

**EMPLOYER OUTREACH COMMITTEE**

Tuesday, October 15, 2013

10 a.m. to 12 noon

Metropolitan Washington Council of Governments

777 North Capitol Street, NE

Third Floor, COG Board Room

Chairperson: Holly Morello, PRTC (703) 580-6130

Vice Chairperson: Deanna Reed, Prince George's County (301)883-5688

Staff Contact: Mark Hersey 202/962-3383

**MEETING NOTICE AND AGENDA**

1. Introductions (5 minutes)
2. Review of 7/16/13 Meeting Notes (5 minutes)
3. Installation of New Chairperson and Announcement of New Vice Chair (5 minutes)
4. Fourth Quarter FY2013 and First Quarter FY 2014 Conformity Verification Statements (5 minutes)
5. Employer Case Studies (10 minutes)  
The Committee will be updated on the production of FY 2013 Employer Outreach case studies and new case study prospects for FY 2014.
6. Employer Outreach Levels of Participation (10 minutes)  
The Committee will be briefed on the final Levels of Participation for the Employer Outreach TERM. A comment period of August 16<sup>th</sup> was set during the July Committee meeting.
7. Multi-Site Corporate Sites (15 minutes)  
The Committee will discuss strategies on how to handle large multi-site locations with regards to outreach activities.
8. Training Update and Review (5 minutes)  
COG/TPB staff will brief the committee on the year's training and the upcoming year's sessions
9. ACT! CRM Update and Training (15 minutes)  
The Committee will be briefed on an upcoming update to the regional ACT! database and associated training. In addition, COG/TPB staff will review upcoming evaluation projects affecting the regional database.
10. Employer Outreach Roundtable (40 minutes)  
Group members can share challenges and successes they encountered in recent TDM outreach activities.

11. Other Business

(5 minutes)

***The next Employer Outreach Committee meeting is scheduled for January 21, 2014 at 10 a.m.***