

MEETING MINUTES

COMMUTER CONNECTIONS RIDEMATCHING COMMITTEE

Tuesday, September 16, 2008

2:00 p.m. - 4:00 p.m.

Metropolitan Washington Council of Governments

777 North Capitol Street, N.E.

COG Board Room, Third Floor

Chairperson: Kevin Thornton, Prince Georges County

Vice Chairperson: Diana Utz, GW RideConnect

1. Introductions

See attendance sheet.

Diana Utz announced that Mr. Thornton was unable to attend today's meeting, however, a plaque thanking Mr. Thornton for his service as the Chair of the Ridematching Committee for the past year was read by Ms. Utz and would be sent to his attention.

2. Minutes of the June 17, 2008 Meeting

Minutes were approved.

3. Upcoming Fairs and Promotions

Dottie Dalphon from Frederick County is putting together a press release for Car Free Day and an email blast to employers to encourage their employees to participate. Frederick County will be offering free transit service on Car Free Day.

Donna Norfleet from the City of Alexandria discussed offering 4 SmartTrip cards valued at \$50 and a gift certificate to a bicycle shop in support of Car Free Day. A transportation work shop to educate about basics to transportation alternatives and the Local Motion Bicycle Ambassadors recognition ceremony will be held.

Glenn Hiner from Fairfax County discussed outreach events related to HOT lanes and the Try Transit efforts in the county.

Lillian Bunton from Baltimore Metropolitan Council discussed the fall advertising campaign and the recently completed interactive Park & Ride map.

Danielle Milo of Bethesda Transportation discussed their Car Free Day event at the Bethesda Metro station, the Walk and Ride Campaign, and their presence at Taste of Bethesda.

Terry Snead of Rappahannock-Rapidan Regional Commission discussed their attendance at a fair for a local employer with 1200 employees.

Darlene Nader of North Bethesda discussed their Car Free Day event at the White Flint Metro station, the release of their online newsletter, and a promotion at Marriott Headquarters.

Heather McColl from ARTMA discussed their advertising campaign (local papers and television spots), a senior center transportation promotion event, an interview about carpooling for Family Radio, and the Ride for Shelter event.

Traci McPhail from Baltimore City discussed the Southeast TMA kickoff meeting, their marketing campaign (radio, newspaper, television), and vanpool promotion efforts.

Pat Fielder from Harford County discussed their participation in APG mandatory newcomer sessions, a commuter survey for Harford County Government employees, a Harford Community College transportation fair, and their radio marketing campaign.

Diana Utz of GWRideConnect discussed the self-insurance policy for vanpools (advantagepool.org).

Dallen Hall of Montgomery County discussed their Car Free Day events at three Metro stations and announced the move and name change of their Commuter Express store (now called TRiPS).

Robin Briscoe of Tri-County Council discussed their breakfast and learn event as well as a transportation fair at Smartronix.

Chris Arabia of DRPT discussed their Try Transit event.

Vonnie Reynolds of Northern Neck discussed the work force shuttle bus implementation.

Clint Wade from PRTC discussed their participation in Car Free Day and Try Transit events and employer events at SDI and General Dynamics.

Joe Cox from NIH discussed their Car Free Day promotion (giving \$10 Metro Checks for NIH employees that sign up for Car Free Day) and efforts to promote transit and carpool usage at off-site NIH facilities.

Stephen Finafrock from COG discussed recent and upcoming transportation fairs at GSA, Car Free Day, Reagan National Airport, NOAA, Telework Exchange and CGI.

4. TDM Software System Project Update

COG will begin cleaning up the employer database table to remove duplicate employer records.

Several changes have been made to the Information Request pages including adding subset categories for MTA and MARC changes

Rideshare Coordinators (and general public users) will have to run a different search for each different origin/destination. A multiple origin/destination search is not possible.

Rideshare Coordinators should review all landmark and Park & Ride information and let COG staff know of any necessary changes.

COG is developing a purge procedure for CCRS commuters. The procedure will mimic the procedure from the old CCRS system.

5. Error Reporting Update

Error reporting is decreasing and ridematch quality is improving. All bugs should continue to be reported to the Support Box or Helpline.

Expanded search radii were requested (increase radius to 15, 20 and 25 miles)

6. Call For Data

All transit data should be sent to Ross. Geographic data is preferred but paper data will be accepted. Data is not required for jurisdictions within the WMATA Compact.

7. Client Site Status/Roundtable

Rideshare coordinators should bring applications to the upcoming training session.

8. Other Business/Upcoming Agenda Items

Rideshare Coordinators should be careful to assign the appropriate App Codes to their commuters so that their agency gets credit for assisting their commuters.

The next meeting of the Commuter Operations Center Subcommittee will be held on December 16, 2008 from 10:00 a.m. to 12:00 p.m.