

**MEETING NOTICE AND AGENDA**

**TELECOMMUTING AD-HOC GROUP**

Wednesday, October 5, 2005

10:00 a.m.-12:00 Noon

Metropolitan Washington Council of Governments

777 North Capitol Street, N.E.

DTP Conference Room

*(Note: Please go to the 3<sup>rd</sup> Floor Receptionist's Desk and wait to be Escorted to the Meeting Room)*

Chair: Linda Stewart Byrd 410-865-1308  
Staff Contact: Danette Campbell 202-962-3286

**Note: If you cannot attend this meeting, or if you would like to attend via conference call, please contact Danette Campbell ([dcampbell@mwkog.org](mailto:dcampbell@mwkog.org)).**

ITEM#	ACTION
1. Introductions	(5 minutes)
2. Minutes of April 6, 2005 meeting	Approve
3. Change of Chairperson	(10 minutes)
4. Telework Resource Center Update	(10 minutes)
Danette Campbell will give an update on recent activities of the Commuter Connections Telework Resource Center.	
5. Employer Workshops Draft Report	(15 minutes)
Danette Campbell will present the 2005 Employer Workshops Draft Report for review.	
6. Telework Exchange	(15 minutes)
Nicholas Ramfos will provide information about the Telework Exchange and their recent regional telework marketing campaign.	
7. OPM/GSA Initiatives	(15 minutes)
Billy Michael will update the group on current OPM/GSA Telework initiatives and COOP.	
8. WMTC	(15 minutes)
Tammy Ussery will give a status report about the recent offer of no-cost telework center space for federal employees.	
9. GSA	(15 minutes)
Theresa Noll will provide an overview Of GSA's Telework Technical Cost Study.	

10. Other Business

(10 minutes)

**Note:** The next meeting of the Telecommuting Ad-Hoc Group will be held on January 4, 2006 at 10:00 a.m. at the Metropolitan Washington Council of Governments. Please contact Danette Campbell via email at [dcampbell@mwkog.org](mailto:dcampbell@mwkog.org) if you would like to attend this meeting by conference call.