



EMPLOYER OUTREACH COMMITTEE

Tuesday, October 16, 2007
10 a.m. to 12 noon

Metropolitan Washington Council of Governments
777 North Capitol Street, NE
First Floor, Training Center

Chairperson: Katie Sihler 703/247-9290
Vice Chairperson: Mark Sofman 301/565-7378
Staff Contact: Mark Hersey 202/962-3383

MEETING NOTICE AND AGENDA

1. Introductions (5 minutes)
2. Review of 07/17/07 Meeting Notes (5 minutes)
3. Final Conformity Report for FY2007 and First Quarter FY2007 Draft Conformity Report (5 minutes)
4. Installation of New Chairperson and Vice Chairperson (5 minutes)
5. Sales Support Calls and Upcoming Training Sessions (10 minutes)
The committee will be presented with training options for ACT! Sales, and presentation skills as well as the 2nd Quarter sales support calls.
6. ACT! Database and Data Procedures Update (30 minutes)
The Committee will be updated on the final phase of the ACT! Database upgrade.
7. Telework Update (5 minutes)
Staff will present information on Telework activities
8. Live Near Your Work Update (5 minutes)
Updates on recent LNYW events and outreach efforts will be Presented to the Committee.
9. TERM Analysis and Discussion (10 minutes)
The committee will be updated on the upcoming TERM analysis and Reports.
10. Employer Portfolio Packets (10 minutes)
Douglas Franklin will present the new portfolios for the committee
11. Employer Outreach Roundtable (25 minutes)
Group members can share challenges and successes they encountered in recent TDM outreach activities.

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

12. Other Business

(5 minutes)

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