



MEETING NOTICE AND AGENDA

COMMUTER OPERATIONS CENTER SUBCOMMITTEE

**Tuesday, June 20, 2006
10:00 a.m. - 12:00 noon**

**Metropolitan Washington Council of Governments
777 North Capitol Street, N.E.
Training Center A & B, First Floor**

Chairperson: Darlene Nader, North Bethesda
Vice Chairperson: Christine Kingery, Loudoun County

COG Staff Contact: Nicholas Ramfos, 202/962-3313 or nramfos@mwkog.org
(Note: If you cannot attend this meeting, please call 202/962-3327.)

<u>ITEM #</u>		<u>ACTION</u>
1.	Introductions	
2.	Minutes of the March 14, 2006 Meeting	APPROVE
3.	Upcoming Fairs and Promotions (15 min)	INFORMATION
	COG and clients will provide information on recent and upcoming transportation fairs and promotions, and distribute copies of promotional items and/or announcements	
4.	Transit and Street Center Line Updates (10 min)	INFORMATION
	Ross Edgar will report on the status of the Geographic Data Update Project.	

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| 6. | Customer Service Training

Towanna Hinton will discuss the
Upcoming Customer Service Training. | (10 min) | DISCUSSION/
INFORMATION |
| 8. | TDM Resource Directory Update

Tabatha Johnson will discuss the
Resource Directory and the current
Changes for new edition. | (10 min) | INFORMATION |
| 10. | New Regional TDM Software System
Update

Nicholas Ramfos will discuss the status
and next steps for the TDM Software
system project. | (20 min) | DISCUSSION/
INFORMATION |
| 11. | Regional Marketing Update

Doug Franklin will discuss the
Regional TDM Marketing Campaign and
provide updates. | (10 min) | INFORMATION |
| 12. | Client Site Status/Roundtable

Ross Edgar will provide an update on
ways to edit CCRS Match Letters.

Ross Edgar will provide update on
the electronic Purge Letter Generation.

Client members will be asked to share any
“Hot Topic” Issues with the current CCRS. | (35 min) | DISCUSSION/
INFORMATION |
| 13. | Other Business/Agenda Items for Next Meeting

This is an opportunity for Subcommittee members
to request agenda items for the next meeting. | | |

The next meeting of the Commuter Operations Center Subcommittee will be held on September 19, 2006.