

**MEETING NOTES
COMMUTER CONNECTIONS
RIDEMATCHING COMMITTEE**

**Tuesday, March 16, 2009
10:00 a.m. - 12:00 p.m.**

**Metropolitan Washington Council of Governments
777 North Capitol Street, N.E.
COG Board Room, Third Floor**

Chairperson: Debra Adams, MTA
Vice Chairperson: Hollen Kimel, Link - Reston

COG Staff Contact: Stephen Finafrock, 202/962-3385 or sfinafrock@mwkog.org
(Note: If you cannot attend this meeting, please call 202/962-3327.)

1. Introductions

The committee members were asked to introduce themselves.
Debra Adams, MTA, called the meeting to order by introducing herself and asking the rest of the attendees to do the same.

2. Minutes of the December 15, 2009 Meeting

Approval was sought for the December 15, 2009 Commuter Connections Ridematching Committee meeting minutes. The meeting minutes were approved as written.

3. Upcoming Fairs and Promotions

COG/TPB staff attended a Continuity of Operations Planning session held at MWCOC. North Bethesda staff attended events at Trans-western, US NRC, Marriott, Bloomingdale's and Macy's and planned for their upcoming BTWD pit stop. Jim McAllister from Tri – County reported that staff had participated in BTWD Pit stop planning, a mobile TDM classroom and Patuxent River higher education fairs. Heather McColl with ARTMA reported that she had participating in Baltimore Metropolitan Clean Car Clinics and had also noticed an increase in call volume. Lillian Bunton of BMC reported that she also participated in the Clean Car Clinics and BMC promoted "Clean Commute Month." Events were held at the Towson Town Center and in Carroll County as well.

Pat Fielder of Harford County briefed the committee about an initiative known as "Healthy Harford" to increase health awareness. Part of the program includes three (3) BTWD contests including the "Bling Bike Contest," an Art poster Contest aimed at Middle School students, and a bike survey. Roberta Jackson of Howard County reported several events including: a job and career fair at Howard County Community College, a new partnership with LL Bean Inc. for the Spring Sports Weekend (April 9-11), an event at the Mall at Columbia on April 17th. Ms. Jackson also reminded the group that May is Bike Advocacy and Awareness Month and mentioned a Kinetic Art Fair on June 12th. Keith Bounds from MDOT reported that MDOT and BMC were hosting a series of "Telework Baltimore" webinars. Dotty Dalphon from Frederick County, MD reported that her staff was

participating in Earth Day festivities at Ft.. Detrick. EDawn Bodden of Fairfax County spoke about helping commuters manage the Dulles Rail construction with a free Tyson's Connector bus from Prince William County to Fairfax County and an upcoming Earth Day Fair. Judy Galen from Loudoun County, Virginia reported on an event at INOVA Loudoun and a ridematching program through the Loudoun County Public Schools. Christopher Arabia of VDRPT mentioned a joint Telework Exchange and Telework VA! event to be held at Tyson's Corner on May 19th.

4. Employer Record Interface Changes

Patrick Holway with Base Technologies demonstrated some updates and changes to the employer record portion of the TDM System. The ability to update and edit employers has become necessary as the amount of duplicate records in the TDM System continues to grow. Mr. Holway demonstrated a prototype of the interface which will later be tested and verified by COG/TPB staff. The changes to interface will allow for the consolidation of duplicate records and the elimination of outdated or un-needed records. COG/TPB will be considering which access rights will be assigned to this interface in the future.

5. Carpool Incentive Program Update

Stephen Finafrock, COG/TPB staff, briefed the committee on the status of the 'Pool Rewards Program. Mr. Finafrock indicated that since the corridor restrictions had been lifted enrollment had increased greatly. A copy of the press release regarding the expansion of the program was distributed to the committee. He also mentioned that a few participants were nearing completion of the 'Pool Rewards program. These participants will need to seek supervisor approval of their commute logs and then complete a short survey in order to receive the benefit. Mr. Finafrock reported that approximately 210 commuters were currently participating in the 'Pool Rewards program.

6. TDM System/Error Reporting Update

Stephen Finafrock, COG/TPB staff disturbed a memo containing detailing new reports. The reports are still under development by COG/TPB staff. They will probably including a "New Registrants Report," an "Under Review Report," and an "Aging Commuter Report." These reports should help Rideshare Coordinators provide an elevated level service to the commuters in the TDM System. He also stated reports of TDM System errors have been down, indicating bugs and flaws in the system had been addressed.

7. GIS Information Update

Ross Edgar, COG/TPB staff attempted to demo the online Park-N-Ride map. Technical difficulties prevented Mr. Edgar from being able to perform the demonstration. The committee discussed the printed version of the Park-N-Ride map and Mr. Edgar agreed to demonstrate the map during the next Ridematching Committee Meeting.

8. Client Site Status/Roundtable

Several members expressed an interest in having access to the employer edit function currently under development by the development team. Several members thought it would be helpful to remove unused reports and the majority of the attendees expressed an interest in attending a session at COG on report usage. Additional discussion occurred about cleaning up unused reports as well as coming up with new reports

9. Other Business/Upcoming Agenda Items

The next Ridematching Committee meeting will be held on Tuesday, June 15, 2010 at 10 a.m..