



**Commuter Connections Subcommittee
Meeting Minutes**

Tuesday, September 18, 2012

Chairperson: Lorraine Taylor, (WMATA) Washington D.C.

Vice Chairperson: Sam Oji, Montgomery County

Staff Contact: Nicholas Ramfos (202) 962-3313

Item #1 Introductions

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

Lorraine Taylor, called the meeting to order by introducing herself and asking the rest of the attendees to do so.

Item #2 July 17, 2012

Approval was sought for the July 17, 2012 Commuter Connections Meeting Minutes.

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

Item #3 Announcement of New Vice Chair

Lorraine Taylor, WMATA, announced the Committee's selection of the next Subcommittee Vice Chairperson.

Ms. Taylor announced the next Vice Chair person for the Subcommittee. In August there was a telephone conference call from the Subcommittee nominating members. The members included Ms. Taylor, Sam Oji, and Gabe Ortiz. The new Vice Chair selected was Holly Morello, *Ridesharing Specialist* of Prince William County.

Item #4 Change of Chairs

Lorraine Taylor, WMATA, announced the new Chair for Commuter Connections Subcommittee.

Ms. Taylor turned over her chair to the new Chair person; Samuel Oji of Montgomery County. Nicholas Ramfos, thanked Ms. Taylor for her year of service as the Subcommittee Chair and Mr. Oji presented a plaque to her as a token of appreciation for her work as the Subcommittee Chairperson.

Item #5 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.

Mr. Hersey reviewed the Bike to Work Day 2012 draft report. He stated that the event's registration numbers grew to more than 12,000 and with 58 pit stops. There is also a section report from each of the pit stops. COG/TPB staff asked for input from Subcommittee members for pit stop information and local press coverage. Acknowledgements and pit stop recaps were covered and the comment period deadline for comments and edits to the draft report was set for October 19th. The final draft of the report will be presented at the November Subcommittee meeting.

Item #6 Bus on Shoulder Feasibility Project

Eric Randall, COG/TPB briefed the Subcommittee on a proposed Task Force and Work Plan Assessment of Bus on Shoulder (BOS) feasibility in the Washington Metropolitan Region

Mr. Randall briefed the Subcommittee on the proposed membership, work plan, and schedule for a TPB task force to study Bus On Shoulder transit operations. As requested at the July TPB meeting, the proposed task force will bring together highway agencies, bus operators, and local jurisdictions to discuss the issues and challenges in implementing Bus On Shoulder operations.

BOS is an arrangement by which buses providing public transportation service operate on designated highway shoulders, when safe and practical to do so, in order to circumvent peak traffic congestion. Current local experience with BOS includes bus operation along a short section (1.3 mi) of VA-267 (the Dulles Toll Road), for bus access to the West Falls Church Metrorail Station, and along the shoulders of US-29 near Burtonsville, MD. Previously, bus service operators along the Maryland portion of the Capital Beltway in the vicinity of the American Legion Bridge were permitted to operate on shoulders; however, this service was discontinued in 2003. Looking ahead, VDOT is conducting an assessment of the potential of BOS along I-66. In addition, several other cities across the United States also have BOS service; of these, Minneapolis has the most-developed network with over 270 miles of BOS corridors.

The proposed work plan has three tasks. Task one will summarize current and previous BOS experience in the region, as well as national experience and its applicability. The goal is to identify the safety, roadway engineering, and bus service operations aspects. Task two will assess the feasibility of BOS at specific locations, identify corridors with existing congestion, bus service, and highway shoulders. Task three will feature a cost-benefit analysis of the prospective benefits to riders on corridors that meet all criteria, and identify issues to resolve for implementation.

Item #7 VDOT Integrated Corridor Management I-95 (ICM) Project Update

Chris Francis, VDOT, briefed the Subcommittee on the status of the I-95 ICM project.

Mr. Francis briefed the committee on the I-95/I-395 Integrated Corridor Management (ICM) Initiative update in Virginia. The Key ICM deliverables will include; concept-of-operations, ICM Architecture and systems engineering management plan, deployment plan w/multi-modal work

packages, ICM partnership and institutional framework for ICM implementation. TDM is a key focus of ICM applications; achieving the goals to increase dynamic rideshare, change of mode and time of travel will be facilitated through improved transparency of travel times for all modes and real-time availability of parking spaces at existing parking areas. The TDM goals are to increase carpooling, rideshare, transit use, and to change the time of travel.

Mr. Francis also discussed the personalized multi-modal, real-time trip planning. This will add access and interface to Commuter Connections and dynamic Ridesharing services including sharing of parking and system status info with those services. It will develop personal multi-modal trip planner interface allowing incorporation of road, transit, rideshare options and reservations, and it would integrate transit and rideshare options and arrangements into a trip planning mechanism. There will also be kiosk installations that will have corridor-based traffic, travel time, and transit status information. These kiosks will be located at the Pentagon, Mark Center, Ft Belvoir, MC Quantico, Pentagon City Mall, Landmark Mall, Franconia-Springfield Metro Station, and Potomac Mills. Subcommittee members were asked to submit comments on the plan by September 28th.

Item #8 Car Free Day Event Update

Douglas Franklin, COG/TPB staff, briefed the Subcommittee on the status of the status of the Regional Car Free Day event that will be held on September 22nd.

Mr. Franklin briefed the Subcommittee on CFD which will be held on Saturday Sept 22nd, currently there are approx 4,300 pledges and the goal still remains at 10,000 pledges. The event poster was included in the meeting packet, and the PDF version is available on the web site. The event theme is "Park It" and the poster depicts a car with activities written all over it that are family oriented things to do on CFD. Event buttons were also made available.

Thanks was also given to the following transit agencies for donating signage for CFD: Fairfax Connector, Montgomery County Ride On, Metro, and Arlington Transit.

Item #9 FY 2014 Work Program Development

Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the timeline of the development for the FY 2014 CCWP.

Mr. Ramfos went over the FY 2014 Commuter Connections Work Program timeline milestones. In October the develop draft work plan document will be presented to the State TDM Work Group for review and comment. In November the draft CCWP will be presented to the Subcommittee for review and comment. In January, an approval for final release from the Commuter Connections Subcommittee will be requested as well as final approval from the STDM Work Group. In February, the draft CCWP will be presented to TPB Technical Committee and TPB and then will be released for public comment. In March final approvals from the TPB Technical Committee and TPB will be requested, and in May funding commitment letters will be sent to funding agencies to identify any adjustments that need to be made to the TIP. In June, TIP funding changes will be implemented, if needed and funding commitment letters from state funding agencies will be requested. In July, the FY 2014 CCWP will be implemented.

Mr. Ramfos also discussed the Commuter Connections proposed work activities for FY 2014 based on the outline which was distributed as part of the agenda packet. He discussed the Ridematching Coordination and Technical Assistance procedures and technical support & training to local ridehshare agencies for the regional Commuter Connections Ridematching software system and the Regional Guaranteed Ride Home Program. Additionally, he reviewed the changes to the Monitoring and Evaluation project with regards to the data collection activities and products which would be produced.

Mr. Ramfos stated that a draft FY 2014 CCWP document would be made available for the November Subcommittee for review and comment.

Item #10 Commuter Connections Strategic Plan

Nicholas Ramfos, COG/TPB staff, briefed the Subcommittee on the Commuter Connections Strategic Plan.

Mr. Ramfos reviewed the Commuter Connections Strategic Plan. The program objectives are to provide programs and information that reduce vehicle trips and trip lengths to assist the region in improving air quality and mobility, to enhance the Commuter Connections "brand" by increasing awareness that will lead to changes in travel behavior. Mr. Ramfos also discussed the Guaranteed Ride Home Program, which is to provide users of alternative commute modes up to four free rides home per year in a taxi, rental car, or on transit (or appropriate combination). Mr. Ramfos went over the objectives of Marketing of Alternative Commute Options, Monitoring and Evaluation, Employer Outreach, Telework. The Subcommittee will be asked to review the document and provide comments at the November Subcommittee meeting.

Item #11 Budget Report, Quarterly Report and Annual Report

Barbara Brennan COG/DTP staff, briefed the Subcommittee on the 4th Quarter Budget Report.

Ms. Brennan discussed the 4th Quarter FY 2012 final Budget Report and asked if there were any questions or comments. Ms. Brennan also reviewed the FY 2012 4th Quarter CCWP Progress Report and FY 2012 CCWP Annual Progress Report.

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, November 20, 2012 at 12 noon.