



Meeting Notes
Bike to Work Day Steering Committee
September 14, 2016

1. Introductions

Steering Committee members, guests and other attendees introduced themselves by name and affiliation.

2. Approval of Minutes

The May 11, 2016 Bike to Work Day Steering Committee meeting notes were approved as written.

3. Change of Chairperson

George Phillips from Prince William County was recognized with a plaque for his service as the 2016 event Committee Chairperson. Each year the Bike to Work Day Chair position is rotated between D.C., Maryland and Virginia, and within each state by jurisdiction. Michelle Valeri from Capitol Hill BID was welcomed as the new Chairperson of the Bike to Work Day 2017 Steering Committee.

4. 2016 Event Recaps from Pit Stop Managers

Pit stop managers provided recaps on activities surrounding their local Bike to Work Day events held on May 20, 2016.

5. 2016 BTWD Slideshow

A slideshow of photographs provided to COG/TPB staff by various pit stop managers was shown. The presentation provided a visual look of local Bike to Work Day events which took place throughout the Washington metropolitan region this past May. More than 40 percent of pit stops submitted photos. Commentary was provided by some of the pit stop managers in attendance.

6. 2016 Employer Challenge

Each year Commuter Connections holds a challenge for employers to help encourage participation in the Bike to Work Day event. The National Institutes of Health, with over 500 bicyclists had the greatest level of overall participation in 2016. Other top employers for 2016 included U.S. Department of State, U.S. Navy, U.S. Department of Justice, and World Bank Group. The United States Navy was randomly selected from these top five employers to receive a luncheon for their bicyclists. On June 30th at Naval Support Activity, Bethesda (NSAB), Commuter Connections and Washington Area Bicyclist Association participated in a brief ceremony to recognize the Navy's outstanding support of this year's Bike to Work Day. A plaque was presented by COG and WABA staff to Commanding Officer, Captain

Marvin Jones and (NSAB) Executive Director, Bill Meekins. Special thanks to Ryan Emery for coordinating the luncheon activities. In 2016 there was a Navy employee registered at 44 of 83 Bike to Work Day pit stops. The top five most registered pit stops for Navy personnel were: Old Town Alexandria, Capitol Riverfront, Crystal City, Naval Support Activity Bethesda, and Rosslyn. Commuter Connections' summer newsletter insert distributed to federal government agency Employee Transportation Coordinators featured the luncheon.

7. 2016 BTWD Draft Event Report

Mark Hersey, COG/TPB staff presented the 2016 Bike to Work Day Event Draft report. The report acknowledges those involved in coordinating the event, provides a snapshot of activity from each pit stop; number of bicyclists, samples of the marketing materials used to promote the event; and media coverage. Committee members were asked to review the draft document and submit any edits to docomments@mwkog.org by October 14, 2016.

8. Date of Bike to Work Day 2017

The month of May was established as National Bike Month in 1956 by the League of American Bicyclists. This year, Bike to Work Week will occur the week of May 15th; and Bike to Work Day will be held on Friday, May 19, 2017.

9. Other Business

COG/TPB staff noted that Car Free Day is Thursday, September 22 and asked Committee members to help promote the event. Extra flyers were made available. Among the bike related raffle prizes available for those who visit the web site and take the Car Free Day pledge are Capital Bikeshare annual memberships and a gift certificate to The Bike Rack.

The next Bike to Work Day Steering Committee meeting is scheduled for Wednesday November 9, 2016, 10:00-11:30 a.m., meeting rooms 4 & 5.