



COMMUTESMART NH COORDINATION MEETING MEETING NOTES

Thursday, December 20, 2018

1:00 PM

Central NH Regional Planning Commission Conference Room
28 Commercial Street
Concord, NH 03301

Attendees (In-person & Webex):

Adam Hlasny, SNHPC	Laurie Makarawicz, MTA
Alex Belensz, NCC	Maddie Dilonno, SNHPC
Bethany Fleishman, Vital Communities	Matthew Mailloux, OSI
Colin Lentz, SRPC	Meghan Butts, UVLSRPC
Ellen Avery, CVTC & MRCC 5/6	Michael Tardiff, CNHRPC
Erin Daley, LRPC	Scott Bogle, RPC
Erin Mullen, BM-CAP	Shayna Sylvia, SRPC
J.B. Mack, SWRPC	Stef Casella, SRPC
Joe Doiron, OSI	Todd Horner, SWRPC
Katie Nelson, CNHRPC	

1. Welcome and introductions

Introductions were made around the room and over the phone.

2. How did we get here - An overview of CommuteSmart New Hampshire

An overview of CommuteSmart NH was provided. This detailed the process of rebranding CommuteGreen NH, building the current CommuteSmartNH.org website, and summarizing past event challenges. Details were provided regarding the CTAP/CommuteSmart NH agreement between CNHRPC, NHDOT and NHOSI, for funding that supports planning and coordination activities outside the CTAP area this year.

CommuteSmart NH Trip Logger was described, including needed improvements. These improvements include the ability to remember or save a trip, exporting data from the site (as an administrator), being mobile-friendly, and having a dynamic, interactive leaderboard.

3. NH Rideshare (Tripspark) software training

Jamila Owens, Tripspark Technologies

Jamila Owens presented on the NH Rideshare software. Her presentation included capabilities and features for the both the user and an administrator. Additional presentations or “webinars” were discussed if there was a desire or need from the committee moving forward. Highlights of the presentation included:

- Ability to see potential matches before creating/logging into an account;
- Ability to find matches for carpool, transit, and bike partner;
- Ability for user to update preferences and be notified of new matches after logging out of the site;
- Users can provide a rating to a match once they have completed the ride;
- Users can log all types of trips in Commute Calendar easily by dragging and dropping;
- Users can login in/connect their account to Facebook to provide more information about themselves;
- Administrator can search for matches and provide additional preferences for a user;
- Administer can create reports using a selectin of criteria, including for commuter, company, or challenge data;
- Ability to hold challenges and select prize winner;
- Ability to upload documents onto site, such as an Emergency Ride Home form; and
- Ability to customize site for a company, including logo and text.

During questions, it was noted that a user cannot currently indicate the gender of their preferred rideshare match or smoker/non-smoker. Jamila indicated that this is an option as an administrator and should be able to add it as a feature for the user. It was also asked if the software included a leaderboard for logging trips/challenges. Jamila noted additional challenge related features will be coming to the site in 2019.

4. Review of potential performance measures

The potential performance measures were presented. Mike Tardiff will follow-up with those that volunteered to participate in a subcommittee focused on reviewing these performance measures.

5. Discussion of statewide challenge and event(s)

A brief overview of the past challenges were described. After discussion, it was agreed that CommuteSmart Seacoast is a great example for challenges and outreach techniques. Many volunteered to participate on events/challenges subcommittee to plan a statewide event. Katie Nelson will follow-up to schedule a subcommittee meeting prior to the next Coordination Meeting.

6. Next steps

Next steps include the development and meeting of two subcommittees, one for performance measures and one for challenges and events. If there is interest, another webinar/presentation can be organized with Tripspark for the NH Rideshare software.

7. Next meeting date

The next meeting was scheduled for Thursday, January 17, 2019 at 1:00 PM in the CNHRPC conference room. Webex will be available for those not able to attend the meeting in person.