



**Commuter Connections Subcommittee
Meeting Minutes**

Tuesday, July 17, 2012

Chairperson: Lorraine Taylor, (WMATA) Washington D.C.

Vice Chairperson: Sam Oji, Montgomery County

Staff Contact: Nicholas Ramfos (202) 962-3313

Item #1 Introductions

The Subcommittee members were asked to introduce themselves and to sign the attendance sheet

Lorraine Taylor, called the meeting to order by introducing herself and asking the rest of the attendees to do so.

Item #2 May 15, 2012

Approval was sought for the May 15, 2012 Commuter Connections Meeting Minutes.

There was a motion and a second to approve the minutes of the meeting as written.

Item #3 Vice Chair Nominating Committee

Lorraine Taylor, WMATA, announced the Vice Chair Nominating Committee for Subcommittee approval.

Ms. Taylor announced the Vice Chair Nominating Committee which includes herself, Vice Chair Sam Oji and former chair Gabe Ortiz. Mr. Oji will be the new Subcommittee Chair beginning in September and the Nominating Committee will recommend a new vice chair for the Subcommittee for approval at the September Subcommittee meeting. The Subcommittee approved the Vice Chair Nominating Committee. Nicholas Ramfos stated that a conference call meeting would be held in August with the committee to discuss the potential candidates.

Item #4 Complete Streets Policy Briefing

Michael Farrell, COG/TPB Staff, briefed the Subcommittee on the Complete Streets Policy.

Michael Farrell, briefed the Subcommittee on the recently TPB-approved regional Complete Streets Policy. Complete Streets are designed, built, and operated to enable safe and adequate access for all users, including pedestrians, bicyclists, motorists, and transit riders of diverse ages and abilities. The National Complete Streets Coalition (completestreets.org) has been promoting the Complete Streets concept since 2005. The State policies in the Washington metropolitan

region consist of a DDOT Complete Streets Policy (2010), VDOT: "Policy for Bicycle and Pedestrian Accommodation" (2004), and MDOT: "Strives" to provide facilities wherever possible. Most of our jurisdictions and agencies either have adopted, or are considering adopting some form of Complete Streets policy. Agencies such as Frederick County which have not adopted a "Complete Streets" policy have still moved towards significantly more pedestrian and bicycle friendly policies. On June 15th, 2011 the TPB's Citizens Advisory Committee requested that the TPB Develop and Approve a Regional Policy on Complete Streets and the TPB Chair and Vice-Chair suggested that TPB staff and relevant Subcommittees develop a proposal. Following the TPB approval there will be a survey for TPB members, to update the bicycle and pedestrian project database, as well as a training session. Within two years there will be a track implementation of TPB member Complete Streets Policies in the Transportation Improvement Program and a regional information clearinghouse will be implemented.

Item #5 Congestion Management Process (CMP) Draft Technical Report Briefing
Mr. Andrew Meese and Wenjing Pu, COG/TPB staff, briefed the Subcommittee on the CMP.

Mr. Meese briefed the Subcommittee on the 2012 Congestion Management Process (CMP) Technical Report. A Congestion Management Process (CMP) is a requirement in metropolitan transportation planning. SAFETEA-LU and associated 2007 Federal regulations for metropolitan planning address CMP requirements. The TPB Technical Committee has responsibility for technical oversight of the CMP Technical Report, advised by a number of TPB subcommittees including the Commuter Connections Subcommittee (regarding demand management programs). The CMP report also documents evaluation assessments by the Commuter Connections program. Commuter Connections is critical for addressing the federal CMP requirements regarding demand management, implementing strategies and evaluating the impact of strategies. Individual highway expansion projects can reference the already existing Commuter Connections programs rather than having to create new programs to satisfy CMP requirements.

Mr. Pu briefed the committee on the technical information of the report. The CMP compiles information from a wide range of metropolitan transportation planning activities, and provides some additional analysis, particularly information from the I-95 Corridor Coalition Vehicle Probe Project/INRIX database. . The National Capital Region possesses a multimodal and diverse transit system, including Metrorail, commuter rail and a variety of bus operations. Congestion on the transit system is always one of the concerns of the CMP. The CMP has been playing an important role in documenting strategies, including those in association with capacity-expanding projects, as well as those that combat congestion or mitigate the impact of congestion. The CLRP and TPB member agencies have pursued many alternatives to capacity increases, with considerations of these strategies documented in the CMP.

The Commuter Connections program remains the centerpiece to assist and encourage people in the Washington region to use alternatives to the single-occupant automobile. The transit system in the Washington region serves as a major alternative to driving alone and transit mode share is among the highest in the country

Item #6 Clean Air Partners Update
Sam Oji, Montgomery County Commuter Services, updated the Subcommittee on

recent and upcoming Clean Air Partners activities.

Mr. Oji briefed Subcommittee on the recent and upcoming Clean Air Partners activities. Clean Air Partners has been, promoting air quality awareness and smart, sustainable solutions at regional events and fairs. The events included Fort Meade Earth Day Event (April 17th), Oracle Transportation and Benefits Fair (April 18th, Bike to Work Day (May 18th), Maryland Green Registry Awards (June 5th), Aerospace Transportation and Benefits Fair (June 6th), Cabot Community Tour (June 11th), and BWI Business Partnership Breakfast (June 14th). In conjunction with the Maryland Green Registry, Clean Air Partners challenged Maryland based businesses to develop viable action plans (future or current) to reduce employee commuting miles in the year ahead. Winners were selected based on the percentage and actual decrease through the plans provided. Clean Air Partners approved a Media Campaign which began on July 16th. The campaign will run for two weeks and is focused in DC and Baltimore with a target audience of adults 25-64 yrs. The goal of the campaign is to increase AirAlert sign-ups and greater awareness for air quality in the region.

Item #7 2012 Employer Recognition Awards Update

Douglas Franklin, COG/TPB staff, briefed the Subcommittee on the.

Mr. Franklin briefed the Subcommittee on the 15th Annual 2012 Employer Recognition Awards program which was held on June 26th and distributed the program booklets to Subcommittee meeting participants. The three award winners were the CoStar Group for Incentives, Wells Fargo for Marketing and Booze Allen Hamilton for Telework.

Item #8 Regional TDM Evaluation Project Update

Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the status of the upcoming activities for the TDM Evaluation Project.

Mr. Ramfos, briefed the Subcommittee on the background of the new data collection period; from July 2012 through June 2014. COG/TPB staff will be updating the TDM Evaluation project's framework methodology, conducting the 2013 State of Commute (SOC) Survey and the GRH program Applicant Surveys for both the Washington and Baltimore metropolitan regions. The purpose of the Framework Methodology document is to have a blueprint for how Transportation Emission Reduction Measure (TERM) data is collected and analyzed based on the latest state of the art practice. A draft report will be introduced at the end of the year for comments and the report will be finalized and issued by June 2013.

Mr. Ramfos then explained that the purpose of the 2013 State of Commute Report is to obtain data on travel behavior and attitudes of commuters in the Washington metropolitan region to assess effectiveness of Commuter Connections programs. A pretest will go out early January 2013 and the survey will be conducted between January and April 2013 survey. The purpose of the Guaranteed Ride Home Applicant Survey is to obtain data on mode shift and travel behavior of GRH Applicants in the Washington and Baltimore Non-Attainment areas. There will be two surveys that we will be conducting for the GRH program. One will be in Washington non-attainment region and the second survey will be in the Baltimore non-attainment region. A draft

report will be prepared by June of 2013. Results from the data collection and analysis from the surveys are used in the regional air quality conformity determination.

Item #9 Car Free Day Event Update

Douglas Franklin, COG/TPB staff, briefed the Subcommittee on the status of the status of the Regional Car Free Day event that will be held on September 22nd.

Mr. Franklin briefed the Subcommittee on the upcoming Car Free Day Event which will be held on Saturday, September 22nd. Car Free Day started in Europe in the mid-1990's as part of Europe's mobility week and went global in 2000. This is Commuter Connections fifth year promoting this event. Motorists will be encouraged to give up their cars for a day or to go car-lite. The goal is to reach 10,000 pledges for participation in the event.

Item #10 4th Quarter CCWP Budget Report

Barbara Brennan COG/DTP staff, briefed the Subcommittee on the 4th Quarter Budget Report.

Ms. Brennan Barbara Brennan, discussed the 4th Quarter Budget Report and asked if there were any questions or comments. The report is in draft format and will be finalized in September. The final report will be presented to the Subcommittee at the September meeting.

Item #11 Other Business/Set Agenda for Next Meeting

Subcommittee members are encouraged to contact Nicholas Ramfos with any particular agenda items they may be interested in seeing on the next agenda.

The next meeting of the Commuter Connections Subcommittee will be held on Tuesday, September 18, 2012 at 12 noon.