**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