

NHRTAP Advisory Committee Meeting Agenda

Date: July 30, 2026

1. Welcome

- Review June 25, 2026 action items
- Confirm completed actions

Action	Owner	Status
Notify Dawn to publish the SFY27 Training Calendar.	Tammy/RLS	Completed
Send reminder email emphasizing the importance of advance registration.	Cathy	Completed
Remove the 90-day requirement and waiver language from the Training Policy.	RLS	Completed
Update the NHRTAP website with SFY27 scholarship information and remove references to 5310 scholarship eligibility.	Tammy	Completed
Publish the SFY27 Training Calendar on the website.	Dawn/RLS	Completed
Schedule and conduct Tri-State Conference planning discussion without RLS participation.	Advisory Committee	Completed

2. SFY27 Training Program Update

Discussion:

- First training scheduled QTR 1 was cancelled due to lack of participants

3. Training Policy

- Awaiting Cathy's final approval

4. Scholarship Program

Discussion:

- Amount will be divided among 5311 agencies
- \$10,000- 5 agencies (Each agency has \$2,000)
- Planning how to use in advance is welcome and encouraged
- If an agency is not using their apportionment, could be available to another agency.
- Prompt for November Advisory meeting check in on planning.

5. Communications

Discussion:

- Newsletter- Agency Highlight- rotate per issue

6. Tri-State Conference

Discussion:

- Meeting coordination in process for NHDOT, Ryan & RLS

7. Program Updates

- Financial Management training
- Compliance Assistance
- Title VI technical assistance

- Mobility Management updates
- Other RTAP activities

Discussion:

- Train the Trainer- September 25-26 (Tammy to confirm and follow up)

8. Upcoming Planning

Discussion:

- James is looking for training of how to train staff- wants guidelines- what needs to be covered.
- Terri shared that she shares information in staff meeting.
- Follow up on compliance- “no” do you train your staff on Title VI (RLS)
- Fred shared: FTA- [Title VI Training | FTA](#)
- Possible newsletter article (check with Kim-NC (RLS))

9. Open Discussion

- Fred mentioned discussion on budget structure-open for feedback
- Fred discussed 5305- in process of gathering feedback to present to the RPC’s on new procedure and solicitation plan. More to share in the future.
- Discussion on request for RCC’s to be aligned with County boundaries. Discussion on this helping with County commitment to RCC’s. Concern with counties that overlap and increasing the workload. Fred indicated the decision will not be right away, want to make sure there is discussion and feedback before any decision.
- Next RCC meeting September 3, 2026
- Fred met with Region 1-FTA- Couple of grants (5339),
 - Transit Asset Management updated-thanks to all. Updates are coming soon.
- Fred requested any photos be shared.
- Quarterly reports are due tomorrow. Reach out to Cathy if more time is needed.

Meeting Adjourned at 1:51pm.