



**Commuter Connections Subcommittee  
Meeting Minutes**

**Tuesday, May 18, 2010**

**Chairperson: Willie Epps, Prince George's County Department of Public  
Works & Transportation**

**Vice Chairperson: Gabriel Ortiz, City of Alexandria**

**Staff Contact: Nicholas Ramfos (202) 962-3313**

**Item #1 Introductions**

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

*Standing Chair (sitting in for Mr. Epps), Samuel Carter called the meeting to order by introducing himself and asking the rest of the attendees to do so (See attached attendance sheet).*

An appreciation certificate was presented to Debra Adams of Maryland Transit Administration who is retiring. Nicholas Ramfos of COG TPB Staff, Mark Sofman of Montgomery County Commuter Services, Mirza Donegan of North Bethesda, Anna McLaughlin of DDOT, Fatemeh Allahdoust of VDOT, Keith Bounds of MDOT and Ron Kirby of COG/DTP Staff spoke and gave remarks regarding their appreciation for Ms. Adams and her work.

**Item #2 Minutes of March 16, 2010**

*Approval was sought for the March 16, 2010 Commuter Connections Meeting Minutes.*

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

**Item #3 Commuter Connections Draft TERM Evaluation Framework  
Methodology Document**

*Nicholas Ramfos, COG TPB staff, briefed the Subcommittee on substantive changes.*

Mr. Ramfos discussed the changes made to the Draft TERM Evaluation Framework document, that was released at the January 19<sup>th</sup> meeting with a comment period that was extended until February 19<sup>th</sup>. A new comment period was established for April 9<sup>th</sup>. Mr. Ramfos discussed the language added in section 1; there were a few inconsistencies within the document that had various numbers for the official Transportation Emission Reduction Measures (TERMs). Those numbers have all been updated and now reflect that there are *five* official terms. Changes were made to pages 6, 17-19, 24, 38, and Roman Numeral VI.

There was an endorsement for release of the document. Mr. Ramfos stated that the final document would be released to the TDM Evaluation Group and to the Subcommittee by being

posted on the Publications section of the Commuter Connections web site. Those interested in receiving a hard copy of the final document will receive it by request.

**Item #4      Briefing on the Draft 2010 Congestion Management Process (CMP) Technical Report.**

*Andrew Meese and Wenjing Pu, COG/TPB Staff, briefed the Subcommittee on the Draft 2010 Congestion Management Process (CMP Technical Report).*

Mr. Meese and Mr. Pu made a presentation on the Draft 2010 CMP Technical Report. The 2010 Report is an updated version of the 2008 CMP Technical Report, with significant updates and additions. Most notably, the 2010 report utilizes 18 months (July 2008 through December 2009) of INRIX data, quantifies congestion by Travel Time Index and Mile-Hours of Congestion, and analyzes travel time reliability for the first time in the CMP using Planning Time Index and Buffer Time Index. There is a much expanded Executive Summary versus the 2008 Report with 14 pages. Key findings and recommendations are also drawn out at the end of Executive Summary and the end of report. Participants were asked to provide any comments on the draft report by May 28.

**Item #5      Briefing on Changes in Daily Travel Patterns Based on the Results of the 1994 and 2007/2008 Regional Household Travel Surveys.**

*Mr. Griffiths COG/TPB Staff, briefed the subcommittee on Changes in Daily Travel Patterns Based on the Results of the 1994 and 2007/2008 Regional Household Travel Surveys*

Mr. Griffiths gave a presentation on the Regional Household Survey. One of the major interests is when, where, how and why people travel. A major effort after data has been collected and processed is an update on travel demand models; how many people use transit based on services that have been processed in the composition of the households. The uses of the survey includes the description of existing travel patterns, a travel trend analysis and a development of predictive travel demand forecasting models. The Washington Regional Household Travel Study was conducted in 1968, 1988, 1994 and 2007/2008. Data Items collected include; household characteristics, characteristics of individual household members, vehicles used by household members, information on daily trips and activities, and geocoding of trip origins and destinations.

**Item #6      Guaranteed Ride Home Program Expansion**

*Mr. Nicholas Ramfos COG TPB Staff, discussed the expansion of the Guaranteed Ride Home program to the Baltimore region.*

Mr. Ramfos discussed the proposal to the Maryland Transit Administration (MTA) to expand the Commuter Connections Guaranteed Ride Home Program (GRH) to the Baltimore Region. St. Mary's County was also included in the expansion proposal. The Baltimore regional GRH program

will be similar to the Washington metropolitan region's GRH program in offering a free ride home to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. The program will be able to demonstrate both transportation and emission impacts that could be used as part of the Baltimore region's air quality conformity process. Evaluation results have shown that GRH is a useful service and may have an influence on commute mode decisions; in which there were 2,370 daily trips that were reduced. A FY 2011 Commuter Connections Work Program amendment will be presented by MDOT at the TPB Steering Committee on June 4<sup>th</sup>. If approved, the amendment will then be presented to the TPB I on June 16<sup>th</sup>. After TPB approval, the project will be launched on July 1<sup>st</sup>.

**Item #7 Car Free Day Event Update**

*Mr. Douglas COG/TPB Staff briefed the Subcommittee on the upcoming Car Free Day Event scheduled for September 22<sup>nd</sup>.*

Mr. Douglas briefed the committee on the upcoming Car Free Day (CFD) event, scheduled for Wednesday, September 22<sup>nd</sup>. Mr. Franklin discussed the history of CFD. This event originally started in Europe in the 1990's and world wide in the year 2000. In the year 2007, it was introduced to the District by Council Member Tommy Wells. In 2008 Mr. Wells asked if COG could help make this a region wide event. The event celebrates alternative to car dependence, car/van pool, bicycling, telework etc. For the year 2009 we had a 14% participation increase from 2008. For the year 2010 we have a goal of 10,000 pledges.

**Item #8 Pool Rewards Update**

*Stephen Finafrock COG TPB staff updated the Subcommittee on the status of the 'Pool Rewards demonstration project.*

Mr. Finafrock discussed the Pool Rewards Project that was expanded on March 11, 2010. Commuter Connections expanded its pilot program to all corridors in the region to encourage commuters in the Washington D.C. region to form new carpools in exchange for cash payouts. Commuters may qualify for a \$1 each way incentive for carpooling during the 'Pool Rewards pilot program. Commuter Connections, a regional transportation network coordinated by the National Capital Region Transportation Planning Board at the Metropolitan Washington Council of Governments (COG), is conducting the pilot program as part of its ongoing efforts to improve traffic flow, decrease air pollution and promote long-term changes in commuting behavior. Results from the demonstration project will be prepared and will be presented to the state funding agencies for further review and determination as to whether or not the program should be extended during FY 2011.

**Item #9 2010 Employer Recognition Awards**

*Douglas Franklin, COG TPB staff briefed the Subcommittee on the 2010 Employer Recognition Awards Event.*

Mr. Franklin discussed the nomination period for the awards and selection process for the 2010 Employer Recognition Awards program occurred between February and March. The Awards Ceremony will be held on June 23<sup>rd</sup> at the National Press Club and the Mater of Ceremonies will be DC Councilmember and 2<sup>nd</sup> Vice Chair of the TPP, Muriel Bowser. Invitations to the event will be going out towards the end of the month.

**Item #10      3<sup>rd</sup> Quarter Budget Report**

*Towanna Hinton, COG/TPB Staff, distributed and discussed the Commuter Connections 3<sup>rd</sup> quarter budget report.*

A copy of the 3<sup>rd</sup> quarter Commuter Connections budget report was distributed to the Subcommittee. Ms. Hinton reviewed the report and went over the Commitments and Expenditures for FY 10 (January 1 - March 31, 2010) and asked if there were any questions or comments.

**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, July 20, 2010 at 12 noon.**