



EMPLOYER OUTREACH COMMITTEE MEETING

Meeting Notes from the July 21, 2015 meeting

AGENDA ITEM 1 - INTRODUCTIONS

The meeting began with self-introductions of those in attendance. (See attached list)

AGENDA ITEM 2 – REVIEW OF PREVIOUS MEETING (4/20/15) NOTES

The committee reviewed and approved the meeting notes as written.

AGENDA ITEM 3 – THIRD QUARTER AND FOURTH QUARTER OF FY 2015 CONFORMITY VERIFICATION STATEMENTS

Mark Hersey, COG/TPB staff, distributed and reviewed the final third quarter FY 2015 and the draft fourth quarter FY 2015 conformity verification statements.

AGENDA ITEM 4 – EMPLOYER CASE STUDIES

Mark Hersey, COG/TPB staff updated the committee on the employer case studies. Three case studies were presented to the group, Mitre, SMECO, and Patton, Boggs LLP. There are three potential employers for the current fiscal year. Mr. Hersey stated that the case studies from FY2015 were posted to the Commuter Connections web site and that sales representatives should feel free to refer to the case studies when meeting with similar types of employers during sales call meetings.

AGENDA ITEM 5 – TRAINING UPDATE AND REVIEW

Mark Hersey, COG/TPB staff, informed the Committee of the upcoming training sessions planned for the fiscal year. They are as follows:

September 2015 – Survey Training
December 2015 – Persuasive Presentation
March 2016 – Bike/Pedestrian Training for Employers
June 2016 – Meeting Management

The sessions were determined by a survey of the representatives. Two of the sessions will be full day sessions.

AGENDA ITEM 6 – WORK SITE ELECTRIC CAR CHARGING STATIONS AND TERM EVALUATION

Nicholas Ramfos, COG/TPB staff, gave the committee information on the considerations towards adding electric car charging stations at employer sites for the TERM evaluation. Some of the factors in the analysis rely on:

1. What is the type of charging station?

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2. How long to charge a vehicle?
3. What is the process of usage?
4. How many employees are using the stations?
5. Travel patterns of employees
6. Overall emission reductions

The preliminary observation is that a charging station would fall under a Level 1 designation. The committee members were asked if there were stations in their respective jurisdictions. George Clark of Tri-County Council for Southern Maryland related information that two MTA stations are available in Dunkirk and Waldorf as well as at SMECO. Judy Galen of Loudoun County mentioned that Raytheon has a charging station at their Loudoun campus. Frederick County has two employer sites that are working on installing stations. The committee was asked to find out how many stations are in their respective jurisdictions and how data is being collected to evaluate the use of the stations. Comments and information for consideration should be submitted by the end of August. Information gleaned can help assist with establishing a baseline of data.

AGENDA ITEM 7 – TELEWORK!VA PROGRAM UPDATE

Robin Mack, Director, Telework Technical Assistance with **Telework!VA** updated the committee on Virginia's re-release of the program. The program is a partnership between VDOT and VDRPT that is geared towards Northern Virginia employers. The program is designed to help employers understand telework as a business management and operations model and develop policies for employers/employees. Two surveys, one prior to the program launch and one after the launch will gauge the program's effectiveness and efficacy for the employer. The telework tax credit is up to \$50,000 per employer per calendar year. The telework agreement (TEL 1) must be completed by October 1st of this year and a signed agreement by January 2017. The second form (TEL 2) must be submitted by April 1 of the following year that the eligible expenses were incurred. Fatemeh Allahdoust of VDOT mentioned that the idea is to tie this program with the Megaprojects efforts for a possible extra source of funding. The Virginia Employer Outreach sales representatives should submit their leads to Robin.

AGENDA ITEM 8 – WALKWISE UPDATE

Mark Hersey of COG/TPB staff updated the committee on the progress of the WALKWISE effort. A presentation is being developed by COG/TPB staff under the Employer Outreach for Bicycling part of the Commuter Connections program. Included with the presentation is information on bicycle safety as well as pedestrian safety. The presentation should be available for use in the early Fall. The presentation is adjustable for each jurisdiction since pedestrian and bicycle safety guidelines vary jurisdiction by jurisdiction.

AGENDA ITEM 9 –EMPLOYER OUTREACH ROUNDTABLE

Nicholas Ramfos, Director Commute Programs informed the committee of the upcoming Car Free Day on September 22nd. The next meeting is to be held on September 9th. There will be a change to the type of pledge outlined by teams. Team telework, team bicycle, team walk, team carpool, and, team transit. The Transportation Planning Board will be issuing a proclamation at their next meeting recognizing Car Free Day as a regional event.

The LEED brochure and Carbon Footprint brochures have been updated and are available for order. All orders should be made through the Commuter Connections website request form.

Jim Larsen of the Dulles Area Transportation Association (DATA) mentioned that he is asking that the E3 Calculator be included with the proffer system in Fairfax County. On May 8th DATA held a Northern Virginia Transportation Commission (NVTC) sponsored event "Transit Means Business" which was well attended.

Fatemeh Allahdoust of VDOT informed the committee that NVTC is responsible for the I-66 HOV-3 inside the beltway initiative and the continuation of HOV-2 will continue until construction is completed.

Pinky Advani of Arlington Transportation Partners updated the committee on the Champions program. It has expanded to schools in its recognition program.

Judy Galen of Loudoun County gave information on the new park-n-ride lot at the Dulles Town Center and about an event on August 17th at Dulles South/Eastgate promoting vanpools and busses to Tyson's rail station instead of driving alone.

Holly Morello of PRTC informed the committee on their new employer outreach representative for Prince William County. Hayley Peek of UrbanTrans will be the new representative. Prince William is also looking into having an employer recognition program.

Adrienne Moretz of TransIT Frederick County related that they are in the process of hiring a new contractor for employer outreach for the county.

AGENDA ITEM 11 – OTHER BUSINESS

The next Employer Outreach Committee meeting is scheduled for October 20th, 2015.