

**Commuter Connections Subcommittee
Meeting Minutes**

Tuesday, March 15, 2011

Chairperson: Gabriel Ortiz, City of Alexandria
Vice Chairperson: Lorraine Taylor, (WMATA) Washington D.C.
Staff Contact: Nicholas Ramfos (202) 962-3313

Item #1 Introductions

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

Gabriel Ortiz, called the meeting to order by introducing himself and asking the rest of the attendees to do so.

Item #2 January 18, 2011

Approval was sought for the January 18, 2011 Commuter Connections Meeting Minutes.

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

Item #3 FY 2010 Guaranteed Ride Home (GRH) Customer Satisfaction Survey

Douglas Franklin of COG/TPB Staff briefed the Subcommittee on substantive changes made to the FY2010 draft survey.

Mr. Franklin briefed the committee on the FY 2010 draft Customer Satisfaction Survey. The draft document was presented to the Subcommittee on January 18, 2011 and a deadline was established for February 8th. Changes were made to the percentages on pages 4 and 7. There was a motion to endorse the survey report for release.

Item #4 2010 Bike to Work Day Event Draft Survey Report

Nicholas Ramfos of COG/TPB Staff briefed the Subcommittee on the draft 2010 BTWD event report.

Mr. Ramfos briefed the Subcommittee on draft 2010 BTWD event report. Highlights from the survey Results were presented to the Subcommittee at the previous meeting held on January 18th, presented by Lori Diggins. A comment period was established for April 5th.

Item #5 Commute Calculator Demonstration

Mr. Patrick Holway, Base Technologies demonstrated the new Commute Log Calculator.

Mr. Holway gave a demonstration on a new module for the Commuter Connections TDM software system, for commuters to log their trips. The commute calculator will record daily commute behavior and calculate transportation and emission impacts. The calculator gives a cumulative total for every trip that is logged. A commuter has to have an employer in the database before they receive access to the commute log. The commute log will be deployed as soon as COG/TPB staff gives final approval.

Item #6 2011 Bike to Work Day Event

Douglas Franklin of COG/TPB Staff briefed the Subcommittee on the status of the BTWD Event.

Mr. Franklin, COG TPB staff, will brief the Subcommittee on the status of the regional Bike To Work Day Event slated for May 20th, which will cap off National BTWD week. In 2010 there were 9,200 registrants. In 2011, the Bike to Work Day Steering Committee approved an event participation goal 10 percent above the previous year, which will bring event participation to over 10,000 for the first time. Mr. Franklin announced this years' theme "Gear Up" and showed a sample of the purple t-shirt for the upcoming BTWD event. Last year we had 35 pit stops and this year we will be adding 14 more pitstops, bringing us to a total of 49 pit stops, which is a 40% increase. Mr. Franklin thanked Anna McLaughlin of DDOT for organizing most of the growth from DC and the other half is from Prince William County.

Item #7 Update on the TPB Regional Priority Bus

Wendy Klancher COG/TPB.

Wendy Klancher, COG/TPB staff, presented on the TPB's 2011 project solicitation under the Job Access Reverse Commute (JARC) and New Freedom programs. Funds are available for projects that improve transportation options for those who face mobility constraints because of limited-incomes or a disability. Ms. Klancher provided details of the solicitation and project examples that may be of interest to the group, such as vanpools for low-income workers, shuttles to major employment sites and transportation vouchers. FTA rules required a 20 percent match for capital projects and a 50 percent match for operating projects. A brochure with more information on the solicitation and eligible projects was handed out.

Ms. Klancher stated that applications are due April 13 at 2pm. All applications go through a competitive selection process which is described at www.tpbcoordination.org; this website also has the application available to download in MS Word. Any agency or organization wishing to apply must attend a pre-application conference; the next conference is scheduled for March 22 at M-NPPC in Silver Spring. Ms. Klancher encouraged agencies interesting in applying to contact herself or Beth Newman, the JARC and New Freedom grants manager, with any questions.

Item #8 Rising Gasoline Price Discussion

Nicholas Ramfos COG/TPB Staff briefed the Subcommittee on the recent rise in gasoline prices and its effect on ridematching applications.

Mr. Ramfos briefed the Subcommittee on the recent rising of gasoline prices. A handout was distributed which shows the increase of gas prices from March 2010 through February, 2011 and reflects the increase in ridematching applicants. Commuter Connections will be doing the Gas Pump Toper advertisements again. Gas prices from March, 2010 – February, 2011 increased by 70 cents and the number for ridematching applicants from January 2010 to February 2011 increased by 201 applicants.

Item #9 FY2012 Commuter Connections Work Program (CCWP) Development.

Nicholas Ramfos, COG/DTP staff, briefed the Subcommittee on the status of the FY12 CCWP.

Mr. Ramfos briefed the committee on the FY2012 Work Program. The CCWP was originally distributed to the Subcommittee on November 16th with a comment period received through December 3rd. The draft document was revised and presented to the state funding agencies, who provided additional comments. The changes were made to the Marketing Budgets, for Employer Awards, Bike to Work Day and Car Free Day. The Subcommittee endorsed the document for release on January 18th. The work program was released for public comment on February 16th by the National Capital Region Transportation Planning Board (TPB) and an approval from the TPB is being sought on March 16th.

Item #10 Quarterly Progress Report

Carlos Tovar, COG TPB staff distributed and discussed the Commuter Connections 2nd Quarter FY 2011 CCWP Progress Report.

A copy of the second quarter FY 2011 CCWP progress report was distributed to the Subcommittee. Mr. Tovar reviewed the report and went over the program elements and associated data and asked if there were any questions or comments.

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, May 17, 2011 at 12 noon.