

Alliance for Community Transportation Budget Workshop

Minutes

February 1, 2017 - 9:00am

McConnell Center, Dover, NH

Members Present: Debbie Bartley (Lamprey Health Care), Scott Bogle (RPC), Carol Gulla (TASC), Tory Jennison (Region 6 Integrated Delivery Network), Colin Lentz (SRPC), Margie Longus (Ready Rides), Rad Nichols (COAST), Debra Perou (RNMOW), Sharon Reynolds (citizen), Cheryl Robicheau (Strafford CAP), Meri Schmalz (Ready Rides)

Others Present: Jeff Donald (COAST)

Jeff Donald reviewed the various federal and NH DOT grants that ACT had received to fund its work and what types of projects that funding was used for. FTA Section 5317, 5307, and 5310 funding were discussed. Donald explained that 5317 and 5307 funding go directly to COAST from the FTA, Section 5310 funding passes through NH DOT and unused funds are no longer available after the end of the contract.

J. Donald confirmed that Section 5310 Capital funding is not managed by ACT. Agencies apply directly to NH DOT.

Donald presented two versions of the 5310 POS contract. Since there is no longer sufficient funding to cover all the services that ACT has previously wanted to fund, he suggested capping the funding that could go to each program. The volunteer driver programs would continue to use their in-kind match to access the funds, but the funding wouldn't cover a specific percentage of the costs of providing all their trips. They need to be sure they have sufficient local funding to cover their unreimbursed expenses. One budget suggested invoicing for all of the trips performed and spending down the POS funding as soon as possible, and then using solely local funding to cover costs later in the year. The second budget was designed to bill for a set amount each quarter to even out the federal revenues. This methodology seemed to be problematic if an agency had a slow quarter and didn't perform enough trips to invoice for $\frac{1}{4}$ of the available funds. [Note: Donald spoke to NH DOT after this meeting and was informed that front loading the invoicing would not be allowed, and agencies should only invoice for a proportional amount of their funding each billing period. This is to ensure that an agency provides trips during the entire year. If an agency has a slow quarter, it can invoice NH DOT for previously uninvoiced trips from an earlier billing period.] If necessary, the programs will need to consider pacing how they provide trips throughout the year.

Debbie Bartley expressed concerns about Rockingham Nutrition's recent expansion, as her drivers have reported seeing LHC's and RNMOW's vehicles at Dearborn House at the same time. The Provider Workgroup is going to follow up on this discussion.

Those present agreed to the general framework of the POS budget.

J. Donald presented a draft of the Formula Fund budget. ACT is receiving less funding than it has previously and its plan for now is to spend down the last of its old 5317 funding, use its full 5310 allotment, and finally, access 5307 mobility management funding that COAST is willing to make available

for this year. It is not clear that the 5307 funding will be available in future years. In this budget, Donald determined a percentage of the expenses that are directly related to running TripLink. The agencies that join TripLink will need to provide the local match (20%) for those expenses. It was suggested that any agency that received 5310 funding for their own program would have to move their call taking to TripLink and help provide matching funds. COAST and Ready Rides already use TripLink and Rockingham Nutrition has committed to transitioning. While this is a new expense for Ready Rides, this change primarily affects TASC. The Executive Committee asked TASC to decide by February 15, 2017 if it would join TripLink. If so, it should do so beginning October 1, 2017. If not, it would not be eligible for 5310 support. TASC is concerned that this is a very short timeline for making an important decision, and they need to ensure that this is the best decision for their drivers and clients. S. Bogle noted that the group knew that at some point, participating agencies would need to help fund the one-call/one-click center. He added that implementing effective coordination strategies may require some restructuring. J. Donald discussed TripLink's interest in being as flexible as possible when working with agencies that wish to join TripLink. D. Bartley asked a number of clarifying questions and explained their hesitancy due to LHC's previous experience with ServiceLink.

After discussion, Donald agreed to call NH DOT to ask if it was possible in the grant application to commit to funding for TASC for year 1 of the contract, but to make year 2 funding contingent on joining TripLink. [Note: Yes, this is allowed.]

Meeting was adjourned at 10:30 AM.