

State Agency CTR Advisory Group
Meeting Agenda
Thursday July 28, 2022
10:00 – 11:30 am Teams Meeting

Attendees: Attendees: Jerrielyn Danielson (DOL), Jeff Coler (HCA), Guadalupe Canales (DFI), Stacey Brewster (UTC), Veronica Jarvis (TRPC), Nicole Dumas (OFM), Karen Parkhurst (TRPC), Jacob Rain (ECY), James Hazzard (DOR), Kyle McPherson (IT)
Guests: Clarissa Easton (DES), Samuel Hunt (WSDOT), Celeste Gilman (WSDOT)

AGENDA ITEMS

<p>1. Welcome – Hopefully, everyone is finding ways to stay cool!</p>
<p>2. Individual agency needs regarding Vehicle Miles of Travel reduction – Guests Celeste Gilman and Samuel Hunt</p> <ul style="list-style-type: none">- Discussion took place around Telework incentivizing and how it will be a difficult buy off with some agencies and the legislature.- PowerPoint: Attached in email.- VMT Reports shared: https://wsdot.wa.gov/sites/default/files/2022-01/VMT-Targets-Technical-Report-December2021.pdf https://wsdot.wa.gov/sites/default/files/2022-06/VMT-Targets-Interim-Report-June2022_0.pdf- Contact Information: Celeste Gilman, GilmanC@WSDOT.WA.GOV Samuel Hunt, HuntSam@WSDOT.WA.GOV
<p>3. Parking – LCM projects impact on Capitol Campus parking – Guest Clarissa Easton</p> <p>Two reports shared: Attached in email. Discussion took place regarding:</p> <ul style="list-style-type: none">- Current parking lot usage and the creation of new parking areas and their future use.- Request for more bike lanes and secured bike cages- Questions on Legislative Campus Modernization project to clarissa.easton@des.wa.gov
<p>4. Update on State Agency CTR webpage – Webpage will go live within two weeks.</p>
<p>5. Update – Week Without Driving Campaign</p> <ul style="list-style-type: none">- Week Without Driving week of September 19-25- Veronica previously shared information regarding this campaign via email. See attached in this email- Attached is Christie’s internal work plan for WSDOT. Please keep in mind this is a work in progress and there are also just notes for my reference. Copy and paste if needed!
<p>6. Return to office updates/Veronica’s Corner – Veronica and All</p> <ul style="list-style-type: none">- Reminder – ETC Get-together is August 17th at Lions Park picnic shelter, 800 Wilson St. SE, Olympia 98501, 12:30 to 2:00. Learn about Hybrid Work Champion, eat some ice cream and talk about alternative commutes/transportation. Please be sure you responded to Veronica’s meeting invite.- How are agency’s having their employees report out their CTR trips? Mix of RideshareOnline and individual documents. RideshareOnline may be a better option?

- Here are links for RideshareOnline training:
- Basic Admin Orientation online -- <https://www.youtube.com/watch?v=DUIb0ILfvac>
- Incentive Management Orientation -- <https://www.youtube.com/watch?v=dJRBAIAobJM>
- Knowledge base training site that the developer created to help with RSO training -- <https://desk.zoho.com/portal/smartrideshare/en/home>
- Veronica sent us RideshareOnline resources back in March via email. I have attached her email

7. Action items, agenda topics for next meeting, and closing comments

Next meeting agenda topics:

- Vanpools – change in billing
- RideshareOnline overview

Action items

Group will: get back to Christie with future topics and agenda items