



## ***NH State Coordinating Council DRAFT Meeting Minutes***

**Thursday, May 6, 2021, 1:30 PM ~ Zoom**

**Members Present:**

Michael Acerno	Gene Patnode
Ellen Avery	Deborah Ritcey
Fred Butler	Fred Roberge (Chair)
Van Chesnut	Mike Tardiff
Melina Hill Walker	Mike Whitten
Jesse Lore	Steve Workman

**Others Present:**

Scott Bogle	Nate Miller
Jeff Donald	Teri Palmer
Andrew Harmon	Sylvia von Aulock
Adam Hlasny	Matt Waitkins
Terry Johnson	Angela Wesson
Janet Langdell	John Wilson
Katie Lamb	Cindy Yanski
Christine Lee	Carole Zangla

**Excused:** Chuck Saia

Chair Fred Roberge called the SCC meeting to order at 1:41 PM, noting that the Statewide Mobility Management Development discussion would be moved up in the agenda due to the availability of Mr. Fred Butler of NHDOT.

**Adoption of April 1, 2021 Minutes**

Motion by Mr. Steve Workman to adopt the minutes, seconded by Ms. Melina Hill Walker and carried unanimously with Messrs. Michael Acerno, Gene Patnode, and Ms. Deborah Ritcey abstaining.

**STATEWIDE MOBILITY MANAGEMENT DEVELOPMENT**

Mr. Workman noted that the document is approaching a final draft. Section III has already been submitted to NHDOT so they can move forward with pursuing toll credit approval. This should put things on course for completion by the new fiscal year on July 1, 2021.

Mr. Workman reviewed the draft vision statement: *“New Hampshire envisions an integrated system of safe and reliable multimodal transportation services that support complete trips for all.”*

Specific comments on the vision statement were as follows:

- Ms. Ellen Avery said that “sustainability” should be mentioned.
- Meses. Hill Walker and Sylvia von Aulock asked for a definition of “complete trips”. Mr. Workman said the terminology was borrowed from NHDOT’s vision/mission, but that he can add a definition somewhere in the document.

Mr. Workman reviewed the draft mission statement: *“The mission of the New Hampshire Mobility Manager Network is to improve the coordination, capacity, and sustainability of transportation*

*services available to older adults, people with disabilities, veterans, lower income individuals and other vulnerable populations.”*

Specific comments on the mission statement were as follows:

- Chair Roberge suggested adding “all forms of community transportation”
- Ms. Hill Walker asked if the goal is to address transportation for all NH residents or just to these particular groups. Mr. Workman responded that if we’re able to leverage funding, the system will become more accessible and reliable for all users.
- Ms. Cindy Yanski said that park and rides, vanpools, electric vehicle charging stations, etc., would also fall under the purview of “transportation for all”
- Ms. von Aulock agreed that it should not sound like anyone is being excluded.

For Section II: Mobility Management Network Structure, Mr. Workman noted that the Statewide Mobility Manager (MM) will be working very closely with the SCC, and the Regional MMs very closely with the RCCs. He added that a more robust system for performance evaluation/data collection will need to be built out in the upcoming SCC Strategic Plan.

Specific comments on Section II included:

- Ms. von Aulock asked if the text should specify NHDOT, and whether FHWA and/or the National Center for Mobility Management should be mentioned. She suggested the shape of the flow chart be less rigid and more circular.
- Chair Roberge suggested adding the Coordinating Council on Access and Mobility (CCAM) and the regional FTA and HHS offices.
- Ms. Janet Langdell suggested calling it the NH Mobility Management Network to maintain consistency throughout the document. It is currently called Mobility Manager Network in the vision statement.

Section III: In response to a question from Mr. Terry Johnson, Mr. Workman noted that NHDOT has indicated willingness to explore a range of contracting options, which could include a regional planning commission.

Section IV: Mr. Fred Butler said it is likely each region will have to reference this document in their MM contracts. The 2016 Plan is the only officially sanctioned document with formalized rules but there could be language added such as “as subsequently recommended by the SCC/adopted by NHDOT.” Chair Roberge expressed appreciation that NHDOT would take this document into consideration as the official guiding piece for the MM project.

Mr. Workman noted that nothing substantive has changed in Section V since the last meeting. The roles have been further classified for clarity. In response to a question from Mr. Andrew Harmon, Mr. Workman said that “people-centric” refers to a customer-centered approach. The language comes from the National Center for Mobility Management and refers to the guiding principles in Section I.

For Section VI, Mr. Workman said the list of performance indicators is heavily influenced by the 2016 plan. Specific questions were as follows:

- Ms. Hill Walker asked about indicators that show emergence from the pandemic. Mr. Workman replied that specifics have not been fleshed out, but that it could be helpful to track how different services are beginning to rebound.
- Ms. Hill Walker added that individuals' comfort with using community transportation should also be considered.
- Ms. von Aulock asked if most of the metrics will be for transit or VDP users. She said that there are many other issues for users of the transportation system, including what happens when seniors retire from driving, awareness of transportation options in rural communities, etc. Mr. Workman replied that this document is speaking to the MM network and asked how many of these considerations could be incorporated into the upcoming SCC Strategic Plan.
- Mr. Lore noted that metric #8: number of service providers/stakeholders working collaboratively and engaged in the SCC will be hard to measure.
- Ms. Langdell said that stakeholders should be retained and considered part of the RCC. For a region without many providers, it is significant to keep them engaged.

## **UPDATES**

- **Nominating Committee**

Motion by Mr. Lore to confirm the same slate of officers for the coming year, seconded by Ms. Avery and carried unanimously with Mr. Butler abstaining.

Chair: Fred Roberge

Vice-Chair: Mike Tardiff

Secretary: Pat Crocker

Treasurer: Steve Workman

- **SCC/HHS Workshop 4/16/21**

Mr. Patnode thanked SCC and RCC members for participating in this robust online event. Great feedback was received by many different TANF staff members. A follow-up survey was distributed, and feedback will be considered at the Whole Families level.

- **Joint Meeting with NHTA in June**

Chair Roberge recognized Mr. Van Chesnut for his many years of work on the NHTA and SCC boards, noting that he has known Van since 1987. Mr. Chesnut was also an original member of the SCC in 2007.

Mr. Workman said that the joint SCC/NHTA annual meeting will take place on June 10, 2021 from 10:00am until noon, with a brief SCC business meeting continuing until about 12:30. This will be in lieu of a June 3 SCC meeting.

The meeting will consist of

- Intros from Chair Roberge and Mr. Chesnut, and remarks from NHDOT Commissioner Victoria Sheehan and FTA staff.
- Very quick “speed dating”-style presentations of accomplishments, with individuals presenting 1-2 slides each on various transit topics/activities such as the CMAQ transfer for buildout of the MM network, and work around VDP networks being done by Mr. Jeff Donald and Ms. von Aulock
- An hour (pending availability) with Congressman Chris Pappas. Mr. Workman is still ironing out details but there may be an opportunity for folks to submit to Mr. Workman any potential discussion topics, primarily related to the renewal of federal transportation legislation.

The meeting will be hosted on Zoom in the open meeting rather than webinar format. This will create more community and allow more ways to connect with one another. There will be an opportunity for advance registration.

- **Pandemic Survey/Microtransit Webinar**

Mr. Workman noted who has responded to the survey as of April 30. He reminded those present that the survey will be open for one more week.

Mr. Chesnut thanked those who attended the recent Microtransit Webinar, noting that there were 3-4 times as many attendees as expected. Chair Roberge added that he is excited about the possibility of implementing microtransit throughout the state, as integration of technology with passenger needs is an important step moving into the future.

- **Respect and Civility Training**

Chair Roberge reminded those present that only official SCC members or state-appointed positions must complete this training. He added that certificates of completion can be sent to Ms. Pat Crocker.

- **Announcements/Updates/August Meeting Agenda**

Mr. Lore introduced NH Businesses for Social Responsibility ([www.nhbsr.org](http://www.nhbsr.org)). There is a newly formed transportation working group trying to learn about NH’s biggest challenges and how the private sector can help solve them.

The August meeting will include the following agenda items:

- Continued development/adoption of the Mobility Management document
- SCC strategic planning process including discussion of performance metrics
- Workplan for next year

Ms. Langdell asked if the SCC bylaws will be ready by August. Mr. Roberge noted that Ms. Ritcey is chairing that committee but that it has been on hiatus. There has been a lot in flux with the MM program development.

Motion by Mr. Chesnut to adjourn, seconded by Ms. Ritcey and carried unanimously. Meeting stood adjourned at 3:29 PM.

**Adopted:** June 10, 2021