



Metropolitan Transportation Commission Meeting Minutes

Bay Area Metro Center
375 Beale Street
San Francisco, CA 94105

Administration Committee

Committee Members:

*Federal D. Glover, Chair Jeannie Bruins, Vice Chair
Carol Dutra-Vernaci, Nick Josefowitz, Gina Papan,
Hillary Ronen, Libby Schaaf, Amy R. Worth
Non-Voting Member: Tony Tavares*

Wednesday, October 14, 2020

9:40 AM

Board Room - 1st Floor (REMOTE)

Call Remote Meeting to Order

1. Roll Call / Confirm Quorum

Present: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen, Commissioner Schaaf and Commissioner Worth

Non-Voting Member Absent: Commissioner Tavares

Ex Officio Voting Members Present: Commission Chair Haggerty and Commission Vice Chair Pedroza

Ad Hoc Non-Voting Members Present: Commissioner Cortese, Commissioner Giacomini, Commissioner Mackenzie, and Commissioner Spering

2. Consent Calendar

Upon the motion by Commissioner Bruins and the second by Commissioner Papan, the Consent Calendar was unanimously approved by the following vote:

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen, Commissioner Schaaf and Commissioner Worth

2a. [20-1322](#) Minutes of the September 9, 2020 meeting

Action: Committee Approval

2b. [20-1330](#) Contract Amendment - MTC EDMM and Classification Revisions and Implementation: Koff and Associates (\$282,000)

Action: Committee Approval

Presenter: Alex Prestia / Robin James

- 2c.** [20-1332](#) Contract - Transit-Oriented Development (TOD) Policy Update Services: Strategic Economics, Inc. (\$250,000)
- Action:** Committee Approval
- Presenter:** Kara Vuicich
- 2d.** [20-1331](#) MTC Resolution No. 4438 - Draft 2020 MTC Title VI Program. The Title VI Program demonstrates how MTC is complying with federal requirements of nondiscrimination in its policies, programs and activities, and it is prepared in response to Federal Transit Administration (FTA) Circular 4702.1B. MTC Resolution No. 4294 would authorize submission of the final Title VI Program to the FTA.
- Action:** Commission Approval
- Presenter:** Michael Brinton
- 2e.** [20-1323](#) MTC Resolution No. 4421, Revised - FY 2020-21 Overall Work Program (OWP) Amendment. Staff requests that the Committee refer MTC Resolution No. 4421, Revised, the MTC FY 2020-21 Overall Work Program (OWP), Amendment No. 1 to the Commission in order to include one new grant award as well as certain revisions to the scope of other work elements.
- Action:** Commission Approval
- Presenter:** Arleicka Conley

3. Approval

- 3a.** [20-1324](#) MTC Resolution No. 4422, Revised - MTC FY 2020-21 MTC Operating and Capital Budgets Amendment
- Staff requests that the Committee refer to the Commission for approval, MTC Resolution No. 4422, Revised, approving Amendment No. 1 to the MTC FY 2020-21 Operating and Capital Budgets.
- Action:** Commission Approval
- Presenter:** Brian Mayhew
- Upon the motion by Commissioner Dutra-Vernaci and the second by Commissioner Bruins, the Committee unanimously approved the referral of MTC Resolution No. 4422, Revised to the Commission for approval. The motion carried by the following vote:**
- Aye:** 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen, Commissioner Schaaf and Commissioner Worth

- 3b.** [20-1336](#) Contract Amendment - Return-to-Transit Opinion and Employer Research: EMC Research, Inc. (\$160,000)

This item requests Committee approval to enter into a contract amendment in an amount not to exceed \$160,000 with EMC Research, Inc. (EMC) to provide opinion research support for the Bay Area's Return-to-Transit Plan. This work is a component of the Blue Ribbon Transit Recovery Task Force.

Action: Committee Approval

Presenter: Randy Rentschler

Written public comment was received from Hayley Currier of TransForm and Ellen Wu of Urban Habitat.

Hayley Currier of TransForm was called to speak.

Upon the motion by Commissioner Bruins and the second by Commissioner Worth, the Committee unanimously approved the contract amendment with EMC Research, Inc. with an amendment to increase the not to exceed amount to \$210,000. The motion carried by the following vote:

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Ronen, Commissioner Schaaf and Commissioner Worth

4. Public Comment / Other Business

Roland Lebrun was called to speak.

5. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on * Wednesday, November 4, 2020 at 1:45 p.m. *** at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105 (remotely and by webcast as appropriate depending on the status of any shelter in place orders).**