

**TDM EVALUATION GROUP**  
**MEETNG NOTES**  
**October 15, 2019**

1. Introductions

(Please see attached attendance sheet)

2. FY2020 Data Collection Activities and Schedule for Commuter Connections  
Regional Transportation Demand Management (TDM) Evaluation Project

Nicholas Ramfos reviewed the data collection schedule for FY2020 which was in the agenda packet. He covered the reports that have already been produced and endorsed for release include the 2019 State of the Commute Survey Technical Report and the 2019 GRH Applicant reports for both the Washington DC and Baltimore regions. He then discussed the upcoming data collection activities which included the Vanpool Driver Survey, Bike to Work Day survey, the Maryland employer Telework Survey, the regional Employer Outreach database analysis, a new Car Free Day survey, and the production of the draft FY2018 - FY2020 TM Analysis report.

3. FY2020 Vanpool Driver Survey

Lori Diggins stated that the interest of the Vanpool Driver survey is to learn more about vanpooling and how it operates in the region. This is a driver survey rather than a rider survey. The last time the survey was conducted was in 2008. The survey will be conducted electronically. It will require that we know who the survey respondents will be by email contact. An invitation will be compiled for each vanpool driver to complete. Assistance will be needed from regional vanpool providers and agencies and to alert drivers that the survey is coming. A drawing for three \$100 Amazon gift cards will be offered. Three to four weeks will be the timeframe of when the survey will be conducted in early January. The

sample will include and vanpool driving in the region. The group then discussed who should be the main contact to receive the survey. In some instances, there may be a vanpool coordinator and on other cases there may be a driver and a back-up driver. Joe Stainsby stated that the Virginia Vanpool Alliance will promote the survey during their vanpool workshop in November. There may also be situations where some of the owner-operated vanpools are not in a database. Mr. Ramfos stated that the idea is to get a representative sample of vanpools in the region and not a response for every single vanpool.

Ms. Diggins reviewed the survey questionnaire. Concerns with roll-over vehicles are no longer an issue and can be removed from the survey. This is also true for center aisle configuration. Ms. Diggins also stated that the questions with regards to the vans crossing the Beltway for a cordon have been eliminated because the data is no longer needed by COG. Additional questions on Wi-Fi access, autonomous vans and electric van use will also be added.

A revised survey questionnaire will be produced and sent out for additional comments. Once the survey is programmed, it will be tested, and group members are encouraged to help test the survey. Phil Winters asked whether the drivers self identify with vanpools if they are driving an SUV. Many in the group stated that the participants do self identify with vanpooling and the language should remain as is. Traci McPhail stated that the subject line should state Vanpool Survey vs. Vanpool Driver Survey.

#### 4. FY2020 Bike to Work Day Survey

Ms. Diggins stated that this was the sixth in a series of Bike to Work Day event surveys. This year's survey will be of those that participated in the May 2019 survey. Changes in biking frequency after the event will be examined. Changes to the survey include changes to the year from 2016 to 2019. Questions 2a-2d were added. A question on the type of bicycle used was added along whether the bike was an electric bike. Two additional questions were asked with regards to bike to transit and use of transit as part of bicycling.

## 5. FY 2020 Car Free Day Survey

Ms. Diggins stated that the Car Free Day survey is new for this fiscal year and will be used to determine travel behavior of Car Free Day event participants. Respondents will be asked about their experience with the event and modes used and how they traveled for work and non-work trips. Ms. Diggins then reviewed the survey questionnaire.

## 6. FY2020 Employer Telework Data Collection

Ms. Diggins discussed the FY2020 Telework Survey. Employers receiving assistance from Commuter Connections in Maryland are asked questions with regards to receiving the assistance and whether the assistance led to increases in teleworkers at the site. A formal report is not produced and data from the survey will be used as part of the FY 2018 - FY 2020 TDM Analysis. A separate analysis conducted through the Telework! VA program will also be part of the overall Employer Telework Analysis and results from that effort will be included into the final TDM Analysis Report.

## 7. FY 2020 Employer Outreach Program Analysis

Ms. Diggins discussed the approach with the Employer Outreach program analysis which is data from the regional ACT! database. She described the factors that go into the analysis and the modeling process. The analysis will be conducted in the February to March timeframe. Results will be interim and include data through December 2019 and then an Interim report will be produced and then updated with the remaining data through June 30, 2020. Employers that have updated program information, continued programs, or deleted programs will be included in the analysis.

## 8. FY 2018 - FY 2020 TDM Analysis Report

Ms. Diggins discussed the TDM Analysis Report. It is a calculation report that is conducted every three years and is a result of the Framework Methodology report. There is a section for each TDM program and detail on how the analysis was conducted as well as the goals and impacts of the program. The draft report will be completed by June 30th with data through December 2019 and then an updated report will be completed by summer 2020 and presented to the Commuter Connections Subcommittee by September 2020. The final report will be presented to the Subcommittee for endorsement and release in November.

## 9. Next Steps

Mr. Ramfos stated that this would be the last TDM Evaluation Group meeting for this fiscal year and asked that if any meeting participants had any additional input on the surveys presented today to contact him in the next week or so. An updated Vanpool Survey will be sent to the group for additional review and feedback in about a week. He also thanked meeting participants for their contributions.