

NHTA minutes – April 1, 2010

Recorder: Ken Hazeltine

Present- Van Chesnut, Bev Raymond, Pat Herlihy, Lisa Paquette, Lauren Silva, Roberta Berner, Beverly Cray, Jeanne Bota, Ken Hazeltine, Lee Maloney, Karen Holden, Fred Roberge, Shelley Winters, Erin Boyle, Sarah Porter

Legislative update: SB 316 (Long Range Transportation Plan) Hearing was held on 4/1/10 and the feeling by Curtis Barry with the Dupont Group is that it most likely isn't going to get very far. SB 321 is the bill that makes changes to the law that created the State Coordinating Council to provide liability protection to the Regional Coordinating Council members when conducting RCC business is proceeding through the process. The next step is a full house vote.

NHDOT update Shelley Winters reported that She and Lorie Claire have been making sure invoices are being paid while Karen Jennison is out on medical leave. The NTD validation report for 2009 needs additional clarification. There will be a free webinar training from FTA to assist with rural reporting. Other webinars are planned in April for JARC and New Freedom. If you're interested contact Lorie Claire at NHDOT.

Quarterly productivity reports are due along with Charter activity reports for Sec. 5311 operators. Staff is working on contracts now so that when funding levels are determined the contracts can be processed quickly for G&C approval.

Karen Jennison may be back on a part-time basis starting next week. Her first priority will be to process invoices. The RTAP Advisory Committee meeting scheduled for April 9th most likely will be postponed to April 16th because Karen may not be up to a lengthy meeting and Shelley is not available to fill in due to other commitments.

Sec. 5311 ARRA funds for operating costs were requested by only one agency. Providers should keep in mind that invoices for reimbursement need be on separate invoices and cannot be mixed with regular Sec. 5311 invoices because they were in two separate contracts. Anyone having questions should contact Shelley Winters. Reporting is required for any agency receiving ARRA funds. Keep track of all job hours. The same goes for transportation infrastructure funding. NHDOT will hold all invoices if reports are late.

NHDOT would like feedback from staff that attended the recent Supervisory Drug & Alcohol training to determine if NHDOT should use the same instructor in the future.

Vehicle purchases are being underway and bids will be awarded soon. The group bids have resulted in lower overall cost to the program. NHDOT will determine the amount of remaining funds and how they will be redistributed. The bid process allowed for additional 8/2 or 16/2 units that can be purchased if needed without having to go through a separate bid procedure.

Intercity bus applications are a set-aside from the Sec. 5311 program. FTA informed NHDOT that they cannot require a private operator to provide the matching funds. That means that applicants need to show where the matching funds will come from. In-kind funds can be used as match. No state match exists. If matching funds cannot be found, NHDOT will request the funds be transferred to the regular Sec. 5311 program.

Sec. 5304 planning funds will be awarded by 4/2/10.

NHDOT received the following applications for funding:

<u>Program</u>	<u>Applications</u>
Rural JARC	8
Rural New Freedom	12
Urban New Freedom	2
Urban JARC	1
Elderly & Disabled	10

HHS update: Pat Herlihy provided an update on the status of the State Coordinating Council (SCC)

- David Withers for the NH Dept of Insurance will be discussing insurance requirements and opportunities as it relates to the sharing of agency vehicles and drivers
- RCC 6 East Monadnock will be recommended for approval becoming the 6th RCC out of 10 planned regions.
- LGC determination that they will not extend coverage under regional planning commissions to the RCCs
- Will Rodman (Staff to the SCC) will discuss the status of the RCCs, development of a Business Plan, a phased-in approach concept for medicaid transportation
- RCC 5 (Cheshire County) kick-off meeting to start the development process for that region.

Annual Meeting: Van reported the meeting will be held at the Holiday Inn in Concord on June 3rd because a location with internet access is required for the workshop portion of the meeting. Six vendors have confirmed that they will participate and NHDOT will assist with the meeting costs of the event. There will be morning refreshments and a buffet lunch.

Registration will be \$30.00 to attend. Bev Raymond and Lauren Silva will work the registration table and will provide invoices for agencies that need them and collect payment for the other attendees.

The technical workshop will include presentations the following possibilities:

- Google transit (Coast)
- I-Contact (UNH)
- Webinars (CART)
- Passenger Info systems and trip planning (Advance Transit)
- Twitter/Facebook (MTA)

Who will be there from FTA is yet to be determined. Agencies are encouraged to bring additional staff and SCC members are welcome to attend.

Adjournment: Motion to adjourn by Fred Roberge and seconded. Voted to adjourn