



Metropolitan Transportation Commission

Meeting Minutes

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

Administration Committee

Gina Papan, Chair *Victoria Fleming, Vice Chair*

Wednesday, February 14, 2024

10:05 AM

Board Room - 1st Floor

Roster

**Gina Papan (Chair), Victoria Fleming (Vice Chair),
Margaret Abe-Koga, Cindy Chavez, Federal Glover, Nate Miley,
Hillary Ronen, Sheng Thao**
Non-Voting Members: Dina El-Tawansy, Libby Schaaf

Chair Papan call the meeting to order at 10:06 a.m.

1. Call to Order / Roll Call / Confirm Quorum

- Present:** 5 - Commissioner Abe-Koga, Vice Chair Fleming, Commissioner Glover, Chair Papan and Commissioner Ronen
- Absent:** 3 - Commissioner Chavez, Commissioner Miley and Commissioner Thao

Non-voting member present: Commissioner Schaaf and Commissioner El-Tawansy

2. Consent Calendar

Upon the motion by Commissioner Ronen and seconded by Commissioner Glover, the consent calendar was unanimously approved by the following:

- Aye:** 5 - Commissioner Abe-Koga, Vice Chair Fleming, Commissioner Glover, Chair Papan and Commissioner Ronen
- Absent:** 3 - Commissioner Chavez, Commissioner Miley and Commissioner Thao

2a. [24-0145](#) Approval of Administration Committee Minutes of the January 10, 2024, Meeting.

Action: Committee Approval

2b. [24-0124](#) MTC Investment Report for December 2023 (Unaudited).

Action: Informational

Presenter: Natalie Perkins

- 2c. [24-0129](#) Contract Amendment - 2021 Travel Diary Survey: Resource Systems Group (\$300,000).
Action: Committee Approval
Presenter: Shimon Israel
- 2d. [24-0172](#) Contract Amendment - Public Engagement Support: Kearns & West, Inc. (\$200,000).
Action: Committee Approval
Presenter: Leslie Lara-Enríquez
- 2e. [24-0261](#) Fiscal Year (FY) 2023-24 Metropolitan Transportation Commission (MTC) Statement of Revenues and Expenses for the Period Ended December 31, 2023 (Unaudited).
Action: Information
Presenter: Derek Hansel

3. Public Comment / Other Business

4. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on March 13, 2024 at 9:40 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.