

**EMPLOYER OUTREACH COMMITTEE**

Tuesday, October 18, 2022  
10 a.m. to 12 noon

Metropolitan Washington Council of Governments

Chairperson: Marie Cox, Arlington Transportation Partners  
Vice Chairperson: Kendall Tiffany, Frederick County  
Staff Contact: Mark Hersey (202) 962-3383

**MEETING NOTICE AND AGENDA**

1. Introductions (5 minutes)
2. Review of 7/19/2022 Meeting Notes (5 minutes)
3. Change of Chairperson and Seating of New Vice Chair (5 minutes)
4. Final Fourth Quarter FY2022 and Draft First Quarter FY2023  
Conformity Verification Statements (5 minutes)
5. Flexible Vanpool (20 minutes)  
The Committee will be presented with information on recent efforts for  
Flexible vanpooling in the region.
6. Hybrid Work Guidelines (20 minutes)  
COG/TPB staff will update the committee on new Hybrid work  
policies and agreements as well as a list of do's and  
don'ts for employees and managers which were recently developed  
and published.
7. ACT! Database Update (10 minutes)  
COG/TPB staff will update the committee on the regional database as well  
as upcoming upgrades.
8. FY2023 TDM and Sales Training Sessions (5 minutes)  
Mark Hersey, COG/TPB staff, will discuss the status of  
the Employer Outreach training sessions for this fiscal year.
9. FY2023 Employer Outreach Analysis Schedule (15 minutes)  
COG/TPB staff will discuss the FY2023 Employer Outreach  
analysis schedule as well as activities that will need to be  
undertaken by each jurisdiction to prepare for the data collection  
and analysis activities.

NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD, 777 NORTH CAPITOL STREET, N.E., SUITE 300,  
WASHINGTON, DC 20002-4239

**THE COMMUTER INFORMATION SOURCE FOR MARYLAND, VIRGINIA AND THE  
DISTRICT OF COLUMBIA**

10. Employer Outreach Roundtable (20 minutes)  
Group members can share challenges and successes they have encountered in recent TDM outreach activities.
11. Other Business (5 minutes)

***The next Employer Outreach Committee meeting is scheduled for Tuesday, January 17, 2023 at 10 a.m.***

*Reasonable accommodations are provided upon request, including alternative formats of meeting materials. Visit [www.mwcog.org/accommodations](http://www.mwcog.org/accommodations) or call (202) 962-3300 or (202) 962-3213 (TDD).*