



# Locally Coordinated Meeting Minutes

07-25-07

## **Attendees:**

Bob Mack, Nashua Welfare  
Eileen Brady, Nashua Soup Kitchen  
Tim Roache, NRPC  
Matt Waitkins, NRPC  
Karen Baker, NRPC  
Ellen Groh, Granite State Organizing Project  
Beth Raymond, Area Agency  
Mark Sousa, City of Nashua

Geoff Delphouse, Nashua Transit  
Meghan Brady, St. Joseph's Comm. Serv.  
Lori Lorman, Nashua Transit  
Sarah J. Knoy, Granite State Organizing Proj.  
Sharon Paley, Nashua Soup Kitchen  
Suzanne Keller, Southern NH Medical Center  
Donnalee Lozeau, SNHS  
Sue Hovling, Pelham Senior Center

The meeting began at 12:17 pm.

## **Agenda Item #1**

Tim Roache opened with introductions and asked if there were any comments on the minutes from the May 23<sup>rd</sup> meeting. There were no comments.

## **Agenda Item #2**

Matt Waitkins updated the group on the State Planning Efforts. He started by informing them that the HB767 had moved forward to the legislature and passed around copies of the legislation adding that it was still waiting for the governor's signature. In addition, nothing had changed regarding the RFP from the DHHS, which was still working its way through DHHS for review. Meghan Brady felt that John Stevens leaving DHHS on August 12<sup>th</sup> would slow the process down. Matt proceeded to read through HB767 and highlighted some of the more important parts. Mark Sousa pointed out that when HB767 first came out, it was only a volunteer bill and since has had add-ons. With this, Matt moved onto the SCC portion, skipping over the volunteer section. Mark also pointed out that transit agency representatives were not included in the HB767 bill and that it was being pushed to get someone from the urban side to have a voice in it. Geoff Delphouse added that a letter was being drafted to request a person from the urban side be included, from the coast, Nashua or Manchester area.

Meghan brought up the NH Coalition on Aging Services and the many people involved and desire to become involved. Donnalee Lozeau said there was a loophole when a state organization is involved and that a prior sponsor would be necessary to bring to the table for the next session.

Matt said he had spoke with Kit Morgan regarding the 45 day period mentioned in HB767 and was informed that it was Kit's understanding that it would be 45 days from the effective date which was July 1<sup>st</sup>. Therefore, August 15<sup>th</sup> would be the day for the meeting. There was also a question on who calls the meeting. Matt added that he did not think that there was any money attached to the legislation and that a fund would need to be established.

## **Agenda Item #3**

Tim spoke about the establishing of the regions and the RCC. Mark suggested reviewing the transportation plan, being prepared to assume that region 7/8 will be the one the SCC goes with. He added that he did not think the SCC will change because it would take too much time and that we should go with the plans as they are.

Matt spoke about the MOU and the Bylaws which he had asked for comments by mid-June, but had not received any. He asked the group if there was anything they would like to add at this time. He added that the MOU and Bylaws were amendable. Tim felt this was still a working group and that the MOU and Bylaws were not ready for adoption and they can't really finalize anything until the SCC goes through. Meghan felt this group was very far forward in the process.

Matt passed around copies of the MOU proceeded to review them. Listed below were some of the suggestions, questions, and comments:

- Ellen Groh felt "as funding allows" should be before #1. She said it applies to #3 but want to make sure all are included even if they are not a representative in the Human Services field.
- Meghan Brady felt that by adding "as funding allows" builds in availability and that it should be reworded.
- A member of the group asked for clarification on the word "availability".
- Mark Sousa said the transportation goal is to get vehicles all over the region.
- Geoff Delphouse said he was looking at all aspects of vehicles and looking to service all areas in the region.
- Megan added that non-emergency medical needs were some of the purpose of getting transportation to all and specifically mentioned a Medicaid client having the option to purchase transportation.
- Bob Mack suggested wording it "as resources are available or allow" and take out the word "funding".
- Meghan questioned whether the "grants" (page 2, top, 2<sup>nd</sup> bullet) should be replaced with the word "resources".
- Tim asked if there was a consensus from the group to make the above listed changes and all agreed.

Tim pointed out to the group what the region is according to the SCC Plan. He added that Pelham shows as being in Region 9. Because of CART, this could change after the SCC is formed.

Next Matt handed around copies of the Bylaws and proceeded to review them, pointing out some of the changes agreed upon during the last meeting. Listed below were some of the additional suggestions, questions, and comments regarding the Bylaws:

A comma should go after the red italicized word "term" on page 2.

Ellen Groh asked if there would be any maximum or minimum number for the whole RCC. She added that as it is written, there is no limit. Someone added that the MOU would have to be signed.

Meghan Brady felt that some sort of dedication should be required and term limits as well as consecutive term limits. She added that there should be some sort of graceful out for both sides. Tim and Matt would check into this by checking the NRPC Bylaws:

- Sarah Jane Knoy asked if term limits would be for agencies also. Meghan said "yes for all".
- Suzanne Keller suggested automatic membership for agencies & their directors with 5 year terms with only one person with the ability to vote.
- Another member suggested term memberships for boards only, not citizens.
- Donnalee Lozeau felt this was an important decision to be made and suggested staggering terms. Mark agreed saying it was important not to lose continuity.
- Ellen asked if citizens who use public transportation or just concerned citizens could be members. Tim said they did not have to be users. Ellen said it would be good to have an actual user.
- Mark agreed with term limits, but questioned if it was a small agency with 1 person on what happens once their term is up. Does this mean they can't be involved once their term is up? He suggested organizations or agencies not have term limits, but citizens with term limits. He



added this is something that needs to be thought about. Sarah Jane did not agree with term limits for one group, but not the other. Meghan pointed out that these organizations are providing these services.

- Tim and Matt would identify some models to help with the term limits. Donnalee felt that the NRPC board was not the board to use to compare with others and suggested looking into other states or other public/private boards. She felt her organization would be the closest to this.
- Ellen suggested having the agencies make the terms for their agency representatives on the RCC.
- Another suggestion was to have an executive council to tell agencies when new blood is needed.
- Matt pointed out that on page 6, #1-7, Board = Council.
- Ellen said that Executive Session listed on page 4 was not defined. Mark said this was important under 191A.
- Donnalee asked the group to think about term limits and the fact that as many transportation agencies that want to sign on to be involved can as long as they sign the MOU.

Tim said the September meeting would be to deal with issues on terms.

Next meeting will be on September 26<sup>th</sup>, 2007 at 12 Noon.

**Meeting adjourned at 1:21pm**