**South East Regional Coordinating Council**

**October 7, 2014**

**Attendees**

Angie Azevedo, Joanne Laferrara, Bill Shine, Alan Slavin, Janet Richardi, Nancy Lawson, Mary Basilone, Cindy Curran, Julie Boren, Joe Yasaian, Rachel Fichtenbaum, Abril Novoa-Camino

**Introductions**

* The group accepted the meeting notes from the last meeting
* To review meeting notes in advance, visit the RCC webpage: <http://www.gatra.org/index.php/contact-us/rcc-meetings/>

**Forum Invitees**

* Mary has followed up with RCC members for help identifying contacts at medical facilities
* We have been able to find social workers at hospitals but are having a harder time with medical centers
* We can drop off hard copies of the survey at medical centers with self addressed stamped envelopes
* Some of the right people may be attending the Health and Wellness Summit coming up on October 17, which is organized by the CHNA
  + Janet will see if we can get their mailing list and send the survey to it
  + She will also see about advertising our forum at this event
* Other CHNAs in the region may also be able to help
* Janet will talk to Mike Johns about getting some VSOs to attend
* Mary will invite Lilly Hartman as one of the transportation providers. She runs a volunteer medical transportation service for veterans in Norfolk County
* Mary and Joanne are working with Frank to determine whether private for-profit transportation providers have a role at the forum

**Survey**

* It will be sent out this week
* RCC members should sign up for the forum but do not need to fill out the survey
* COAs will get an invitation to the forum but no survey

**Other Topics of Discussion**

* Nancy shared information about the hotels housing homeless families and the number of families at each
  + Angie will follow up with a map showing bus routes near those hotels
* Catholic Social Services is hoping to get a vehicle – maybe a mini-Winnebago – and convert it into an Office on Wheels so they can better help the families in motels (no dedicated office space in the motels)
  + GATRA offered to partner & come once a month to sign people up for bus ID cards and dial-a-ride
  + GATRA has old vehicles that Catholic Social Services might be able to buy or get
* SERCC suggests that the state should align incentives to promote more commingling (allowing passengers who are funded by different agencies or funding streams to ride the same vehicle together)

**The Forum**

* We don’t have time for everyone to go around and introduce themselves
* We’ll have nametags for everyone
* Julie will introduce herself, Mary, and Joanne and then ask the other RCC members to raise their hands
* See agenda document
  + Intros 8:30 to 9
  + Ride Match 9 to 9:15
  + World Café 9:30 to 10:45
  + Wrap-up 10:45-11
* Registration for forum deadline Nov 3
  + After that we can do table assignments
* Julie will be the timekeeper
* We will have four questions, 15 minutes each (or maybe 3 questions, 20 mins each). Different tables will start with different questions so the room will cover all the questions even if conversation at some tables gets stuck along the way

**Space**

* Space holds up to 70
* Mary will go to check out the room, confirm AV setup etc.
* The hotel has some accessibility concerns, though these are supposed to be addressed by the end of the year
* The registration table will be outside the room
* 8 tables

**Supplies**

* GATRA can provide nametags
* The hotel should have tent cards to number the tables
* Angie can prepare easels with the questions already on them
* Angie will provide markers for the easels
* The hotel will provide scratch pads & pens if people want to take their own notes
* Invite notetakers to bring laptops to take notes on if they are comfortable so they don’t have to type it up later

**World Café**

* Goal = facilitate brainstorming, generate creative, out-of-the-box ideas
* Facilitators: Mary, Joanne, Bill, Angie, Nancy, Melissa, Sarah Alden, Rachel, Joe
* Need more volunteers to be notetakers

**World Café Discussion Questions**

* Topics
  + Communication
    - How do we communicate available resources to seniors, people with disabilities, low-income individuals, and homeless families who need transportation to access medical care?
  + Expectations & wait times & scheduling
  + Coordination of vehicles & funding
  + Financial support (but maybe this should be combined with Question #3?)
* We can have a simple question for each and then a scenario as an illustration
* Wordsmithing team: Mary, Julie, Janet, Rachel, Alan

**Packet**

* Agenda
* Services by town handout
* Survey findings
* EO530 summary
* The 4 (or 3) questions
* Attendee list
* One-pager on what SERCC is, contact info, SERCC webpage
  + Angie made a great logo for SERCC!

**Community Transit Grant Program**

* MassDOT is working on a handout to clarify eligible applicants and expenses under the Community Transit Grant Program (CTPG). Abril shared a draft
* RTAs and private nonprofits have similar eligibility criteria, but RTAs are eligible for state funding and thus can get vehicles 100% funded, whereas nonprofits are only eligible for 80% funding and must provide a 20% match
  + State funds are no longer available for nonprofits
* RCCs are welcome to apply for CTGP funds
* MassDOT will provide trainings on how to apply and how to submit a strong application in January
* The grant cycle opens in early February
* Contact Abril or Price with questions: [abril.novoa-camino@dot.state.ma.us](mailto:abril.novoa-camino@dot.state.ma.us) or [price.armstrong@dot.state.ma.us](mailto:price.armstrong@dot.state.ma.us)
* Price is available to come to an RCC meeting & speak about the CTGP funds if we are interested

**Next meeting October 28, 8:30-10:30 at SRPEDD**