



## EMPLOYER OUTREACH COMMITTEE

Tuesday, April 15, 2008  
10 a.m. to 12 noon

Metropolitan Washington Council of Governments  
777 North Capitol Street, NE  
First Floor, Rooms 4 & 5

Chairperson: Mark Sofman 301/565-7378  
Vice Chairperson: Justin Schor 202/680-4513  
Staff Contact: Mark Hersey 202/962-3383

### MEETING NOTICE AND AGENDA

1. Introductions (5 minutes)
2. Review of 01/15/07 Meeting Notes (5 minutes)
3. Final Conformity Report for Second Quarter FY2008 (5 minutes)  
Draft Conformity Report for Third Quarter FY2008
4. TDM Software System Update (10 minutes)
5. Upcoming Training Sessions (10 minutes)  
The upcoming Telework training session and possible training sessions for the next fiscal year will be discussed.
6. ACT! Database and Data Procedures Review (10 minutes)  
The Committee will be updated on the ACT! Database upgrade and recent training sessions.
7. Telework Update (5 minutes)  
Staff will present information on Telework activities
8. Live Near Your Work Update (5 minutes)  
Updates on recent or upcoming LNYW events and outreach efforts
9. TERM Analysis and Discussion Review (10 minutes)  
The committee will be updated on the progress of the Employer Outreach TERM Analysis
10. Employer Portfolio Use (5 minutes)  
Staff will review information use of the new outreach portfolios
11. Employer Outreach Roundtable (15 minutes)

NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD, 777 NORTH CAPITOL STREET, N.E., SUITE 300, WASHINGTON, DC 20002-4239

**THE COMMUTER INFORMATION SOURCE FOR MARYLAND, VIRGINIA AND THE DISTRICT OF COLUMBIA**

Group members can share challenges and successes they encountered in recent TDM outreach activities.

12. Other Business

(5 minutes)

***The next Employer Outreach Committee meeting is scheduled for July 15, 2008 at 10 a.m.***