

Consolidated Manchester/ Derry-Salem (R8) Regional Coordination Council

Tuesday, April 27, 2021

Via Zoom (Scott Bogle, Host)

MEETING MINUTES

ATTENDEES:

Fred Roberge, Chair – Easterseals NH
Jocelyn Gallant – Citizen member
Lisa Ludwigsen – Easterseals NH
Laurie Makarawicz – CART
Ryan Noronha – Catholic Charities
Debra Perou – RNMOW
George Sioras – Derry

Mike Whitten – MTA
James Wilkie – Catholic Charities
Scott Bogle – RPC
Nate Miller – SNHPC
Sylvia von Aulock – SNHPC
Adam Hlasny – SNHPC

1. Call to Order

Chair Fred Roberge called the meeting to order at 2:07 PM.

2. Action on Minutes of March 23, 2021

Motion by Scott to approve March 23 minutes, seconded by George and approved unanimously.

3. Compliance Updates for Region 8 Agencies

Nate summarized the need for FTA 5310 subrecipients receiving more than \$750,000 of federal funding to undergo a Single Audit. Even if the \$750k threshold is not met, a general audit by an independent CPA remains a requirement. SNHPC will also be conducting a spot review of invoices. Nate noted which of these will be reviewed by agency, adding that he will follow up with an email request to subrecipients soon.

Nate said that semiannual Disadvantaged Business Enterprise (DBE) reporting is due to NH DOT by May 15, 2021. The new point person at DOT is Travis Toner; any questions should be directed to him.

4. Regional Mobility Management Discussion (continued from last meeting)

Fred recapped that several scenarios were laid out at the last meeting. He suggested forming a subcommittee to look at the possibility of developing a Request for Proposals (RFP) for a part-time Region 8 Mobility Manager (MM). He said that the SCC's MM Subcommittee has continued to develop tenets of the program for statewide consistency. A 10-page document was circulated at the April SCC meeting which will see continued discussion in May. That document will be very useful in developing an RFP for Region 8.

There was some discussion of expectations, and whether it is worth pursuing the pooling of funds between RCCs to hire a full-time rather than part-time regional MM. Fred said that DOT has result-oriented expectations, i.e. taking responsibility for the region's work in a way that will benefit many agencies.

Mike suggested reaching out to the Nashua (R7) RCC to see if coordination is a possibility. Nate noted the logistical considerations of where a joint MM would be housed and to whom they are responsible. Regions 3 (Belknap-Merrimack) and 10 (Seacoast) were also mentioned as collaboration possibilities.

Fred said that the Statewide MM position will be contracted. The R8 Subcommittee can investigate whether NH DOT has composed an RFP, and perhaps use similar language for the Regional MM RFP. This subcommittee will be comprised of Fred, Mike, Nate, and Scott. Fred and Mike will be co-chairs; the first meeting will be at 2:00 on Thursday, May 13.

5. Coordinated Plan Update

Scott summarized the status of the three survey instruments for the Coordinated Plan update. He noted that the welfare and non-service provider surveys are loaded up on publicinput.com and ready to go, but contacts still need to be updated before transmitting.

Those present provided Scott with ideas and contact info for several Manchester-area agencies. There was some discussion around sending surveys to local librarians and/or recreation directors, as they often have deep inroads within communities and could provide valuable responses.

6. SCC Update

Fred said that the collaborative event with HHS and TANF workers on April 16 went very well. He will debrief with Steve Workman of Transport NH and outline next steps. The process of engaging with caseworkers and transit advocates in a more regular way is valuable, and more events of this type could be forthcoming.

7. Next Meeting

Adam will correspond with the group to schedule the next meeting.

Motion by Nate to adjourn, seconded by George.

Meeting stood adjourned at 3:32 PM.