



**Commuter Connections Subcommittee
Meeting Minutes**

Tuesday, November 20, 2012

**Chairperson: Sam Oji, Montgomery County
Vice Chairperson: Holly Morello, PRTC
Staff Contact: Nicholas Ramfos (202) 962-3313**

Item #1 Introductions

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

Sam Oji, called the meeting to order by introducing himself and asking the rest of the attendees to do so.

Item #2 September 18, 2012

Approval was sought for the September 18, 2012 Commuter Connections Meeting Minutes.

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

Item #3 FY 2012 Bike to Work Day Event Draft Report

Mark Hersey, COG/TPB staff, briefed the Subcommittee on the draft Bike to Work Day 2012 event report.

Mark Hersey presented the final draft of the Bike to Work day 2012 report. The draft report was presented to the Subcommittee on September 18, 2012. A comment period deadline of October 19, 2012 was established. The final draft report was presented to the Bike to Work Day Steering Committee on November 14, 2012. Highlights from the report were given on the sponsors section, background, pit stop recaps, and media coverage. The event continues to draw larger numbers each year and with Commuter Connections involvement with help from WABA and the network members, over 15,000 people registered for the event.

The Subcommittee endorsed the draft FY 2012 Bike to Work Day event report for release. The report will be finalized and placed on the Commuter Connections' web site publication page for review and downloading.

Item #4 Metrorail Station Access Alternatives Study

Matthew Zych, WMATA, briefed the Subcommittee on the results of a recently conducted Metrorail Access Alternatives Study.

Mr. Zych gave a presentation on Metrorail Station Access Alternatives Study. The key points of discussion were, preferred carpool spaces and discounts at Metrorail stations, partnerships on dynamic ridesharing, and coordination on shuttle policy, including TDM measures. The Rail Ridership is expected to grow to 1,000,000+ per weekday in 2040, an increase from 250,000 to 350,000 in AM Peak. The Study explored ways to meet the increased demand in a cost-effective way while preserving station footprint for joint development and to seek jurisdictional input on project findings and recommendations. The Study methodology identifies scenarios to meet future access demand using five case study stations; Fort Totten, Huntington, Naylor Road, Shady Grove and Vienna. The base case assumes Park & Ride demand will grow until capacity is reached. Test scenarios in benefit/cost analysis were conducted against the base case. Benefits accrued from travel time savings/ VMT avoided and costs were derived from current capital/operation costs for similar projects. The next steps will be to incorporate project findings into strategic planning efforts for the region, continue existing pilot projects and explore new ones like dynamic ridesharing and to develop policies to support shuttle management.

Item #5 MAP-21 Requirements for Performance Based Planning and Programming

Ron Kirby, COG/TPB staff, briefed the Subcommittee on MAP-21 requirements for MPO's and DOT's to establish and use a performance-based approach to transportation decision making to support seven national goals.

Mr. Kirby explained that the newly adopted MAP-21 transportation legislation calls for MPOs and DOTs to establish and use a performance-based approach to transportation decision making to support seven national goals. It calls for MPOs to establish performance targets and for USDOT to establish performance measures related to seven national goals for transportation. A copy of portions of the relevant text from the legislation was distributed and the Committee was briefed on the specifics of the national goals, and how the performance-based approach using performance measures and targets will affect the MPO planning process, the Transportation Improvement Program (TIP) and the long range plan. Mr. Kirby stated that the focus is on safety and the condition and operations of the transportation system and not particularly on long range investments. He also commented on the status of USDOT activities to establish measures. Mr. Kirby said that after the USDOT sets a number of specified performance measures for the interstate and National Highway Systems the states will have one year to establish the relevant performance targets.

Item #6 Briefing on application to the Federal Transit Administration (FTA) to implement Web-based transportation option information for access to the National Parks in the Washington Region.

Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on a Commuter Connections proposal submitted to the FTA on September 28, 2012 under the Paul S. Sarbanes Transit in Park Program.

Mr. Ramfos discussed the FTA project proposal, which is to provide a one-stop seamless Web site and responsive web design for smart phones that will link to transportation option information; to access the national parks in the Washington region. The project will also provide information to three distinct target markets (visitors, underserved residents of the region, and those interested in active transportation) to allow for alternative transportation access to the National Parks. It would

also alleviate traffic congestion in and around National Parks through the promotion of alternative modes. The information on the web site will include transit, bicycling, pedestrian, and ridesharing options. COG/TPB staff will coordinate the project's effort with the National Park Service and collaborate on obtaining existing GIS bicycle and pedestrian data related to access in and around National Parks in the region, and concessionaire information on park transit providers. Prospective grantees will be notified sometime in December regarding the status of the application.

Item #7 Pool Rewards FY 2012 Program Results

Stephen Finafrock, COG/TPB staff, briefed the Subcommittee on the survey results from the Commuter Connections 'Pool Rewards program from FY 2012.

Mr. Finafrock gave an update on the FY 2012 'Pool Rewards Survey and went over each survey question and the corresponding results. One of the survey questions was "How would you rate the ease of using the on-line 'Pool Rewards' tracking system to enter in your daily carpool status?" About 81% rated the 'Pool Rewards tracking system either above average or excellent. 89% of individuals spent between \$51 and \$250 each month on their monthly carpooling costs during their participation in the 'Pool Rewards program, which include (gasoline, daily tolls, and parking). 88% of the participants drive between 5,000 to 25,000 miles annually with their primary vehicle. One of the last survey questions asked were 'Do you plan to continue carpooling after participating in the 'Pool Rewards program?', and "Do you plan to continue carpooling with the same individual(s) in your current carpool?" Both replies were 100% yes. As of FY 2012, the 'Pool Rewards participation is as follows 236 total carpools, 400 carpoolers have participated, 82 applicants need partners, 293 applicants weren't accepted, 96 carpoolers have been paid, 26 additional participants are eligible for rewards, 49 carpoolers did not complete the program and the program goal equaled 1,000 participants.

Item #8 Car Free Day Event Update

Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the regional Car Free Day event results which was held on September 22, 2012.

Mr. Ramfos briefed the Subcommittee on CFD that was held on Saturday Sept 22nd. This was part of a world-wide event and we asked people to pledge to go car free or light. There were approximately 7,000 pledges this year, which was a decrease in pledges from last year mainly due to the event date falling on a Saturday. There were a few street closures in DC, Arlington and Montgomery County, as well as in Southern Maryland as part of the event. The goal for 2013 is to expand Car Free Day for a three day period, Friday through-Sunday given that the event date will fall on a Sunday and that participation rates would more than likely slip even further.

Item #9 FY 2014 Work Program Development and Commuter Connections Strategic Plan

Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the draft FY 2014 Commuter Connections Work Program (CCWP) and reviewed the highlights of the program. The

Commuter Connections Strategic Plan was also reviewed and a comment period was established for both documents.

Mr. Ramfos briefed the Subcommittee on the Commuter Connections Strategic Plan and the FY 2014 CCWP. There were a few substantive changes made to the Strategic Plan. The National Navy Medical Center in Bethesda (NNMC) is no longer part of the Commuter Connections network system. Mr. Ramfos stated that any edits and/or comments on the draft document are due by December 7th.

Next, Mr. Ramfos gave a presentation on the draft FY 2014 CCWP and reviewed the highlights of the program projects. Mr. Ramfos discussed the geographic areas serviced by Commuter Connections and went over the benchmarking TDM--Census rankings for carpools. The Washington DC region ranks third amongst all major urban Metropolitan Statistical areas in the country for carpooling and transit use. Commuter Connections constitutes the major demand management component of the region's congestion management process and also provides transportation emission reduction measure (TERM) benefits for inclusion in the air quality conformity determination approved by the TPB. The FY 2014 CCWP will mark Commuter Connections 40th year anniversary and language to this effect is included in the Mass Marketing program. The FY 2014 Monitoring and Evaluation program will include the Employer Outreach database analysis, Employer Telework Data Collection (MD), 2014 draft TERM Analysis Report and the Employer Customer Satisfaction Survey and Report.

The next steps on the document will be that the state funding agencies will approve the document during its January meeting and the Subcommittee will be asked to endorse the document for release in January. The TPB will receive the draft of the FY 2014 CCWP at its February meeting and will release the CCWP for public comment and will be asked to approve it, at its March meeting. The TPB Technical Committee will also be briefed on the document in February and March. TIP adjustments, if any, will be made and funding commitments secured by June and the program begins July 1.

A comment period of December 7th was established.

Item #10 Budget Report, Quarterly Progress Report

Barbara Brennan COG/DTP staff, briefed the Subcommittee on the Budget Report and Quarterly Progress Report.

Ms. Brennan discussed the 1st Quarter FY 2012 CCWP budget report as well as the 1st quarter CCWP Progress Report and the commitment and expenditures for COG FY 2013, July 1, 2012–September 30, 2012 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, January 15, 2013 at 12 noon.