iCAP Transportation Team

October Meeting Minutes

10/6/2023 3:00 P.M. – 4:00 P.M.

*Teams*

**Action Items**

* Familiarize yourself with the [Transportaion iCAP chapter](https://uofi.box.com/s/lvjfoz6bm2bwbo1eqkmei7ajdzzsb05c)
	+ Reference Materials -> Objective Assessments -> 2023-24 Charge and Priories -> Transportation\_iCAP\_Goals\_2020
* Read and comment on the [EV Charging Consulting Services report from Desman](https://uofi.box.com/s/5j39zwapmolx6tvee83ws4fmsdppeq5a). Be prepared to discuss how UIUC should move forward at our next meeting
	+ Reference Materials -> Electric Vehicles -> EV Task Force -> DESMAN EV Proposal
* Continue to brainstorm ways we can incentivize and encourage people to relinquish their parking passes. Be prepared to discuss early next year.

**Meeting Minutes**

* Introductions
	+ Sarthak Prasad
	+ Ria Kontou
	+ John Rubins
	+ Shawn Patterson
	+ Mitchell Bryant
	+ Sebastian (Sebby) Vega
	+ Sam Hince
* Team member expectations
	+ Be present and timely with cameras on
	+ Follow through with action items and other responsibilities
	+ Contribute and foster an atmosphere of support
	+ Don’t be afraid to ask a question or contribute an idea
	+ Recognize each contribution as an opportunity to advance the iCAP goals
* Review the Transportaion iCAP chapter and iCAP team objectives
	+ Action item: Read the [Transportaion iCAP chapter](https://uofi.box.com/s/lvjfoz6bm2bwbo1eqkmei7ajdzzsb05c)
	+ Reference Materials -> Objective Assessments -> 2023-24 Charge and Priories -> Transportation\_iCAP\_Goals\_2020.pdf
* Review charge letter and priories for the year
	+ Review the EV Task Force Report and associated comments to advance implementation
		- In 2020 UIUC hired consulting company, Desman, to create a report that outlines guidance on how to accommodate the growing number of electric vehicles (EVs) on campus
		- The Parking Department and iSEE discussed who should be involved in the EV Task Force and in discussions regarding the report and other EV matters
		- Action item: Read and comment on the [EV Charging Consulting Services report from Desman](https://uofi.box.com/s/5j39zwapmolx6tvee83ws4fmsdppeq5a). Be prepared to discuss how UIUC should move forward at our next meeting
	+ Assist with the development of the 2024 Campus Bike Plan
		- Plan being drafted by Sarthak and his team
		- Be prepared to review the plan and leave comments and questions in December
	+ Develop a commuter program
		- The pilot commuter program ran in Spring 2023 and celebrated those already choosing active modes of transportation but struggled to incentivize people to relinquish their parking passes
		- Action item: Continue to brainstorm ways we can incentivize and encourage people to relinquish their parking passes. Be prepared to discuss early next year
	+ Transportation015- Sustainable fleet replacement plan
		- Recommendation submitted by the Transportation iCAP team last spring
		- Approved by iWG
		- The next steps include defining a fleet, reporting on the number of vehicles and fleets per department, assigning a policy (i.e. departments with 5 or more fleets are required to have a fleet supervisor), working with departments to assign a fleet supervisor and establish regular meetings
		- We will be working on these tasks throughout the year
* Future meeting discussion- EV Task Force Report
	+ Student feedback is especially important for the EV Task Force Report
* Discuss November meeting dates
	+ Fridays from 3-4 PM seems to work well for everyone this semester
	+ Plan to meet Friday, November 3rd from 3-4 PM
* Adjournment