**Sarthak & Avery Meeting Notes**

**Tuesday, July 27th, 2021**

**Topic:** Commuter Program

* Collaborate with several different departments
	+ Veo is a company
	+ Justify the point system (ex: Numerical values)
* Program will directly go through parking
	+ Ask users to relinquish parking passes, then utilize bus service
* High % of staff lives outside of campus district area
	+ Use free parking lots, then take bus
* Parking load is low in parking lots and high traffic areas
* ~17,000 staff
	+ Goal: Enroll 100 people by FY24-25, Enroll 500 by FY30
* PRIORITY
	+ 1) Primary focus is University incentives through University Stakeholders
	+ 2) Third-party organizations and Contracted Groups (such as Veo and Zipcar)
		- Veo membership
		- Campus Bike Center membership
* INSPIRATION: Clean the Air Challenge (Utah)
* Use of QR Code
	+ Keep in mind the average age of staff, including technological barriers
* Point System
	+ Veo --> Can track number of uses
	+ Users can input steps
	+ App on phone
		- “I’ve parked outside, now I'm going to bus/hike”
		- Captures number of steps taken or miles traveled
		- Can be difficult on app development individuals
		- Comparisons for App Development (GPS tracking):
			* Safer Illinois – Uses Bluetooth
			* Illini Bus App
	+ Point distribution
		- There are not enough bikes on campus available for everyone
		- In order of most to least points awarded:
			* Bike (Veo with more points than personal bikes – still deciding)
			* Walk
			* Bus (easy & readily available to all)
* HR will provide more information about telecommuting (Number of interested and participating staff & faculty)
* Carpooling can be incorporated at a later stage
* ISTC ?? (I had this name written down, but no notes around it)
* Next Steps:
	+ Meeting with Sarthak, Morgan, and Stacey to discuss current ideas about the program
	+ Meeting with Sarthak, Morga, Stacey, and Avery after preliminary discussion
	+ For Avery:
		- Go over the Clean the Air case study, find information and data about our campus that fits the case studies metrics
			* Can find information on iCAP portal, or reach out to Meredith who has information about transportation
		- Send over link to recording & notes to Sarthak