



TRI-COUNTY COUNCIL FOR SOUTHERN MARYLAND

GEORGE CLARK, CCTM, MWD-BS

RIDEMATCHING COMMITTEE MEETING

JUNE 20TH, 2023

Re-App and Follow-up Best Practices

Purge Reports

2 TYPES:

TPurgeAPP

Commuter Records Expiring Next Month

SelPurge

Commuter Alphabetic End User Listing

Sent Monthly By: Commuter Connections < Ridematching@mwkog.org

TPurgeAPP

Snip & Sketch

Commuter Records Expiring Next Month
Program: T

COMMUTER CONNECTIONS

1
6/2/2023

CID	CName	Home Ph	Work Ph	W	HJur	WJur	Email	Appform
755600	TYQUELA ABLE				CHA		QUELA_08@YAHOO.COM	
754665	AMBER ADKINS	3012474902			STM	ARL	ADKINSAMBER17@YAHOO.COM	
762252	REBECCA ANDERSON				CHA	ARL	MDNAVYGIRL@GMAIL.COM	
735629	MARIANA ARAGON	7577738057			CHA	DC	MARIANA.ARAGON86@GMAIL.COM	
713355	GEORGINA ARIAS	6508680844			CAV	DC	GEORGINAARIAS@YAHOO.COM	
760618	BIANCA BAUCUM				CHA	ARL	BIANCA.BAUCUM@GMAIL.COM	
762380	QALIN BAYLOR				CHA		BAYLORQALIN@GMAIL.COM	
101898	ROBIN BELL	3016454746	3012802221		CHA	MC	RBELL@MTB.COM	
102078	ALICE BENIPAYO	3017058903	2029126567		CHA	DC	ASALUDBENIPAYO@YAHOO.COM	
735825	DEMETRIA BIVINS				CHA	PGC	KIZZIESTEWART79@YAHOO.COM	
726483	LISA BLACK	2404812102	2022281165		CAV		AARONLA66@GMAIL.COM	
755447	MONAE BLACK	3137424033			CHA		MONAELBLACK@YAHOO.COM	
647077	BETTIE BOWLES	7038671841	2023071955		CHA	DC	BETTIE.BOWLES@USDOJ.GOV	
760620	LISA BOYCE PEARSOLL				CAV		LISAMARIEBOYCE@COMCAST.NET	
713312	TAMMIE BOYLE	2404315326	2404315326		STM	STM	TMM_BOYLE@YAHOO.COM	
755114	JULIE BROOKS				CHA	BCY	JMBROOKS75@GMAIL.COM	
736194	BRANDON CABBELL	2403204035			CHA	ARL	B_CABBELL@HOTMAIL.COM	
743806	KIMBERLY CARTER	2405300775	3017639630		CHA	PGC	KIMBERLY.M.CARTER@CENSUS.GOV	
713479	ADRIAN CLEMENTS	2029101991	2026612400		CHA		AGC517@HOTMAIL.COM	
701181	JILL COBURN	3017433002	2027322524		CHA	DC	JILL_MARIA@YAHOO.COM	
726234	PAULA COHEN	7608131375			CHA	AAC	PDCOHEN12@GMAIL.COM	
726354	TIFFANY CRAWFORD				CHA	DC	TEENTOPANGA@HOTMAIL.COM	
755442	RONNI DAVIS	2409256868			CAV	CAV	RODAVIS119@GMAIL.COM	
744019	TERRI DIEHL		2022871878		STM		TERRI.DIEHL@HQ.DOE.GOV	
755394	YESLENE DIJOL	2402789415	2402799415		CAV		YRIVERA@M.MARYWOOD.EDU	
726390	DOUGLAS DIXON	7572684890	2022670327		CAV		DOUGLAS.DIXON@FAA.GOV	
726447	MARIA DROUET-ZURITA	5712247425			CAV	DC	CRIS_DROUET@HOTMAIL.COM	
744178	MALCOLM DUNBAR	2404160199			CHA		MALCOLMXDUNBAR@GMAIL.COM	
755613	JOSEPH EDELEN	3017525542	2029422316		CHA	DC	EDELENJC@GMAIL.COM	
755091	KURTINA EDWARDS				CHA	DC	KLEDWARDS514@YAHOO.COM	
755653	LENNY EDWARDS				CAV	AAC	LENNYE6@GMAIL.COM	
726466	ROSELLA FABIAN				CAV		ROSELLAFABIAN@GMAIL.COM	
726512	RITA FREELAND	4435503714			CAV	ARL	RITAFREELAND2@COMCAST.NET	
726383	MARIE GAMBLE-CARROLL	3015357080	2023774361		CHA	DC	ARIES027@COMCAST.NET	
766178	KAREY GARLINGER				CAV	ALX	KAREY.GARLINGER@DODIG.MIL	
656970	APRILE GILES	2403205072	2025685858		CHA		APRILERAIN915@YAHOO.COM	
735845	TYLER GILL	3019341256			CHA		TYLERGILLUSA@GMAIL.COM	
713050	SAMUEL GISH	3016905124			STM		1981CADD@GMAIL.COM	
754868	MYKIA GRANT	3018803371			STM	DC	MBALDWINGRANT@GMAIL.COM	
726177	NINA GRANVILLE				CHA	ARL	CINNABUN78@GMAIL.COM	
755638	HARLEIGH HALT	4437713173			CAV	DC	REESEHARLEIGH@OUTLOOK.COM	

For support inquiries, email commutersupport@mwkog.org

SelPurge

Snip & Sketch

New

Commuter Alphabetic End User Listing
Program: T

CID	CName	HCity	HJur	WCity	WJur	Appform
665746	CAROLYN CALTER	WALDORF	CHA	FORT MYER	ARL	TGRH1
105892	KIM DANEK	WALDORF	CHA	WASHINGTON	ARL	TGRH1
765239	LUTISSE COOPER	WHITE PLAINS	CHA	GREENBELT	PGC	TRIDE
678241	SAMUEL HINTON	WALDORF	CHA	MCLEAN	FFX	TRIDE
711761	RENEE WILSON-LEE	INDIAN HEAD	CHA	FAIRFAX	FFX	TRIDE

COMMUTER CONNECTIONS

1
6/2/2023

For support inquiries, email commutersupport@mwcog.org

Example of Calendar

Today < > May 2023		La Plata, Maryland		Today 80° F / 59° F		Tomorrow 80° F / 56° F		Thursday 82° F / 59° F		Month				
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday			
May 1 Call Enterprise for Monthly Invoices Inspec P&R lots	2 11:00am EMI Vanpool Microtransit Stakeholder Group Kickoff; Microsoft Teams Meeting; Daniel Sheehan	3 Work on M&H Bikeway Contract 9:00am Hand Doctor 1:00pm CSM Regional Transit Center ; Tri-County Council Conference Room; Yolanda Hipski	4 9:00am Chamber EDC/Trans meeting 10:30am 401(k) Employee Educational Session; Microsoft Teams Meeting; Sharon M. Meyer 11:00am Calvert-St. Mary's Metropolitan Planning Organization Council/TAC Meeting To Approve UPWP FY2024; Ch...	5 12:00pm ACT: Micro-event on Rural Microtransit; Northern Neck Planning District Commission - The Regional Center 457 Main Street Warsaw, VA 22572	6	7	8	9 Send table 6 data to Commuter Connections	10 Work on Commuters Records who are about to expire in June 10:00am COG BTWD committee meeting; DC 11:30am COG CFD committee meeting ; DC 1:00pm Lunch with Mead & Hunt	11 Do one pager for BD meeting 8:00am COMREL Meeting; Colonial Beach, VA	12 9:30am FY2024 RMPF Application ; Microsoft Teams Meeting; Melinda Bowling	13	14	Mother's Day; United States
15 Pick up Water, snack for BTWD 9:30am COG Pickup shirts	16 STS TAC Meeting 4:30 pm 9:00am Hans Pickup BTWD 12:00pm COG Sub Committee Meeting	17 Vacation 4:30pm Drop off Penny 6:00pm Town of La Plata Open house study	18 3:00pm ACT: Telework/AWA Council Meeting Q2; Zoom	19 Travel	20 Omni Oklahoma City Hotel check in; Omni Oklahoma City Hotel (100 West Oklahoma City Blvd, Oklahoma City OK US 73109)	21 CTAA Expo Omni Oklahoma City Hotel check in; Omni Oklahoma City Hotel (100 West Oklahoma City Blvd, Oklahoma City OK US 73109) Omni Oklahoma City Hotel check out; Omni Oklahoma City Hotel (100 West Oklahoma City Blvd, Oklahoma City OK US 73109)	22	23 CTAA Expo 1:00pm Bike Ped Subcommittee Meeting; Virtual - Save the Date; Michael Farrell 7:00pm TripSpark Social & Social Capital; Social Capital (517 S Hudson Ave, Oklahoma City, OK 73109); Dave Silva	24 Omni Oklahoma City Hotel check out; Omni Oklahoma City Hotel (100 West Oklahoma City Blvd, Oklahoma City OK US 73109)	25 Vacation	26 Vacation	27 Vacation	28 Vacation	
29 Memorial Day; United States	30 12:00pm George R Clark and David Matcha; https://us02web.zoom.us/j/88314033255 ; matchadlm@gmail.com	31 Vacation	Jun 1 9:00am CONFIRMED, In-Person & Virtual - Briefing by Planning Staff for CoC EDTC - Bryans Road SubArea Plan; Charles County Government Building, 200 Baltimore Street, Vista Conference Room, LaPlata, Maryland; Virtual Option Available - See Teams Info in Body of I... 10:00am Change of Command	2	3	4								

E-Mail letter

Good day to you,

My name is George Clark and I'm with the Tri-County Council, representing Commuter Connections for the Southern Maryland region. I'm contacting you because our database shows that your free Rideshare and or Guaranteed Ride Home account is about to expire. I wanted to see if you would like to continue your account with this **free program**? If so, you may do so online by re-registering at www.commuterconnections.org or contact me and I will do it for you.

If you have any questions during this process or would like to re-register through an operator, please feel free to give Commuter Connections a call at 1-800-745-7433 or reply back to this email and we'll be glad to assist. Thanks and have a great day.

COMMUTER CONNECTIONS

www.commuterconnections.org


1-800-745-7433

 Please consider the environment before printing this email

Purge list converted to Excel for the emails

CID	CName	Home Ph	Work Ph	W	HJur	WJur	Email
755600	TYQUELA ABLE				CHA		QUELA_08@YAHOO.COM
754665	AMBER ADKINS	3012474902			STM	ARL	ADKINSAMBER17@YAHOO.COM
762252	REBECCA ANDERSON				CHA	ARL	MDNAVYGIRL@GMAIL.COM
735629	MARIANA ARAGON	7577738057			CHA	DC	MARIANA.ARAGON86@GMAIL.COM
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760618	BIANCA BAUCUM				CHA	ARL	BIANCA.BAUCUM@GMAIL.COM
762380	QALIN BAYLOR				CHA		BAYLORQALIN@GMAIL.COM
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755447	MONAE BLACK	3137424033			CHA		MONAELBLACK@YAHOO.COM
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736194	BRANDON CABBELL	2403204035			CHA	ARL	B_CABBELL@HOTMAIL.COM
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726447	MARIA DROUET-ZURITA	5712247425			CAV	DC	CRIS_DROUET@HOTMAIL.COM
744178	MALCOLM DUNBAR	2404160199			CHA		MALCOLMXDUNBAR@GMAIL.COM

Sample E-mail Blast using Bcc

 Send	To	
	Cc	
	Bcc	QUELA_08@YAHOO.COM
Subject		Commuter Connections Account about to expire

Good day to you,

My name is George Clark and I'm with the Tri-County Council, representing Commuter Connections for the Southern Maryland region. I'm contacting you because our database shows that your free Rideshare and or Guaranteed Ride Home account is about to expire. I wanted to see if you would like to continue your account with this **free program**? If so, you may do so online by re-registering at www.commuterconnections.org or contact me and I will do it for you.

If you have any questions during this process or would like to re-register through an operator, please feel free to give Commuter Connections a call at 1-800-745-7433 or reply back to this email and we'll be glad to assist. Thanks and have a great day.

COMMUTER CONNECTIONS
www.commuterconnections.org
1-800-745-7433

 Please consider the environment before printing this email



George Clark, CCTM, MWD-BS
Acting Transportation Director

Transportation Demand Management Specialist (TDM)
NAS Pax River JLUS Project Manager

Tri County Council for Southern Maryland

P.O. Box 745 | 15045 Burnt Store Road | Hughesville, MD 20637
d: 301-274-1922 ext. *319 | c: 301-643-7257 | f: 301-274-1924
gclark@tccsmd.org | www.tccsmd.org



Search Commuter's ID#

COMMUTER ADMINISTRATION - MANAGE COMMUTER - SEARCH COMMUTER

WELCOME GEORGE

SEARCH COMMUTER

Select Commuter from List:

Commuter Id:

User Name:

First Name:

Last Name:

Email Address:

Home Phone Number:

Zip Code:

[EDIT PROFILE](#)

[RIDESHARE ADMIN](#)

[COMMUTER ADMIN](#)

[POOL ADMIN](#)

[SPECIAL EVENTS](#)

[EMPLOYER OUTREACH](#)

[REPORTS](#)

[FLEXTIME ADMIN](#)

[VMT REPORTS](#)

[COMMUTER ADMINISTRATION](#)

[MANAGE COMMUTER](#)

Click Program Association

ACCOUNT INFORMATION **APP FORM:** TGRH1 *

Commuter Id: 713312
Commuter CCRS Id: 713312
Commuter Status: Active
Date of Original Entry: 02/19/2016
Date Last Updated: 02/22/2016

Site Id: 10001
Site Name: COMMUTER CONNECTIONS

Ad Source: None
Reg Type: Internet

Share my name with other registered commuters

First Name: TAMMIE * **MI:** L
Last Name: BOYLE *

HOME ADDRESS

Share my home address with other registered commuters

Street Address: 21038 GREAT MILLS ROAD * **Apt #:** 3
City: LEXINGTON PARK *
State: MARYLAND * **Zip Code:** 20653 *
Home Jurisdiction: STM - St. Mary's

MAILING ADDRESS

Mailing Address:
City:
State: **Zip Code:**

CONTACT INFORMATION

Share my email with other registered commuters

E-mail Address: TMM_BOYLE@YAHOO.COM

Select the check boxes to share phone numbers with other registered commuters

Home or Cell Phone: 240 - 431 - 5326

SPECIAL EVENTS

EMPLOYER ADMIN

REPORTS

FLEXTIME ADMIN

INCENTRIP ADMIN

VMT REPORTS

COMMUTER ADMINISTRATION

[MANAGE COMMUTER](#)


REVIEW MEMBER INFO

[MEMBER INFORMATION](#)
[COMMUTE INFORMATION](#)
[EMPLOYER INFORMATION](#)
[WORK SCHEDULES](#)
[PROGRAM ASSOCIATION](#)
[ADD NOTES](#)
[INFORMATION REQUEST](#)

RIDESHARING

[FIND RIDEMATCHES](#)

Click Re-register



COMMUTER CONNECTIONS
A SMARTER WAY TO WORK

[HOME](#) [EDIT PROFILE](#) [LOGOUT](#) [Welcome STEPHEN](#)

WELCOME STEPHEN

COMMUTER ADMINISTRATION - REVIEW COMMUTER INFO - PROGRAM ASSOCIATION

COMMUTER INFORMATION **APP FORM:** MGRH2

Commuter Id: 107574
GRH Registration Id: C098588
Commuter CCRS Id: 89000298

Commuter Name: ROSS L EDGAR

COMMUTER PROGRAMS

Select Programs:

- Guaranteed Ride Home (GRH)**
Verify 'Commute Information', 'Employer Information' before joining in GRH Program.
Miles from Home to Work, Commute Days per Week, Current Commute Mode, Employer and Supervisor information are required for this program.
- Rideshare (CCRS)**
Verify 'Commute Information' before joining in Rideshare Program.
Carpool and Vanpool preferences are required for this program.

Rideshare Registration Status: Active
Rideshare Registration Date: 09/14/2022
Rideshare Expiration Date: 07/02/2023

Commuter's Rideshare registration is either expired or about to expire. Please re-register by clicking the 'Re-register for Rideshare' button.

[Re-register for Rideshare](#)

Incentrip Status: Active
[Click here](#) for more information.

- CarpoolNow
- CC Mobile
- Flex time

[Join Programs](#) [Back to Search](#)

Add to Notes:

Date Entered: 06/13/2023
Commuter Id: 764325
Commuter Name: JESSICA BARBAY
Follow Up Required By: Date: (MM/DD/YYYY) Time:
Contact Method: **Mail**
Status:
Enter Notes:

Date Entered	Entered By	Follow up Required By	Contact Method	Status	Notes
02/13/2023	gclark2011		Email	Sent Matchlist	Re-registered
02/21/2023	gclark2011		Email	Sent Matchlist	changed app code
03/24/2022	gclark2011		Email	Follow-Up/Match at a Later Date	changed app code

- EDIT PROFILE
- RIDESHARE ADMIN
- COMMUTER ADMIN
- POOL ADMIN
- SPECIAL EVENTS
- EMPLOYER OUTREACH
- REPORTS
- FLEXTIME ADMIN
- VMT REPORTS

[FAQ](#) [PRIVACY POLICY](#) [TERMS OF USE](#) [CONTACT US](#) [HIDE TOOLTIPS](#)

Commuter Connections
Phone: 1-800-745-RIDE
TDD: 202-962-3213
Email: ridematching@mwkog.org

Send Ridematch if registered for GRH1 or Ridematching

RIDESHARING - RIDEMATCH REQUEST

COMMUTER INFORMATION

Commuter Name: BETTIE F BOWLES
Commuter Id: 647077
Commuter CCRS Id: 647077

SEARCH CRITERIA

Work Schedule: 6 : 15 : AM To: 3 : 30 : PM
Flexible To Arrive Before: 30 Minutes And Arrive After: 30 Minutes
Flexible To Leave Before: 15 Minutes And Leave After: 15 Minutes

Starting Address: 2270 IMPERIAL CT WALDORF MD 20602
Destination Address: 145 N STREET, NE WASHINGTON DC 20530

MATCH TYPE

Radius Match:
Route Match:
Search Radius Around Origin: 7 miles
Search Radius Around Destination: 1 miles

OTHER INFORMATION

Special Instructions:

* Required Fields

[SYSTEM ADMIN](#)

[COMMUTER ADMIN](#)

[POOLADMIN](#)

[GRH ADMIN](#)

[SPECIAL EVENTS](#)

[EMPLOYER ADMIN](#)

[REPORTS](#)

[FLEXTIME ADMIN](#)

[INCENTRIP ADMIN](#)

[VMT REPORTS](#)

[RIDESHARE ADMINISTRATION](#)

[FIND A RIDEMATCH](#)

[VIEW RIDEMATCH HISTORY](#)

[ADD NOTES](#)

Marylander's

It's very important that you reach out to your registered commuters

MDOT / MTA requires that **Appendix F** form to be filled out and sent in with your quarterly reports, these numbers must match Commuter Connections data

Appendix F can be found in your grant application packet



Appendix F

RIDESHARING PROGRAM YEARLY WORK SCHEDULE & OBJECTIVES

2nd Quarter: October-December

Program: George Clark Fiscal Year: FY23

Program Cost for The Period: \$ **See FY23 – YTD Transactions Sheet included with Request for Payment invoice.**

Month	New Client Applicants	Re-Applicants <i>(Use Commuter Connections Table 2A)</i>	Vanpools Formed	Transit Referrals	Community/ Employer's events
October	6	65	0	2	3
November	5	63	0	1	4
December	4	102	0	4	2
Quarterly Objectives	15	230	0	7	9

Promotional Activities: (check all utilized this quarter)

- 1. Newsletters
- 2. Radio
- 3. Television
- 4. Newspaper (regional)
- 5. Newspaper (local)
- 6. Yellow Pages
- 7. Press Conferences/Releases
- 8. Public Meetings
- 9. Social Media
- 10: Other (explain)

Re-App and Follow-up Best Practices

- 1) Block out a week on your calendar
- 2) Convert Purge Report to Excel, so that you can copy only the emails
- 3) Send email using Bcc to all on the list
- 4) If no response in 2 days, then call the **work number only**, (leave message if no answer)
- 5) Once you have heard from the commuter, go into there account and reregister
- 6) Make sure you add your notes
- 7) Send Ridematch if registered for GRH1 or Ridematching
- 8) If no response, then and only then do you let Commuter Connections send out a notice before they mark them in-active.

*It does not Look Good to your funders or Commuter Connections with
“ZERO numbers”*



**George Clark, CCTM, MWD-BS
Transportation Director**

**Tri County Council for Southern
Maryland**

P.O. Box 745 | 15045 Burnt Store Road | Hughesville,
MD 20637
d: 301-274-1922 ext. *319 | c: 301-643-7257 | f: 301-
274-1924

gclark@tccsmd.org | www.tccsmd.org



Q & A

