



**MEETING NOTICE AND AGENDA**  
**COMMUTER CONNECTIONS RIDEMATCHING COMMITTEE**

Tuesday, June 17, 2008

10:00 a.m. - 12:00 p.m.

**Metropolitan Washington Council of Governments**  
**777 North Capitol Street, N.E.**  
**COG Board Room, Third Floor**

Chairperson: Kevin Thornton, Prince Georges County

Vice Chairperson: Diana Utz, GW RideConnect

COG Staff Contact: Nicholas Ramfos, 202/962-3313 or [nramfos@mwkog.org](mailto:nramfos@mwkog.org)

*(Note: If you cannot attend this meeting, please call 202/962-3327.)*

<u>ITEM #</u>	<u>ACTION</u>
1. Introductions	
2. Minutes of the March 18, 2007 Meeting	APPROVE
3. Upcoming Fairs and Promotions <b>(15 min)</b>	INFORMATION
COG and clients will provide information on recent and upcoming transportation fairs and promotions, and distribute copies of promotional items and/or announcements.	
4. TDM Software System Project Update <b>(35 min)</b>	DISCUSSION/ INFORMATION
Staff and Base Technologies representatives will present and discuss the status of the TDM Software System project. Base Technologies will discuss updates made since the last Ridematching Committee meeting on March 18, 2008	
5. GRH Software System Training <b>(10 min)</b>	INFORMATION
Staff will discuss recent GRH Software training which took place at Diamond Transportation on Tuesday, May 13, 2008	

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|----|---|-----------------|----------------------------|
| 6. | Error Reporting Update  | <b>(10 min)</b> | INFORMATION                |
|    | Stephen Finafrock will discuss commonly reported errors and the resolution of those errors.   |                 |                            |
| 7. | Client Site Status/Roundtable   | <b>(20 min)</b> | DISCUSSION/<br>INFORMATION |
|    | Client members will be asked to share any "Hot Topic" Issues with the new TDM System.         |                 |                            |
| 8. | Other Business/Upcoming Agenda Items  | <b>(5 min)</b>  |                            |
|    | This is an opportunity for Subcommittee members to request agenda items for the next meeting. |                 |                            |

**The next meeting of the Commuter Operations Center Subcommittee will be held on September 16, 2008 from 2 p.m. to 4 p.m.**

**The Commuter Connections Ridematching Committee will meet on the following dates in 2008:**

<b>Tuesday, September 16, 2008</b>	<b>2:00 pm – 4:00 pm*</b>
<b>Tuesday, December 16, 2008</b>	<b>10:00 am – 12:00 pm</b>

\*note change in time