

**Commuter Connections Subcommittee  
Meeting Minutes**

**Tuesday, January 27, 2009**

**Chairperson: Anna McLaughlin, District of Columbia Department of  
Transportation**

**Vice Chairperson: Willie Epps, Prince George's County Department of Public  
Works & Transportation**

**Staff Contact: Nicholas Ramfos (202) 962-3313**

**Item #1 Introductions**

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

Chair, Anna McLaughlin called the meeting to order by introducing herself and asking the rest of the attendees to do so (*See attached attendance sheet*). An appreciation certificate was presented to Charlene (Gus) Robey with VDRPT who was retiring. Nicholas Ramfos, Ron Kirby and Joan Rohlf of COG Staff, Jon Williams of TRB, Ronald Mitchell of DDOT and Cynthia Fondriest of Strategic Transportation Initiatives; made remarks on behalf of Ms. Robey's accomplishments and her impending retirement.

**Item #2 Minutes of November 18, 2008**

*Approval was sought for the November 18, 2008 Commuter Connections Meeting Minutes.*

There was a motion and a second to approve the minutes of the November 18<sup>th</sup> meeting as written.

**Item #3 2008 Bike To Work Day Draft Report**

*Mark Hersey, COG/TPB staff briefed the Commuter Connections Subcommittee on the BTWD Draft Report.*

Mr. Mark Hersey, presented the substantive changes made to the Draft 2008 BTWD event report based on comments received during the established comment period deadline of December 9, 2008. The Bike to Work Day Steering Committee was briefed on the final report on January 14, 2009. There was a motion and a second to approve the release of the 2008 BTWD draft report.

**Item #4 Regional Carshare Survey Draft Report**

*Nicholas Ramfos, COG/TPB Staff briefed the Commuter Connections Subcommittee on the Regional Carshare Survey Draft Report and distributed handouts.*

Mr. Ramfos briefed the subcommittee on the substantive changes that were made to the regional Carshare Survey report. The revised report was presented to the Subcommittee on November 18<sup>th</sup> for review and comment and a November 28<sup>th</sup> comment deadline was established. Mr. Ramfos reviewed several substantive changes made to the Carshare Survey Draft Report. There was a motion and second to approve the release of the draft Regional Carshare Survey Report.

**Item #5 Draft TERM Analysis Report**

*Nicholas Ramfos, COG/TPB Staff briefed the Commuter Connections Subcommittee on the Draft TERM Analysis Report.*

Mr. Ramfos briefed the Subcommittee on the substantive changes made to the draft 2006 – 2008 TERM Analysis Report. The draft report was presented to the Subcommittee on November 18<sup>th</sup> for review and comment. The comment period established ended on December 12<sup>th</sup>. Language was added to document the impacts the TERMS had for PM 2.5, PM 2,5 Precursor NOx, and Carbon Dioxide. Mr. Ramfos reviewed other substantive changes made to the report. Mr. Ramfos also stated that the results from the report would be used to update the regional TERM tracking sheet. There was a motion and a second to approve the release of the 2006-2008 draft TERM Analysis Report.

**Item #6 Carpool Incentive Project Study**

*Mr. Jonathan Rogers COG/TPB Staff briefed the subcommittee on the final draft of the Carpool Incentive Project Study.*

Mr. Jonathan Rogers briefed the Subcommittee on the substantive changes made to the Carpool Incentive Project Study draft report. The report was presented to the Subcommittee on November 18<sup>th</sup> for review and a November 28<sup>th</sup> comment period was established. Mr. Rogers presented the report and commented on the changes made to page 19 where the reference to the BW Parkway was added and on pages 17-20 where maps were added to show the recommended corridors for the implementation of the incentive. There was a motion and a second to approve the release of the draft Carpool Incentive Study Report.

Mr. Ramfos stated that there would be a call for volunteers to assist COG/TPB staff in determining the project's implementation logistics.

**Item #7 FY 2010 Work Program Development**

*Mr. Nicholas Ramfos COG/TPB Staff, briefed the Subcommittee on the substantive changes made to the draft FY2010 CCWP based on the comments received during the established comment period.*

Mr. Ramfos briefed the Subcommittee on the substantive changes made to the FY 2010 draft CCWP. The draft document was presented to the Subcommittee

on November 18<sup>th</sup> for review and comment and a December 5<sup>th</sup> comment period was established. Language was added to page 3 to fully describe the Commuter Connections Strategic Plan document. Page 6 of the document was updated to add in the most recent transportation and emission impacts for the Commuter Connections implemented TERMS. Costs along with the narrative were updated to remove the Virginia portion of the Telework TERM. The Virginia Department of Transportation wrote a letter to COG requesting the removal of the project from the FY 2010 CCWP and will use the funds for marketing and advertising the Telework!VA project in Northern Virginia.

Next, Mr. Ramfos stated that a footnote was added to Table 2 to clarify the funding availability for the Carpool Incentive Demonstration project. Language was also added on Page twenty to clarify the review role of the Regional TDM Marketing Group. Language was also added on Page 24 to clarify that the Carpool Incentive Demonstration project would be implemented on three specific corridors and that their would be an evaluation component.

Next, Fatemah Allahdoust added a stated that VDOT would also be requesting the removal of the pass-thru dollars for the Employer Outreach TERM to Northern Virginia Jurisdictions as well as the Administrative costs from the Employer Outreach TERM. Mr. Ramfos stated that COG/TPB staff would not be in support of the request and that the current draft of the draft CCWP would remain as shown. After considerable discussion regarding this issue, Ms. MgLaughlin asked for a motion to approve the release of the draft FY 2010 CCWP as shown. There was a motion and a second; however the document was not approved as shown. Mr. Ramfos stated that staff would proceed with the document as shown with VDOT's request and a recommendation from staff that the request not be adopted by the TPB.

**Item #8**

**Bicycle Routing Module on TDM Software**

*Mr. Ross Edgar, COG/TPB Staff, postponed the presentation for the next Commuter Connections Subcommittee Meeting.*

**Item #9**

**2009 Employer Recognition Awards**

*Mr. Douglas Franklin, COG/TPB Staff briefed the subcommittee on the status report on the 2009 Employer Recognition Awards.*

Mr. Franklin briefed the Subcommittee on the Employer Awards and discussed the survey regarding the various aspects and logistics of the event that was underway. The survey was due to receive feedback on January 30<sup>th</sup>. Mr. Franklin also stated that for the FY 2009 Awards, the nomination deadline is Friday, January 30<sup>th</sup>.

**Item #10**

**Briefing on Regional Green House Gas Emissions Addressing Climate Change in the Region.**

*Ron Kirby, COG/TPB Staff, briefed the Subcommittee on the link between greenhouse gas emissions TDM and metropolitan planning.*

Mr. Kirby gave a presentation on the MPO Role: Coordination of Comprehensive Transportation Planning for Reduction of VMT and Regional Climate Action. Mr. Kirby discussed how the region should address CO<sub>2</sub>; a global or national cap and trade program (e.g. Lieberman-Warner Bill) or a carbon tax is expected to set a price threshold for CO<sub>2</sub> abatement, which will help determine cost-effectiveness of strategies. TPB is currently Using goals set in COG Climate Change Report of November 2008

- Return to 2005 levels by 2012
- 20% below 2005 levels by 2020
- 80% below 2005 levels by 2050

The effectiveness shows that some CO<sub>2</sub> reductions can be accomplished by reducing congestion and improving operational efficiency. Different combinations of interventions can be assessed for cost-effectiveness and feasibility, from fuel efficiency, fuel carbon intensity and reduce vehicle travel. TDM also plays a role with greenhouse gas emission reductions.

**Item #11      2nd Quarter Budget Report**

*Townanna Hinton, COG/TPB Staff, postponed discussing the Commuter Connections<sup>2nd</sup> quarter budget report for the next Commuter Connections Subcommittee Meeting.*

**Item #12      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, March 17, 2009 at 12 noon.**