



***NH State Coordinating Council  
Meeting Minutes***

**Thursday, November 5 2020 ~ Zoom Meeting**

**Virtual meeting requirements reviewed:**

The Chair of the NH State Coordinating Council for Community Transportation (SCC) has found that due to the State of Emergency declared by the Governor as a result of the COVID - 19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, the SCC and its Committees are authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting which was authorized pursuant to the Governor's Emergency Order.

The SCC is utilizing Zoom for this electronic meeting. All members of the Council have the ability to communicate contemporaneously during this meeting through this platform and the public has access to contemporaneously listen and, if necessary, participate in this meeting as follows:

**Online Access:** – Upper Valley Lake Sunapee RPC is inviting you to a scheduled Zoom meeting.

**Topic:** State Coordinating Council for Community Transportation

**Time:** October 1, 2020 01:30 PM Eastern Time (US and Canada)

**Join Zoom Meeting**



## *NH State Coordinating Council Meeting Minutes*

Thursday, November 5, 2020 ~ Zoom Meeting

### **Members Present:**

Ellen Avery, Fred Butler, Van Chesnut, Cindy Yanski, Kim Firth, Fred Roberge, Mike Tardiff, Mike Whitten, Sara O'Dougherty, Charles Saia, Mike Acerno, Mike Whitten, Jesse Lore, Gene Patnode, Steve Workman.

**Guests:** Patrick Herlihy, Shelley Winters Judy Shanley, Scott Bogle, Pat Crocker, Jeff Donald, Andrew Harmon, Patrick Herlihy, Janet Langdell, Christine Lee, Sara O'Dougherty, Teri Palmer, Sylvia Von Aulock, Nate Miller, Matt Waitkins, John Wilson.

1:30 **Welcome and Introductions** – Chair Roberge reviewed the virtual meeting instructions and introductions followed.

**Minutes Adoption:** Thursday, October 1, 2020 – Jesse Lore moved to adopt the minutes as presented. Steve Workman seconded the motion. Roll Call Vote was taken. Vote: Abstentions: Kim Firth who was not present at the meeting. Motion Carried with all others voting to approve.

**Review Presentation by Moving Maine/NCMM/CCAM** Fred Roberge reviewed the presentation of the Moving Maine mobility project. He hoped to consider some of their concepts in the development of the NH program. These included: inclusive planning within regions to understand community need closest to those to be served. Mobilizing stakeholder groups to review policy changes. Roberge cited work with the planning commissions and to develop networks to understand the landscape in each region. He cited the presentation to the Commission on Aging as an example where a better understanding of needs and expectations for outcomes could be better developed.

The DOT and HHS need to take at new techniques to leverage funding to

provide better and perhaps more service. What new partnerships in communities can be developed. Since funding is always a challenge, learning to better understand how to leverage resources will be important moving forward. The conversation on this will continue as we move forward.

### **New Mobility Management Program**

Roberge thanked NHDOT for their support of the SCC Mobility Management Subcommittee. Discussion followed on the landscape for transit in the future and the utilization of the new funds for the statewide mobility manager \$550,000 has been allocated to the use of regional mobility management, \$120,000 for the statewide manager and \$438,000 for regional mobility managers. There is a 20% match required for the use of these funds for this project. Judy Shanley emphasized the importance of leveraging federal funding opportunities that may be available.

Patrick Herlihy noted that DOT will be seeking Toll Credits in order to fund 100% of these funds which will be CMAQ converted to Surface Transportation Program (STP) capital funds which may be used for the project.

The State Transportation Coordination Plan guidance will be used to define the work of the state mobility manager. On the regional side, the definition is similarly found in the State Coordination plan. Performance measures on page 90 of the plan covering non-transportation accomplishments were outlined as these are vital to measure success of the use of these funds. Timeline for release of the funds will be following July 1, 2021. The SCC will participate in the selection of the consultant for the statewide management position.

Roberge noted that there are some pieces that are no longer pertinent in the plan three years later. He emphasized the need to have the mobility manager to help to coordinate transportation among the state agencies. Discussion followed regarding performance measures and the timeframe for evaluation of collected data and what the form of that data collection will take and who will be the repository of all the data collection/management. Bogle suggested it be a department outside the funding agencies that might return them. Herlihy

noted that these are FTA and FHWA funding programs that the DOT is responsible for the use of the funds was essential due to the complexity and compliance requirements. The various state departments have been moving towards greater coordination.

Patrick Herlihy explained that the new funding could possibly supplant the portion of 5310 funding currently being used for Mobility Managers in some of the regions. Discussion followed on whether some of the funding might be used to put additional service on the road because a certain base level of service is required to actually coordinate service. Scott Bogle noted that the 4 plans used as examples in the State Coordination plan were states that invested more than 4 times the funding for transportation than NH. Might some of funding be used for additional service in some regions. This funding will be used for mobility management that leads to coordination. Coordination isn't an end, it is tool for expanding service. DOT's view is that it is a tool for efficiently using scarce resources. It was noted that there are many mobility management activities taking place around the state and it is hoped that they can come up with a plan that satisfies everyone's needs.

#### **Updates Mobility Management Subcommittee**

Jeff Donald reported that the group is continue to work on the reporting document that everyone can implement easily. He is doing an assessment of what mobility management activities that are already going on in within each region and how far are they in coordination activities.

Judy Shanley urged everyone to attend the FTA webinar on November 10 if possible. She thanked everyone for their work.

#### **Whole Families HHS Group**

Gene Patnode reported on the creation of a whole family's transportation subgroup to begin to coordinate efforts with the SCC to bring to light some of the challenges of the underserved populations have in getting back into the labor market. Transportation, Workforce, Housing and Childcare pose unique challenges with the goal of disrupting the cycle of multi-generational poverty.

The SCC's job is to focus on all community transportation and to make sure that all needs are served. It's good to have all the

### **Covid Operations–Lessons Learned–Systems Usage**

Steve Workman has been working on a provider survey to assess impacts of pandemic to date and whether they can prepare for future events. He is working with Scott Bogle and Sylvia Von Aulock to create the survey. Many of the questions are open-ended and it's been suggested that this might best be handled in one on one interviews or small focus groups. Everyone was asked to review the survey and contribute to the process and provide comments or suggestions. It's hope that the survey will be helpful with other activities being undertaken. The user survey is still sometime in the future.

Ellen Avery will send their rider and volunteer driver survey to the group for possible use in drafting the rider survey.

Roberge suggested that the HHS various groups be included in review of the survey.

### **Other Business/Public Announcements**

Mr. Wilson noted that today's meeting was useful and there will be new funding that they can rely on for a period of time in the future. The funding is for mobility management per DOT. The collection of data and working on mobility management are the objectives of the work they are doing.

Sylvia Von Aulock is using remaining AARP funding to do virtual volunteer recruitment fairs. It's hoped there will be 3 of these conducted in December in their region.

Jesse Lore noted that Best Buddies Virtual Gala will be held on November 21.

### **December Meeting Agenda**

Continued work on mobility management will be on the agenda each month and if others have agenda items.

**Adjourn** Kim Firth moved to adjourn; Mike Acerno seconded. Vote: Unanimous.

Audio Recording of this meeting is available at

*Adopted:*

DRAFT