



**COMMUTER CONNECTIONS SUBCOMMITTEE  
MEETING MINUTES**

**Tuesday, November 15, 2016**

**12 noon – 2:00 p.m.**

**Metropolitan Washington Council of Governments**

**777 North Capitol Street, N.E.**

**Third Floor, COG Board Room**

**Chairperson: Fatemeh Allahdoust/VDOT**

**Vice Chairperson: Janiece Timmons/WMATA**

**Staff Contact: Nicholas Ramfos 202/962-3313**

**Item #1 Introductions**

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

**Item #2 Minutes July 19, 2016**

*Approval was sought for the September 20, 2016 Commuter Connections Subcommittee Meeting Minutes.*

Approval of September 20, 2016 minutes was put forth on a motion by Mark Sofman, Montgomery County and seconded by Michelle Althoff, Enterprise Rideshare to approve the minutes of the meeting as written.

**Item #3 2016 Guaranteed Ride Home (GRH) Draft Survey Report for the Baltimore Region**

*Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the substantive changes made to the FY 2016 GRH Draft Survey Report for the Baltimore metropolitan region. The Subcommittee was briefed on the report highlights on September 20<sup>th</sup> and a comment was established for October 14th.*

Mr. Ramfos drew the Subcommittee's attention to the 2016 Guaranteed Ride Home (GRH) Draft Survey Report for the Baltimore Region, acknowledging that there were comments from Subcommittee members received and noted that he will briefly review the substantive changes made.

Mr. Ramfos then began to share and address comments that were made to the draft report. The first comment which was received was that the results reported in both the Baltimore/St. Mary's GRH report and the Retention Rate Survey were presented differently, in particular in the characteristics/demographics sections. To which Mr. Ramfos noted that the data shown for both of the surveys are presented similarly and there may have been slight formatting differences but for the most part everything is pretty much the same.

An additional comment highlighted was that, "It's not clear in the report how the 2,037 records in the program database are registrants for the Baltimore St. Mary's GRH program and the DC Maryland and Virginia program, there is an overlap in home in work locations." Mr. Ramfos

noted that when commuters register for GRH, COG/TPB staff assign them either to the Washington or Baltimore program, that is consistent with work locations at the time of registration. People do re-locate. He asserted that we have some percentages of people who say that they are working in VA or DC, and chances are that those people changed their work location. He continued in mentioning that about 98% of registrants worked in MD, which they are required to in order to qualify for the program and that it is possible that changes have been made to work locations, due to the fact that reregistration occurs on an annual basis.

A third general comment shared by Mr. Ramfos was a question asking, "when did the Baltimore St. Mary's GRH program begin," and that the report does not specify when. Mr. Ramfos noted page 1 of the report where it reads that the program was introduced in October of 2010.

An additional comment related to Pg. 10 of the report was a question asking "why can't the year first registered be known from the database and is it necessary to survey for the answer." Mr. Ramfos replied that the database contains the year of the most recent registration. For respondents who participated in GRH for more than one year this will show the date that they most recently re-registered rather than the date they first registered. He noted that we want to ask the participants when they believed they registered and in ways it can serve as a reminder for participants to re-register with a partial goal of gauging current registration status perception.

Most of the remaining questions were related to Appendix D in the back of the document and there were subtle changes including the corrections to typos and minor data related corrections. In Appendix D there were some questions regarding some data that had shown up in the tables that were not showing in the 2016 report, because some of those results were not statistically significant. The Appendix data is important to include because we want to show from year to year what trends exist and there may be some data seen in this report that were not in previous reports.

Mr. Ramfos concluded his presentation and opened the floor for questions.

Fatemeh Allahdoust/VDOT noted that the reversal in results for Length of Time in GRH from 2013 found in Appendix D of the report was an interesting finding in that the percentage of participants who were in the program for less than 1-year was the majority, and that in the 2016 report the majority of participants were with the program for more than 3 years, indicating significant retention, however, she inquired as to whether or not this was a positive trend.

Mr. Ramfos noted that the results were both positive and negative in that it reflects a decrease in new applicants however a positive retention rate.

Marina Budimir/DDOT then raised the question as to whether or not it is possible to identify the cause of registration stagnation.

Mr. Ramfos noted that Commuter Connections was not responsible for advertising and marketing the program in the Baltimore region and there are differences in the Baltimore region's transportation infrastructure in terms of transit access and transportation options which may play a significant role in registration interest by commuters. Commuter Connections will be taking a different approach this year in taking the lead on marketing the program in the Baltimore region which may influence registration data in subsequent reporting periods.

Marina Budimir/DDOT followed in suggesting that marketing enhancement efforts could potentially be more successful through greater collaboration with WMATA and the MTA.

Mr. Ramfos acknowledged that significant collaboration in GRH marketing efforts between the three entities has and continues to exist and that a great deal of effort is underway in advertising the program.

Marina Budimir/DDOT noted that perhaps the TDM coordinator in Maryland has the list of organizations and employers that can be reached out to, including in the food service and hospitality industries, to let employees in this demographic know about the program being that they could benefit from having access to a (GRH) considering that WMATA is cutting late night bus services, this could be a safety net.

Fatemeh Allahdoust/VDOT asked the Subcommittee for a motion to endorse the report for public release.

Kari Snyder/MDOT made the motion to which Holly Morello seconded.

Mr. Ramfos noted that the final report will be published and posted to the Commuter Connections web site in the next few weeks, if anyone wants a copy the report it will be available in hard copy upon request in the next month or so.

**Item #4 Transform 66 Transportation Management Plan**

*Bill Lecos, I-66 Project Team –TMP Task Manager, briefed the Subcommittee on the Transit/TDM components of the Transform 66 inside and outside of the Beltway Transportation Management Plan.*

Mr. Lecos opened his briefing with a video presentation introducing the Transform 66 Transportation Management Plan, a video that is available to the general public here: [http://outside.transform66.org/meetings/video\\_recordings.asp](http://outside.transform66.org/meetings/video_recordings.asp)

Following the brief video presentation, Mr. Lecos noted that as recently as Nov. 3<sup>rd</sup> a construction contractor was selected by the Virginia Governor's office.

He stated that the Transform 66 project contains two additional projects including the tolling of inside the Beltway in addition to eastbound widening inside the Beltway which collectively represent a huge paradigm shift in VDOT's approach which will transform the I-66. He noted that the project includes long term strategies to leverage investment and to move more people for many decades.

A Comprehensive project agreement is anticipated for December 8<sup>th</sup> and financial close is anticipated for July of 2017 and construction will begin shortly after.

He then elaborated on the definition of construction from a TMP standpoint meaning anything that impedes mobility on the interstate. TMP is about mitigating congestion.

The Final construction date is anticipated to be December 2017 and the project is expected to go on until 2021.

Inside Beltway is the project that is underway now, which includes the instillation of tolling that VDOT will own and operate. He defined this approach as unique in the country because tolling will only be enforced in the in the peak direction of traffic and that peak hours expanded to 4 hours and dynamic pricing will be utilized with the goal of providing alternatives for single occupant vehicles.

He continued in noting that a key element in the project is the multimodal scope, and \$10 million has been dedicated through NVTC for about 10 projects.

Another part of the project, as described by Mr. Lecos is the eastbound widening of the facility which is intended to mitigate a bottleneck on the eastbound side of I-66 and the connector road.

The process is in the early stages of design, public hearings and outreach will take place in December following environment approvals with anticipated construction beginning early spring 2018 for about 2 years ending in 2020

The end goal for the project is to create significant new links to the robust Express Lane network which can support both single occupant vehicles, but also increasing support for the robust transit and TDM network as well.

Mr. Lecos continued in noting that for the project there are integrated strategies applied and 4 broad strategy groups which include operations, incident management, local network operations and substantial outreach.

He noted that there is a \$35 million budget for the I-66 corridor which will fund different strategies including incident response strategies which will help accidents get cleared quicker partly in providing additional police patrols and the capacity to respond to accidents during peak hours. Also there is a focus on arterial network traffic flows and the continuity of their functionality during construction periods.

Mr. Lecos continued in noting the Transit and TDM strategies which include new park and ride lots with the accelerated deployment of a new lot a Haymarket with the goal of opening this lot in the winter of 2018. He noted that the utility of park and ride lots as transit hubs is an emerging theme and thus a goal of the project is to leverage and add to the capacity of park and ride lots.

Mr. Lecos noted that the most critical strategy of this objective is a 50% fair subsidy on all existing commuter route services for long distance busses which is projected to produce an increase of 15% growth in the use of buses during construction. He then discussed common motivations for bus services including the cost effectiveness, nicer experience, less stress and time savings. With this, supplemental capacity will be provided in order not to displace current riders with a performance measure of the potential overall rider increase.

In addition to the mentioned enhancements, Mr. Lecos noted that a new service in the form of a two seat commuter bus from Front Royal will provided. Additional carpool incentives will also be provided, building on existing Commuter Connections incentives in providing an additional \$100 to carpoolers with a goal of converting HOV 2 to HOV 3.

Regarding Vanpooling, an additional benefit of a \$350 gas card for 10 person or more vanpools will be provided as a reward. Currently under exploration are ideas geared towards alleviating the constrained resources of park and ride lots, specifically limited parking, and turning the lots into hubs for HOA shuttle connection, 1<sup>st</sup> mile/last mile arrangements and community driven shuttles.

Regarding TDM, telework subsidies will continue in building upon the DRPT program, funding outreach specialist, promoting transit studies and currently working on the implementation of easy pass subsidies for low income families with the goal of removing barriers by providing a preloaded transponder.

There was a brief discussion regarding qualifying criteria for easy pass transponder subsidies that was inconclusive and to be continued.

**Item #5      2016 Bike to Work Day Draft Event Report**

*Mark Hersey, COG/TPB staff briefed the Subcommittee on the 2016 Bike to Work Day draft report. The document has been reviewed by the Bike to Work Day Steering Committee on September 14th and November 9th. A comment period was established for December 15<sup>th</sup> at Noon.*

Mr. Hersey opened in noting that Commuter Connections has hosted Bike To Work Day since 2001, where it began with 1,000 registrants and 5 Pit-Stops. Over the 16 years the event has been taking place, it has grown to 17,000 registrants and 80 Pit-Stops in 2016.

He noted that the event received significant media coverage and many first time riders and the goal of the event report was to capture the day of experience. Mr. Hersey then drew the Subcommittee's attention to Pg. 6 of the report sharing the data related to the event including registration per pit stop, the total registration of 17,544 which was a 1% increase from the previous year although this year's registration goal was 18,500. The increase illustrates how registrations for the event continues to grow annually.

Mr. Hersey moved on to Pg. 11 where he pointed out a graph of registrations by year since 2002 and then onto Pg. 14 which covered area Pit-Stops highlights that were provided by Pit-Stop managers including time and location of pits stops for those without narratives. Mr. Hersey then moved on to Pg. 30 where he highlighted an extensive list of employer participation discussing the annual employer challenge where employers with the most registrants are awarded. Mr. Hersey concluded in noting that details pertaining to media coverage of the event can be found on pages 50 through 57.

A comment period deadline was established for December 15<sup>th</sup> at noon.

**Item #6      Update on COG's Climate, Energy, and Environmental Policy Committee's (CEEPC) Action Plan and Multi-Sector Working Group (MSWG) Activities**

*Davaimani Sivasailam, COG/TPB staff, briefed the Subcommittee on the update of CEEPC's proposed climate action plan and also discussed the Multi-Sector Working Group's GHG reduction strategies.*

Mr. Sivasailam opened by drawing the Subcommittee's attention to the memo which was an attachment for the agenda item. He continued in providing a brief background description on the Energy, and Environmental Policy Committee's (CEEPC) which is identified as a policy board created by the COG board, with the goal of tracking greenhouse gas emission in the region, noting that there is a goal to reduce such emissions by 80% by the year 2050 from the 2005 levels and that this committee has been charged with developing plans to meet this goal.

Mr. Sivasailam recognized the work that has been performed by COG's Environmental planning division including the contributions of both Steve Walz and Maia Davis who have been developing an action plan based on the committee's mission.

He noted that the plan is developed in 3 year cycles, that the current year is the last year of the most recent cycle and that the CEEPC is in the process of developing the 2017 – 2020 plan. After clarifying a typo in the documentation he shared that the subsequent attachments in the items handouts are what is currently under consideration for 2020 plan which includes a draft action short list. He noted that the action plan has all the sectors in addition to water, waste water, and transportation is one of the elements of strategy.

Mr. Sivasailam continued in inviting Subcommittee members to an ad-hoc meeting on Dec. 2 at end of TPB Technical Committee meeting to discuss, take comments, improve upon and finalize the action plan.

Providing further background Mr. Sivasailam noted that the program is voluntary and is not associated with any mandates and that any level of participation by municipalities and state governments will be appreciated. He continued in noting that CEEPC will produce an annual survey of local governments and state DOT's and that the CEEPC staff will produce an annual report. Additionally, a goal of the upcoming meeting will be to develop performance measures, noting that VMT for example is a main method of measurement also including TDM strategies like carpooling statistics, ridesharing and transit ridership data. He encouraged the Subcommittee to assess the established performance measures particularly the ones that are transportation focused.

Mr. Sivasailam concluded in noting the plan included 3 broad categories geared towards advancing sustainable regional mobility which include increasing efficiency of public sector fleets, improving fuel economy and mobility management. Before handing over the presentation to Maia Davis COG/DEP staff he invited Subcommittee members to review that plan and identify strategies that are currently underway that have not been included in the shortlist.

Maia Davis/COG opened by emphasizing that the Climate and Energy program came from the COG Board and local elected officials endeavoring to answer the question as to how to guide the region on voluntary and flexible climate initiatives through a plan.

In developing the 2013 action plan her team worked closely with TPB staff including Nicholas Ramfos and Douglas Franklin on Commuter Connections related actions. A multisector work group was created and has been providing a lot of input. She noted that most of the actions in this the plan were highly favored and derived either from the 2013 plan or from multisector work group process.

She noted that the 2017-2020 plan is primarily focused on the sustainable mobility actions that will aid in the reduction of greenhouse gas emissions. She continued in mentioning that other than energy from buildings, transportation produces greenhouse gas emissions in the region and that her team is looking for feedback on actions and implementation levels. She pointed out a column containing percentages noting that they represent the percentage of COG member jurisdictions that could be undertaking actions by 2020 depending on the size of jurisdiction limits in the degree to which they can implement conformity measures.

She then addressed particular actions related to the mission of the CCSC including within the mobility management domain. She highlighted the action related to public sector fleets under advanced sustainable regional mobility and stated that the committee has received comments including the offering of carsharing and bikesharing to public sectors employees as an alternative to expanding the fleet and invited the Subcommittee to provide feedback relating to that comment.

Regarding the action of improving the local fuel economy she highlighted the goal of promoting or providing incentives for electric vehicles and charging stations based on the relationship that this goal has with the employer outreach facet of the Commuter Connections program.

Nicholas Ramfos clarified in concurrence with Fatemeh Allahdoust that this is already apart of Commuter Connections employer outreach strategies, however it is difficult to substantiate the impacts of electric vehicle charging stations. Commuter Connections has worked with the Department of Energy to learn more on their special electric vehicle charging station incentives program for employers and could not identify the emission impacts of the program. Nevertheless, it is on the strategy list as a level one program.

Ms. Davis noted that within her department's climate and energy team there is an electric vehicle working group that prepared a regional electric vehicle readiness plan which identified that work place charging based on national recommendations was significantly relevant.

Mr. Ramfos noted that his team has researched the concept, including having invited personnel from the Department of Energy to discuss the prospects of such a program and the Employer Outreach Committee examined the topic extensively, having decided to include it but relegating it to a lower priority strategic action.

Finally, Ms. Davis drew the Subcommittee's attention to page 4 of the plan to the section related to mobility management where promoting Commuter Connections and working with local government and public sector employers to incentivize alternative commute options are actions.

She then opened for questions providing her email address [mdavis@mwkog.org](mailto:mdavis@mwkog.org) to those who would like to reach out.

Mr. Ramfos noted the importance for the Subcommittee to closely look at the strategies for the short and long term and once the list is adopted, jurisdictions can evaluate any actions that are already underway for which credit can be received or if there is anything identified that any jurisdiction aspired to implement for employers and the general public.

In regards to car and bikesharing, Mr. Ramfos noted that the Commuter Connections community has been advocating for employers to look at the strategies in relation to fleet management and

any considerations of whether to purchase new vehicles or using a carsharing service. Early on in the carsharing industry there were claims being made that carsharing was reducing congestion and emissions however that was not the case, because of the added trips. There are definite benefits from car and bikesharing and from a business perspective it would make sense for employers to look at this as part of their entire fleet management program. Mr. Ramfos then also invited the group to attend either in person or call in to the Dec. 2<sup>nd</sup> meeting.

Steve Walz briefly drew the Subcommittee's attention to the longer action list, attachment 2 on pg. 3, and requested that the group consider items that should be brought up to higher priority list and actions that are not on the list that should be included considering the broader categories like methods of tracking and implementation, planning and investing, and actions that are required versus encouraged and public engagement.

**Item #7      2016 Car Free Day Results**

*Douglas Franklin, COG/TPB staff, briefed the Subcommittee on the results from Car Free Day held on September 22nd.*

Mr. Franklin began by introducing his presentation as a recap of Car Free Day which took place on Sept. 22<sup>nd</sup>. He noted that there were three main objectives of the event which were to use the event as an opportunity to promote alternative modes to both commuter and non-commuters, to encourage commuters to take the pledge to go either car free or car-lite and to measure results and report the impacts of the event.

He thanked the members of the Car Free Day Steering Committee and those who were engaged in helping to promote the event throughout the region.

Regarding social media statistics, the events Facebook page added 150 likes since last year's event with a total of 4,157 likes. The events Twitter page increased followers by 132 for a total of 702 followers. He continued in noting that the event was mentioned in the news about 40 times mostly in print and online including several stories in the Washington Post in addition to a televised segment on ABC 7 with Nicholas Ramfos and coverage on WMAL Radio.

There was also the Capitol Area Car Free Day Challenge, which is a friendly competition with higher learning institutions in the area that was aided by COG's relationship with a consortium of colleges which helped broaden the scope of outreach for the event to more colleges and universities. The total number of pledges with .edu email addresses was 955 which was a 60% increase. The number one school was Georgetown, followed by Howard then Gallaudet.

The event garnered 18,800 website visits, 14,800 unique visitors and 39,000 views with an average duration of 1:59 seconds. Regarding Demographic data pertaining to website visitors, 61% of visitors were 34 years or younger, 46% were female 50% male. Regarding devices used to access the webpage, desktop users comprised 57%, mobile users comprised 41% and tablet users comprised 2%.

As it pertains to the event pledge summary, there was a total of 4,500 pledges which represents 30% of the unique website visitors. The remaining 70% of visitors did not take the pledge leaving it unknown as to how many actually participated and did not take the pledge. Visitors were asked to select a mode. Bike was 21%, Rail was 23%, Bus was 18%, Walk was 14%,



Teleworks was 8% and Carpool/Vanpool was also 8%. There were minor percentage changes like Bike for example which decreased by 9%.

Commuters who pledged were asked whether or not they normally travel by single occupancy or normally car free. 24% were normally in the single occupancy vehicle cohort while 72% already used alternative modes. In terms of total mileage reduction, 93,100 miles were reduced. For the single occupancy vehicle cohort 23,300 miles were reduced and the average mile reduction was 21.25 miles. The mileage reduction for the alternative mode cohort was 66,400 miles with an average of 20.5 miles.

Regarding the regional distribution of participation, each of the three states generated nearly 1/3 of pledges. The District of Columbia lead with 30%, followed by Montgomery county with 22% and Arlington and Fairfax counties tied in 3<sup>rd</sup> place with 9% followed by Loudoun, Prince William, Prince George's, Alexandria City and Frederick County.

In addition to the pledge data Mr. Franklin referenced an additional agenda item which was a COG/TPB staff memo containing an emissions and greenhouse gas analysis. The memo also contained a comparative analysis between the previous year's event using graphics that illustrated Vehicle Miles Traveled and emissions reductions.

Marina Budimir/DDOT requested that further information be provided pertaining to her jurisdiction and how the quantity of single occupancy vehicle commuters was dispersed throughout the region. Mr. Franklin replied that it is possible to generate that data and that he would email the information to her in the very near future.

**Item #8      FY 2017 Regional TDM Evaluation Project Update**

*Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the FY2017 TDM Evaluation project data collection activities and schedule.*

Mr. Ramfos drew the Subcommittee's attention to the handout assigned to the item which was the TDM evaluation schedule for this fiscal year. He mentioned that Commuter Connections has already finalized the State of the Commute Technical Report, the Washington Guaranteed Ride Home Report, as well as the Retention Rate Survey Report along with the Baltimore GRH Survey Report which was endorsed today, all of which have either already been published or in the case of the Baltimore GRH Survey Report, will be published within the next 30 days.

Additionally, the Bike to Work Day survey which is conducted every 3 years is currently being conducted and the conclusion of the surveying is anticipated to be within the next two weeks. A draft of this report will be presented to the Subcommittee in March with highlights being presented at the January meeting of the Commuter Connections Subcommittee.

The program also will be conducting a survey in Maryland of employers who have engaged in either starting or expanding telework programs. There will be no report for this survey but the results of the report will be incorporated into the TERM Analysis Report. The program will also be conducting an analysis of the Employer Outreach database this year and it is important that all jurisdiction's input their information correctly. He reminded the Subcommittee that there was a training session in September for Employer Outreach representatives on the regional ACT!

database and Mr. Ramfos encouraged the Subcommittee members to actively update the database so that credit is given for those employers for commute benefits implemented.

Finally, the draft TERM Analysis Report will be produced by the end of this fiscal year and will be comprised of data collected over the past three years. The final version will be up for adoption next fiscal year.

Mr. Ramfos then opened the floor for questions.

**Item #9 SafeTrack Work Group Update**

*Nicholas Ramfos, COG/TPB staff briefed the Subcommittee on the Commuter Connections SafeTrack Work Group activities.*

Mr. Ramfos noted that the region is currently in Surge #10 which will be ending soon. The Commuter Connections Work group is preparing for Surge #11 through a teleconference meeting. Surge #11 will be focused in Fairfax County. The work group has continued geo-targeting employers and commuters that have been impacted by SafeTrack. During this most recent surge the dynamic ridesharing mobile application CarpoolNow was unveiled, and is being promoted in addition to advertisements on the radio and social media posts. The next surge will last nearly a month and the schedule has not been released yet for surge #12, but it will be in January.

Mr. Ramfos invited Subcommittee members who are also the work group to share any of their thoughts or updates.

Kari Snyder/MDOT raised the question as to whether or not any results relating to late night service disruptions have been produced.

Mr. Ramfos noted that nothing has been produced from Metro on the matter but based on conversations that he has participated in that it appears that late night service will not be provided in the short term based on the need for more hours for maintenance to be conducted, but there is a great deal of interest in the matter because it affects many different groups of people including late night workers and those who engage in evening entertainment in the District and there are safety related questions including providing safe rides home for those who may have consumed alcohol.

Janiece Timmons of WMATA supported Mr. Ramfos' perspective and asserted that nothing has been decided yet regarding those hours.

Fatemeh Allahdoust/VDOT noted that there has been a public hearing on the matter noting that a lot of DOT construction takes place during those hours and asked when surge #11 was going to begin to which Mr. Ramfos replied that it will begin approximately within the next week and that it will be focused on the Orange Line, effecting both East and West Falls Church.

Holly Morello/PRTC sought clarification on the context of late night service disruption and whether or not it will be taking place after SafeTrack to which Mr. Ramfos noted the affirmative.

Marina Budimir/DDOT noted that there will be service cuts on Metro buses that will be going into effect in December as well and that the Subcommittee should be aware of this.

**Item #10      FY 2018 Work Program Development and Commuter Connections Strategic Plan**

*Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the draft FY2018 Commuter Connections Work Program (CCWP) and the Commuter Connections Strategic Plan was also reviewed. A comment period was established for December 2<sup>nd</sup> by (COB).*

Mr. Ramfos drew the Subcommittee's attention to three documents associated with the agenda item including the draft Work Program for FY18, the Strategic Plan and a PowerPoint presentation. He continued in sharing that the definition of Commuter Connections is a network of private and public organizations including COG, state funding agencies and local organizations that work together to encourage drivers in the region to use alternatives to single occupancy driving.

Mr. Ramfos noted that, benefits of the Commuter Connections Program for jurisdictions, employers and workers includes reducing and managing commuter congestion, giving movement towards travel, reducing emissions, supporting local efforts to attract and retain employers, aiding in the recruitment and retention efforts for those employers. For workers there are more commute options that are offered, reduced stress, reduced cost and in some cases time, there is also an improved quality of life aspect. He continued in noting that the Commuter Connections service area is very large, including about 10 million workers that commute into the DC metropolitan non-attainment area, with a very large commuter set with commuters traveling as far away as the eastern shore, Richmond, West Virginia, and Pennsylvania.

Sharing more data Mr. Ramfos noted that, the DC metro area is #2 in the country for transit use behind the NY metro region and for carpooling, based on 2010 census data, the region is at 11% which is behind the Los Angeles, Dallas/Ft. Worth Arlington, and the Houston metro areas, but in the top 5 with an infrastructure that is able to support the programs offered through Commuter Connections.

Regarding program impacts from the data that is collected by the program, Mr. Ramfos mentioned that on a daily basis the program reduces 130,000 vehicle trips, about 2.5 million VMT, about one ton of NOX and about ½ ton of VOC, which is a significant return in terms of cost benefit ratio on the investment.

The program also plays a role in regional planning process through the congestion management process of which TDM is a major component of the plan. Additionally, there are the TERM benefits included in the program's air quality conformity determination that is approved by the TPB and is also a part of the Constrained Long Range Plan (CLRP), and the Transportation Improvement Program (TIP). Additionally, the program collects results regarding emissions and greenhouse gas impacts that are documented through the Work Program and evaluation documents.

Regarding cost effectiveness, the program spends about 16 cents for every vehicle trip that is reduced which is about 1 penny for every VMT reduced, \$20,000 per ton of NOX and about \$41,000 per ton of VOCs reduced.

The budget for the FY18 Work Program is broken down between the different program areas including the Operations Center, Guaranteed Ride Home DC and Baltimore regions, Mass Marketing, Program Evaluation, and Employer Outreach, most of which are remaining the same with a small increment of increase due to cost of living adjustments. The Program Evaluation cost is slightly higher due to increased data collection that will be happening. An overall 3.5% increase in the budget is slated with about 34% allocated to staff and overhead and about 50% being allocated for private sector services like media buys, 8% is passed back to local jurisdictions except in Virginia primarily for Employer Outreach and about 7% in direct costs.

In terms of what is new in the FY18 Work program, the Transform 66 ridesharing incentive was added to the Marketing program and will be directly tied into the "Pool Rewards Program. Additionally, the CarpoolNow mobile app will most likely be a part of the overall TMP.

As it pertains to monitoring and evaluation of the program, the general public report for the SOC from 2016 will be completed along with the TERM Analysis evaluation for 2017. The 2018 Placement Rate Survey will also be conducted and will kick off the three-year data collection cycle next year.

As for next steps there have been initial comments received from the state funding agencies, and the Subcommittee can submit comments and feedback by December 2<sup>nd</sup>. Comments submitted will be brought back to state funding agencies for their review with the goal of having a final document in early January to be presented to the Subcommittee for further review and endorsement. Once this process is complete Mr. Ramfos will brief the TPB Technical Committee in February and March, releasing the document for public comment in February and presenting it to the TPB and looking for final approval by the TPB in March. If any adjustments are necessary for the TIP, they will occur in May or June. Funding commitments will be secured by June and the new work program will begin on July 1<sup>st</sup>.

Mr. Ramfos then encouraged the Subcommittee to review the document and noted that there was a companion document to the Work Plan which is the short version of the Commuter Connections Strategic Plan. He encouraged the Subcommittee to review and comment on the document if needed, reminding the Subcommittee that the long version of the plan is available on the Commuter Connections website.

Mr. Ramfos then opened the floor for questions, answering a question by Fatemeh Allahdoust regarding whether or not the possibility for extrapolation of jurisdiction or state level data was possible from the data collected by the Commuter Connections program to which Mr. Ramfos noted that the majority of data collected is at the regional level.

**Item #11      FY 2017 1st Quarter CCWP Budget Report and 1st Quarter Progress Report**

*Travis Johnston, COG/TPB staff, briefed the Subcommittee on the status of the FY 2017 1st Quarter Budget and Progress reports.*

Travis Johnston, COG/TPB staff noted that regarding program expenditures during the 1<sup>st</sup> Quarter for 2017, the program has reached nearly 6%, however there will be more invoicing coming in throughout the year, and the program is on track to spend at their normal rate and that the funds committed to Work Program match the projected budget total.

Regarding the 1<sup>st</sup> Quarter Project Report, Mr. Johnston noted a few of the major items including the launching of the CarpoolNow mobile application which has been summarized in the Commuter Operations Center section of the report on pages 1-6. In the same section Mr. Johnston highlighted that the transition from using the former green bar printed reports is underway and that once materials for the printer have been exhausted the transition will move into its final phase which will be the beginning of email and pdf formatted reports.

Mr. Johnston continued in drawing the Subcommittee's attention to pgs. 10-11 of the report where the summary of Car Free Day from September can be found in addition to pg. 12 where it's noted that the SOC Technical Report, GRH Survey Report for the Washington region and the Retention Rate Survey were all endorsed and released.

Continuing, Mr. Johnston shared Table 1 on pg. 17 to a comparison to the last quarter that shows an increase of 500 applications has occurred which is a positive indicator the remainder of the fiscal year.

**Item #12 Other Business/Set Agenda for Next Meeting**

*This was an opportunity for Commuter Connections Subcommittee members to bring up other business and to request agenda items for the next meeting.*

Marina Budimir/DDOT reminded the Subcommittee that the meeting was the last for Michelle Althoff/Enterprise Rideshare, who will be relocating out of the region.

The Subcommittee collectively thanked and applauded Ms. Althoff for her contributions to the Subcommittee and the collective goals of the group. Ms. Althoff introduced Chris Maloney as the new Enterprise Rideshare representative member to the Subcommittee.

Subsequently, Thornette Leacock, Prince George's County, introduced herself as the replacement for Shawntea Smith and noted that she is looking forward to working with the group to enhance her constituency's success and the groups success through her contributions.

Fatemeh Allahdoust encouraged the Subcommittee members to not hesitate in being fully engaged in the groups discussions and contributions to the collective process.

The meeting subsequently adjourned.

**The next meeting of the Commuter Connections Subcommittee will be held on Tuesday, January 17, 2017 at 12 noon.**