



General Membership Meeting Minutes – July 12, 2017 - 9:00am, McConnell Center, Dover

Members Present: Scott Bogle (RPC), Elaine Dunton (Homemakers), Carol Gulla (TASC), Tory Jennison (Region 6 Integrated Delivery Network), Colin Lentz (SRPC), Margie Longus (Ready Rides), Rad Nichols (COAST), Meriam Pereira (COAST), Debra Perou (RNMOW), Sharon Reynolds (citizen member), Cheryl Robicheau (Strafford CAP), Meri Schmalz (Ready Rides), Pamela Thyng (Community Partners), Michael Williams (COAST)

Others Present: Marcia Golembeski (Statewide Independent Living Council), Shellie Lemelin, (Statewide Independent Living Council), Jeff Donald (COAST)

1. Welcome and Introductions

The meeting began at 9:05

J. Donald introduced Meriam Pereira, the new Demand Response Manager at COAST.

2. Approval of Meeting Minutes (3-1-17 meeting) {VOTE}

S. Reynolds made a motion to approve the meeting minutes from May 3rd

Seconded by C. Gulla

Vote: unanimous in favor

3. Updates

J. Donald said Rockingham Nutrition MOW had moved to the new TripLink system, and that Ready Rides has moved to an updated version of the trip scheduling coordinating software.

J. Donald confirmed that \$5,000 mini grants for matching funds had been awarded to ACT from Exeter and Wentworth-Douglas hospitals. He noted that the funds from Wentworth-Douglas hospital were restricted to use on the Community Rides program, but that the grants were a great example of improved connection with healthcare centers in the RCC.

S. Bogle asked about the possibility of applying for similar grants from Frisbie Memorial Hospital. J. Donald said he had reached out to them multiple times but had not heard back yet.

4. Statistics

J. Donald reviewed ridership data from the past few years [handed out at meeting]. He noted that data readiness doesn't always fit with meeting schedule, but he would have updated data for the September meeting.

S. Bogle noted that Medicaid trips had declined recently after a higher rate previously and asked if the high Medicaid numbers corresponded with low number of ADA trips. J. Donald said it was not a capacity issue on COAST's end, but that Medicaid trip costs may have been negotiated at lower rates for another provider.

J. Donald gave an overview of the ACT year-to-date revenue and expenses (starting in May of 2017) and explained individual line items in the budget. He explained that COAST is the lead agency for Federal Transit Administration (FTA) formula funds for program administration are administered and Rockingham Planning Commission is the lead agency for Purchase of Service (POS) funds.

5. Update to Service Standards & Contract {VOTE}

J. Donald described the printed copies of the proposed changes to the provider service standards. Members took several minutes to review changes.

J. Donald explained that the proposed standards were based on input from COAST's legal counsel and insurance provider. He described changes made for consistency, updates to language related to scheduled trip cancellation (related to insurance), and specific language related to sexual molestation, abuse, and assault. J. Donald explained that sexual assault language had always been in provider contracts, but not laid out strictly in overall services standards.

D. Perou said adding the sexual assault language at this point might require RNMoW to take on additional insurance coverage and premium costs.

C. Gulla concurred, asking if the updates would make RNMoW and other providers non-compliant based on their current contracts. J. Donald reminded them that sexual assault language was in current contracts and adding language to the provider service standards would not affect contracts.

Members discussed the effects of adopting the proposed updates to the service standards.

C. Gulla acknowledged the complexity of the situation, but commented on the importance of anticipating possible impacts to providers when it comes to changing documents like the service standards.

J. Donald presented the option of voting on the other proposed changes to the service standards and postponing the vote on the sexual assault language till further review could be completed. M. Williams asked if that would actually change anything if the language was already in the contracts. J. Donald responded that because providers are currently in the process of updating their contracts, new language in the services standards would impose restrictions. He said if the sexual assault language were tabled now it could be amended to contracts at a later date.

J. Donald reviewed the proposed updates to drug and alcohol testing language in the service standards, noting specifics that were left out of the previous standards.

C. Gulla made a motion to approve the service standards updates, except for the proposed changes related to sexual assault, abuse, and molestation (Section 3D) which would be voted on at the September meeting.

S. Reynolds seconded the motion.

Vote: unanimous in favor

6. FY 18 Budget Draft

J. Donald described various fiscal years and funding streams in the FY2018 ACT budget and described the complex process of applying for grants in both state and federal fiscal year periods. He reviewed a chart with funding sources, individual line items, provider-specific funds, and associated timeframes and said the draft budget will be voted on at the September meeting prior to the start of the federal fiscal year on October 1st.

J. Donald explained that the draft FY18 budget is predetermined by grant funding that was applied for and recently received. He noted that there weren't any unexpected changes based on the original application.

T. Jennison asked how much the budget will be short on matching funds if match from the Endowment for Health doesn't come through.

J. Donald said if the funds come through, the budget should have full match, but if they don't the budget will be about \$8,500 short.

J. Donald gave an overview of the draft FY18 POS funds and said he would provide a detailed budget before the September meeting.

7. FY 18 Workplan Draft

J. Donald reviewed several items listed in the draft ACT workplan. He asked members to review the draft workplan.

8. FY 18 Meeting Schedule

J. Donald handed out the schedule for future ACT meetings of the general membership and executive committee. Members pointed out conflicts with national holidays and confirmed with J. Donald that the November meeting would be on the 1st, not the 8th.

9. SCC Report

J. Donald said there was no news from the SCC because members had been on vacation. The next meeting is in September

10. Information Exchange

S. Bogle asked how the Statewide Independent Living Council is connected to other committees and groups. M. Golembeski said it was connected to Granite State Independent Living and the Governor's Commission on Disabilities, and members are appointed by the governor. She described several sub-committees of the council and said she was impressed with all the good work going on in the ACT region.

11. Clients in Need

C. Gulla said she had been asked about clients from Great Bay Services looking for employment transportation between Portsmouth and Hampton. She asked if it would be best to direct the clients to TripLink. J. Donald said that would be the best approach.

C. Gulla asked D. Perou if RNMoW serves Rye. D. Perou said she could work with C. Gulla after the meeting try

M. Golembeski said the Statewide Independent Living Council had a 3-year state plan and said she would email a PDF of the plan to J. Donald so he could distribute it to the ACT members.

12. Public Comment

No public comments were brought forward.

13. Adjournment

S. Reynolds made a motion to adjourn

Seconded by C. Gulla

Vote: Unanimous in favor

The meeting was adjourned at 10:34