



EMPLOYER OUTREACH COMMITTEE

Tuesday, January 15, 2008
10 a.m. to 12 noon

Metropolitan Washington Council of Governments
777 North Capitol Street, NE
Third Floor, COG Board Room

Chairperson: Mark Sofman 301/565-7378
Vice Chairperson: Justin Schor 202/680-4513
Staff Contact: Mark Hersey 202/962-3383

MEETING NOTICE AND AGENDA

1. Introductions (5 minutes)
2. Review of 10/16/07 Meeting Notes (5 minutes)
3. Final Conformity Report for First Quarter FY2008 (5 minutes)
Draft Conformity Report for Second Quarter FY2008
4. TDM Software System (15 minutes)
Staff and the consultant for the regional TDM Software System will outline the features of the Employer Outreach module that is currently underdevelopment.
5. Upcoming Training Sessions (10 minutes)
Sales, presentation skills, and Sales management sessions Will be presented to the committee.
6. ACT! Database and Data Procedures Update (30 minutes)
The Committee will be updated on the ACT! Database upgrade As well as recent training held.
7. Telework Update (5 minutes)
Staff will present information on Telework activities
8. Live Near Your Work Update (5 minutes)
Updates on recent or upcoming LNYW events and outreach efforts
9. TERM Analysis and Discussion (10 minutes)
The committee will be updated on the TERM analysis and Reports as well as database clean-up and preparation.
10. Employer Portfolio Use (10 minutes)

NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD, 777 NORTH CAPITOL STREET, N.E., SUITE 300, WASHINGTON, DC 20002-4239

THE COMMUTER INFORMATION SOURCE FOR MARYLAND, VIRGINIA AND THE DISTRICT OF COLUMBIA

Staff will be reviewing information for the committee on use of the
New outreach portfolios

11. Employer Outreach Roundtable (15 minutes)

Group members can share challenges and successes they
encountered in recent TDM outreach activities.

12. Other Business (5 minutes)

***The next Employer Outreach Committee meeting is scheduled for April 15, 2008 at 10
a.m.***