National Center of Mobility Management.

8. Regional Mobility Manager Update

Marceau met with folks from the Conservation Law Foundation and GSOP. She visited the Hunt Community with Kerry Miller and RISE with Don. There have been 13 requests for information, which is an increase. We had 5-day-per-week transport back and forth to Boston from a cancer patient in Milford. There are a lot of people in our region who need transportation to Boston hospitals but cannot meet every patient's needs which are dictated by hospital restrictions as well as service restrictions. I will be at the United Way event next Friday in Milford. I attended Empty Bowls and at the Noche Fuego event here at 30 Temple Street, I talked to someone from Enterprise Bank who is funding various projects.

9. Update of NTS and LCTP Plans

Waitkins gave an update to the long-term transportation plan and the NTS comprehensive plan update is happening concurrently. We are developing a steering committee, which met. The purpose of the meeting was to get information from NTS used to model the future ridership. NRPC staff (Ryan) updated the demographic data from the most recent US census information. There is a Steering Committee tomorrow – public outreach is the focus. We surveyed the public, passengers, and other stakeholders in the past. Waitkins will send information about the Steering Committee to Cesar and Schneider. The meeting is tomorrow here at NRPC at 9:00 a.m. The locally coordinated plan must be adopted by the RCC and the MPO – the goal is to be adopted by the March 2025 Commission meeting.

10. Other Transportation Issues or Concerns

Sara Cesar, United Way, is looking forward to Langdell and Marceau being at the March 1 talk at the Milford Library about transportation. We are working on Digital Equity – we are in the research phase – looking at the digital needs within the region of the underserved population – do they have broadband, know how to use it, etc. If you know of any other groups that are focused on digital equity, let us know, and we will reach out to them to join us.

Dawn Schnieder, Nashua ServiceLink, stated she could use some more assistance with transportation to Boston for medical appointments. Dawn stated she would reach out to Marceau

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to discuss caller needs. It is a common assumption that Medicare does not cover any transportation (however, Medicare Advantage does) and the funds to pay for the transportation is an issue.

Marceau asked the attendees if they had any other comments and there were none.

The meeting was adjourned by consensus at 11:45 a.m. All in approval.

Next meeting: Thursday, March 28, 2024

Respectfully submitted by Kathy Kirby, Administrative & Communications Assistant



Regional Coordination Council (RCC7)

DRAFT Meeting Minutes Thursday, 1/25/2024

Attendees:

In Person:

Carol Brooks, SVTC
Sara Ceaser, United Way of Greater Nashua
Janet Langdell, SVTC Mobility & Planning Manager
Don Paré, Gate City Bike Co-op

NRPC Staff:

Mary Brundage, Regional Planner 3
Donna Marceau, Mobility Manager
Kathy Kirby, Administrative/Communications Assistant
Matt Waitkins, MPO Coordinator

Remote:

Nonyem Egbuonu, Emmaus Institute
Julian Long, City of Nashua
Tori Markiewicz, Granite State Organizing Project
Kerry Miller, Nashua Transit System
Pat Murphy, Town of Merrimack Welfare Dept.
Janice Pack, Town of Wilton
Marina Vaz, Conservation Law Foundation
Sarah Yager, Autonomous Vehicle Provider

1. Call to Order

Marceau opened the meeting at 10:00 a.m.

2. Introductions and Community Updates

Introductions were done with in-person and remote participants.

3. Approve October 26, 2023, edited meeting minutes and Review/Approve December 28, 2023, meeting minutes.

Marceau called for a vote to approve the October 26, 2023; meeting minutes as edited.

Carol Brooks motioned, with a second from Don Paré to accept the edited October 26, 2023, minutes. Motion passed by consensus.

Marceau asked for any corrections to the December 28, 2023, meeting minutes. One edit on page 6 was identified.

Pat Murphy motioned, with a second from Carol Brooks for a vote to approve the December 28, 2023, meeting minutes with changes. Motion passed by consensus.

4. Introduction and Importance of the Locally Coordinated Transportation Plan and NTS Project Proposal – Mary Brundage, Regional Planner III, NRPC (Link: [LCTP Presentation for the 012524 RCC Meeting](#))

Brundage provided the purpose of the Locally Coordinated Transportation plan and why it is important. The plan was developed in 2006 and last updated in 2020. Updates are required every five years. Waitkins added that many here have been through the updates and it is connected to the 5310 funding. Federal law requires this program to be included in a locally developed, coordinated public transit

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human services transportation plan. Langdell reminded everyone that the LCTP needs to be more global. Two plans run concurrently – every two years NHDOT puts out a solicitation for 5305e. NRPC applied for funding for both plans concurrently. This work that NRPC is doing is separate from the RCC, but the RCC needs to be directly involved in this because it impacts community transportation. Timeline slide: NRPC is starting with regional and town demographic analysis and building profiles which will run through March 2024. The timeline includes public outreach. A draft plan will be completed by December 2024 and ready for adoption by March 2025. Regarding public outreach, surveys will be developed and conducted, meetings held, and one-on-one interviews. NRPC did this back in 2020. NRPC will be looking for input from the committee on designing surveys and conducting interviews, i.e. who should be surveyed. Langdell stated it would be helpful to circulate who is already on the list to identify which agencies should be added. NEXT STEPS: draft surveys for the February RCC meeting. Langdell asked if the FTA made any requirement changes for the plan. Waitkins said they have not been updated since we did it, but he will confirm. Langdell stated that it would be helpful if there could be a brief memo in the meeting packet to familiarize attendees with the plan. Representatives from NTS, SVTC, and the RCC should be on the committee.

Next steps relative to RCC7 – set up a steering committee to develop the surveys and give progress updates at the next meeting.

Representatives from interfaith & retiree’s groups at the United Way should be included as well.

5. Hillsborough County Initiative Update

Marceau gave an update. Sheri Dutzy reported to Marceau that she could not add anything more to the initiative so Carrie Schema, ARPA Coordinator of Hillsborough County should provide this information going forward. Marceau, Dutzy, and Camille Correa have been working with Hillsborough County officials, looking for ways to get transportation for those being released from the Hillsborough County House of Corrections (HCHC) and for the workforce at the Hillsborough County Nursing Home (HCNH).

6. RCC7 By-laws and Member Discussion – Janet Langdell

Langdell explained that much has changed in the past 20 years since the RCC7 bylaws were adopted. There is concern that the bylaws should reflect what we are doing in 2024. A subcommittee reviewed all the bylaws and guidelines from the State Coordinating Council (SCC). The RCC7 subcommittee drafted Version 22 of the bylaws. The bylaws (distributed in the meeting packet) better align with today’s RCC7 structure. The vision that was reflected in the original RCC7 bylaws never happened. The current “mobility management” vision for the SCC is a statewide coordinated transportation service system that allows people to get where they need to go despite their disabilities. In the draft document mobility management is defined and the roles are clarified. The feeling is right now that this vision of a statewide mobility management network is going to help each of the regions bring their services together. The majority of changes in the draft document are around those structural pieces. So, in this new document, “mobility management” and “lead agency”, are defined and the roles are more clarified. The other pieces in the draft document are about organizational members and individual members who have been referred to as citizen members. Those are the same.

The other piece that is more upfront, if you will, is the fact that the RCCs are RSA state law-recognized organizations. They are separate entities, and because they are, must conform to the 91a rules about meetings (agenda and minutes postings) and public accessibility.

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The RCC needs to determine if the *Amended and Restated Bylaws (Draft 1 Jan. 2024)* document and the draft MOU (*Memorandum of Understanding*) that recognizes both types of memberships – organizational and individual, conform to RCC7 operations. A draft was circulated before the meeting and Langdell asked for feedback. Langdell stated that other RCCs have been driving their member organizations differently, specifically Monadnock, Coast, and Midstate because there is a more sophisticated structure. RCC7 is more autonomous. Nevertheless, the SCC set up and approved the RCC system and they should be recognized as the lead agency in the document revision process of each RCC.

Waitkins noted in the draft that there is no mention of the Chair, Vice-Chair, and Treasurer. Langdell explained that RCC7 does not hold any money, so we do not retain a treasurer. The SCC holds money for 5310 program funding. Member organizations of RCC7 can hold money for a community transportation grant they are awarded that benefits RCC7. The RCC can work with that agency to implement the grant funding. But the agency is the lead for the grant, not RCC7. Waitkins brought up that voting members must sign the Memorandum of Understanding and Conflict of Interest Disclosure (COID). Langdell stated she needed to look at the COID document. RCCs have shared document packages and other documents including COID might be used upon review. Waitkins stated that any change in the bylaws needs to be reviewed at a meeting and then adopted at a follow-on meeting. Langdell hoped to present the draft RCC7 Bylaws, MOU, and COID at this meeting as these were emailed to the RCC7 lists. Anyone on the email list can give feedback. As a next step, next month or six weeks from now, reach out to each agency and ask them if they want to be an official voting member. At the next RCC7 meeting, we should ask for a vote to adopt or do not adopt to get these rolling at least in the next quarter.

Paré stated that he is finding that he is getting involved with people who do not have a driver's license and are not homeless. Paré was taken aback that anyone can go online and print a voucher that will vouch for an individual that will allow a person to obtain a bike. His organization is getting signed vouchers from organizations they have never heard of. They are new human services organizations that have been established in the last two years. Langdell stated that the new organizations that are coming to Paré might provide input for a new organizational plan and become members. She urged Paré to connect with Brundage to try to bring in those new human services organizations. Ceaser asked for a list of those new organizations too so her agency could reach out to them as well.

Langdell asked for further feedback from the virtual attendees. Murphy stated that RCC7 seems to be running according to the state bylaws' organizational structure. Why is it that RCC7 does not have officers? Langdell stated that RCC7 did have officers listed in the bylaws, but operationally they have not continued. Murphy questioned if officers would be helpful. Langdell stated that the expectation is that the new documents would help us be more structured operationally. Waitkins stated that an executive committee might be helpful as it would provide more structure and that a Chair might be helpful to facilitate meetings, communicate with NRPC staff about putting together agendas, review minutes, etc. Miller agreed that more structure would work well. She asked for confirmation - that RCC7 can change and adopt the bylaws by our vote, and do we bring it to the SCC for approval? Langdell stated last fall the SCC stated all RCCs will adopt their bylaws and will follow them. That thinking has changed due to pushback from some RCCs. Now the SCC wants to be informed of changes and will not object unless an RCC's bylaws are "off the wall." One suggestion that was made at the SCC listening session is that any bylaws that digress dramatically from the standard format should be reviewed by an SCC subcommittee. This is an area of evolution. NRPC staff provides clerical support so that the RCC members can participate in the meetings freely and not get bogged down by administrative functions. Egbunu stated she is very pleased to be able to listen and participate in the group's discussions about transportation so that she can guide people who are new to the city. She is trying to understand the organizational structure better so she can spread the word and let others know about the need for drivers. Personally, she and her husband

benefited from community transportation as a newcomer to the USA.

Langdell stated her next step is to provide a conflict-of-interest form to RCC7 members – it will be distributed before the next meeting. She would like to have a conversation offline about the process and discuss it before the next meeting.

7. Regional Transportation Provider Updates

- **NTS:** Miller stated there is nothing new to report at this time.
- **SVTC:** SVTC celebrated its 45,000th rider. Resignation from the board with three vacant positions. These need to be filled by someone from their service towns who has an interest in transportation. They would like representatives from Amherst, Wilton, and Brookline. The core group that remains is committed to the cause and very engaged. The Blue Bus was invited to participate in the Lightfest at a community church. There was a weekly video that included each of the three organizations in a light show. The video included the SVTC Blue Bus and SVTC won.
- **Caregivers NH:** Langdell asked if we have heard from them (they have been approved for 5310 funding). Waitkins stated he had not heard from them. But Marceau stated that she got a call from James at Caregivers who stated that he wants RCC7 to be more autonomous in their ability to have their bylaws. Langdell stated that organizations that receive 5310 really should be involved and attend the meetings.

8. SCC Update

There is insufficient funding to continue to support the Keep New Hampshire Moving website. They need \$112,000. Lots of discussion about the amount of work that is being asked of the regional managers – to update the regional council coordinating pages of the SCC website. Langdell stated that she and Donna should discuss what RCC7 wants to include on the page. The SCC is looking for any remaining money in the CDC program that went out to six of the regions. Miller stated that they would not know until May if there was any leftover money earmarked for rural RCC projects – money from the CDC grant which was originally not available to RCC7. Butler (NHDOT) reminded that there are 5310 monies available for transit equipment, but requests are due February 14. Teri Palmer set up an online in-service documenting their performance measures. Marceau stated the SCC is looking for a volunteer to write up a small section about what has been going on in the past year in each RCC for the SCC annual report. They would like someone with three years of experience. Langdell and Waitkins volunteered to draft this report for RCC7 and asked Donna to send over the SCC request. The next SCC meeting is scheduled for Thursday, February 1 at 1:30 p.m. It is a hybrid meeting (Zoom and in-person). Let Langdell or Marceau know, and they will send the meeting link.

9. Regional Mobility Manager Update –

- Marceau stated it was good to see Long at the legislative meeting with the mayor, as well as Apfelberg from the United Way.
- Marceau's focus has been going to senior events and going to libraries to set up meetings.
- Performance measures: the SCC has put out monthly Google Surveys and the information collected is compiled in a spreadsheet that none of the RCCs see. Marceau suggested an easier way for the SCC to get the information they seek from mobility managers, and that can be accessed by mobility

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managers using Dropbox. Langdell stated that separately, for their own reporting and sharing purposes, the RCCs set up a spreadsheet that they can all access in a Dropbox that is set up by provider communities that captures new applications, new riders, and other categories of data. Langdell stated that if the RCC's spreadsheet data is the same data that is used to fill out the SCC's Google survey, this is a duplication of effort. We should try to minimize that.

- February 9 is Commute Smart Bike-To-Work Day.
- Marceau thanked NRPC staff, Matt, Kathy, & Ned, who helped with the NTS rider survey. 36% of riders need the bus to get to work and 48% have no other means of transportation.
- Marceau has had twelve new calls requesting help.

10. Other Transportation Issues or Concerns

Ceaser noted that the focus of the Microsoft grant money the United Way received has changed from originally being Community Transportation to now focused on Digital Equity.

Langdell stated in 2021, RCC7 launched an initiative to work on the branding and rebranding to strengthen the RCC7. I would like to mention that the agenda and minutes have the RCC7 logo, not the NRPC logo. RCC7 is an independent organization that benefits from the assistance of NRPC staff.

Marceau asked the attendees if they had any other comments and there were none.

Langdell made a motion to adjourn and Waitkins Seconded at 11:42 a.m. The meeting adjourned by consensus.

Next meeting: February 22, 2024

Respectfully submitted by Kathy Kirby, Administrative & Communications Assistant