

State Agency CTR Advisory Group  
Meeting Minutes  
Thursday August 25, 2022  
10:00 – 11:30 am Teams Meeting

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**Attendees:** Laney, Stacy (AGR), Veronica Jarvis (TRPC), Teresa Reno (ECY), Guadalupe Canales (DFI), Heather Nicole Saladino (WSDOT), Nicole Dumas (OFM), Kyle McPherson (IT),

**Guest:** Omoro with RideshareOnline

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## AGENDA ITEMS

<b>1. Welcome</b>
<ul style="list-style-type: none"><li>• <b><a href="#">RideshareOnline</a> Overview - Omoro with RideshareOnline</b></li><li>• <b>Omoro did a quick overview about what can be done with RideshareOnline. If you would like administrative access so that you can use it for your agency, please reach out to Kerry Wilson - <a href="mailto:kwilson@intercitytransit.com">kwilson@intercitytransit.com</a> at Intercity Transit.</b></li><li>• <b>Here are links for RideshareOnline training:</b><ul style="list-style-type: none"><li>- Basic Admin Orientation online -- <a href="https://www.youtube.com/watch?v=DUIb0ILfvac">https://www.youtube.com/watch?v=DUIb0ILfvac</a></li><li>- Incentive Management Orientation -- <a href="https://www.youtube.com/watch?v=dJRBAIAobJM">https://www.youtube.com/watch?v=dJRBAIAobJM</a></li><li>- Knowledge base training site that the developer created to help with RSO training -- <a href="https://desk.zoho.com/portal/smartrideshare/en/home">https://desk.zoho.com/portal/smartrideshare/en/home</a></li></ul></li></ul>
<b>2. Intercity Transit – changes to vanpool billing options – Kyle McPherson</b> <ul style="list-style-type: none"><li>• <b>Moved to September’s meeting</b></li></ul>
<b>3. Annual CTR Fall Report – Veronica</b> <ul style="list-style-type: none"><li>• <b>Heads up that it is coming!</b></li></ul>
<b>4. Week Without Driving – Veronica</b> <ul style="list-style-type: none"><li>• <b>If you would like #WeekWithoutDriving notepads, please let Veronica know.</b></li></ul>
<b>5. Back to Office Updates – Veronica – No changes.</b>
<b>6. Action items, agenda topics for next meeting, and closing comments –</b> <ul style="list-style-type: none"><li>• <b>We are moving the Vanpool changes for IT to our September meeting.</b></li><li>• <b>Please let me know if you have any suggestions for our next meeting on September 22<sup>nd</sup>.</b></li></ul>