**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