**Commuter Program Meeting Notes**

**Wednesday, August 11th, 2021**

**Attendees:** Stacey DeLorenzo, Sarthak Prasad, Morgan White, Avery Maloto

**Parking:**

* Similar to what they do for zip car... when you join as a zip car member, you have to get confirmation...
* Ask them to confirm who has a permit
* Need to make sure that people can’t enroll in the Commuter Program, then buy a permit right after
* Record commuter program membership in T2 (their computer system)
* Creating a cross-check system (talk to Maria), to make sure the individual doesn’t have a parking permit anymore before enrolling
* Ask how many current permits are out there for them
* Dual Permits
	+ Available to faculty & staff with approval of Campus Services Director and Parking Director (There is no Campus Services Director anymore...)
	+ Can be used to park in 2 different lots

**Logistics:**

* ***Action Time Line***
	+ ***1) Define who is eligible and what it means to be a commuter***
	+ ***2) Identify and obtain the key players involved in the program***
		- ***Who is from parking?***
		- ***Who is from \_\_\_\_?***
		- ***Project team with roles and contact***
	+ ***3) Identify what platform is going to be used and how the program will be executed***
* Take into account the differences in members in the community in defining who is a “commuter”
	+ Ex: Someone who lives 5 blocks away vs 10 miles away from campus
* Discuss with Champaign, Urbana, and Savoy to make sure that we aren’t overloading parking??
	+ Is this needed??
	+ “If you give up your parking space, then \_\_\_\_\_\_\_”
* Give up parking space VERSUS Not having a parking space
	+ If you do not have a UIUC Parking Permit, and you are a full-time employee, then you can be a part of the program.
* Target Group: Staff, not faculty
* Scenario: One person has the option to work from home, another does not have the ability to at all.
* Goal: Reward good behavior!
* Start with F&S Staff only, then expand?
	+ First come, first serve for a pilot run of the program
	+ Can increase the number once the system is modified
* Commuter Program App
	+ “Would be a necessary thing” -Sarthak
	+ Wellness Center – Sarthak will be reaching out to them to see how they track steps and routes, has a “pedestrian challenge”
		- Bill Sullivan
	+ Tracking = Could become a privacy issue, unless they “opt in” to use this feature
	+ Who would be the person to first point of contact to create an app?
		- Brad Klein
			* Rockwire [[double check name]]
			* UI Ride
		- Class project?
			* May not be best quality
			* Could take a long time for app dev.
		- Need to be able to say “I need an app that does XYZ”
* Shower Capability
	+ Something that was heavily discussed in the TEDTalk
	+ Need to know where they are, then you need to have permission from the facility’s manager to be able to utilize the shower
	+ Unknown whether or not they facility manager would want to have commuter program members to utilize their facility’s amenities
	+ ARC has a shower BUT...
		- You need access [$$ monthly membership] to the ARC
		- Potentially creating a SHOWER ONLY membership to campus rec, that has a “wristband” or another form of proof of membership
			* Does not include access to other amenities, such as pool, gym, etc.
		- Sign-in / Sign-out entry? Contact tracing may include more forms of proof of membership
* Numbers & Other Metrics
	+ Do we have the number of full-time employees?
		- ***DISCLAIMER – I think I got each of these numbers wrong.***
		- Headcount Staff: 18,000
		- Academic Staff:...
		- Assistance: 5,706
		- Civil Service: 4,881?
		- Academic Professional: 4,055?
	+ Number of current parking permits that are distributed to employees?
	+ Number of parking permits available each year to employees?
* Remove all references to students in verbiage
* “Here is our outline of the commuter program...” at the ZTEC (??) meeting (ISTC??)
* How can you earn points?
	+ Drop off your car in a parking lot, then earn points by bus, bike, or hike!
	+ Concerns with administrative burden
		- What about flat rate rewards for use each year?
		- “If you enroll in the program, we will give you **3** things.”
	+ What about “rebates” for individuals who use Zip Car, Veo, or Uber?
* Pete – 2 years ago mentioned UI Emergency Rides for employees. However, there were difficulties regarding restrictions as this would be for personal use.

**Next Steps:**

* Start with a E-Week survey
	+ “We are interested in launching a pilot version of a Commuter Program. If you are interested in participating...”
	+ Include questions regarding logistics and benefits for the program to gain community opinion
	+ “My Plan Employee Report” from spring, 90 page report
		- “What would it take to give up your car?”
		- \\Fandsu361\TDM\Reports