Agenda Item 3a

Metropolitan Transportation Commission

Meeting Minutes

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

Administration Committee

Gina Papan, Chair *Amber Manfree, Vice Chair*

Wednesday, May 13, 2026 **9:40 AM** **Board Room - 1st Floor**

Roster
Gina Papan (Chair), Amber Manfree (Vice Chair),
Margaret Abe-Koga, Victoria Fleming, Barbara Lee,
Myrna Melgar, Nate Miley, Belia Ramos
Non-Voting Member: Libby Schaaf, David Ambuehl

Chair Papan called the meeting to order at 10:27 a.m.

1. Call to Order / Roll Call / Confirm Quorum

Present: 7 - Commissioner Abe-Koga, Commissioner Miley, Chair Papan, Commissioner Fleming, Commissioner Melgar, Commissioner Ramos and Vice Chair Manfree
Absent: 1 - Commissioner Lee

Non-voting members present: Commissioner Ambuehl and Commissioner Schaaf

Ex-Officio Voting Members Present: Commission Chair Noack and Commission Vice Chair Moulton-Peters

Ad-Hoc Non-voting members present: Commissioner Giacopini (remote) and Commissioner Andersen (remote)

Commissioner Abe-Koga participated from the following noticed remote location that was open to the public:
County of Santa Clara, Board of Supervisors Conference Room, 70 W Hedding Street, 10th floor, San Jose, CA 95100.

2. Consent Calendar

At the request of Chair Papan, agenda item 2d was pulled for discussion. Upon the motion by Vice Chair Manfree and seconded by Commissioner Ramos, Consent Calendar agenda items 2a - 2c and 2e- 2g, were unanimously approved by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Miley, Chair Papan, Commissioner Fleming, Commissioner Melgar, Commissioner Ramos and Vice Chair Manfree
Absent: 1 - Commissioner Lee

2a. 26-0563 Approval of the Administration Committee April 8, 2026, Meeting Minutes.

Action: Committee Approval

2b. 26-0440 Metropolitan Transportation Commission (MTC) Fiscal Year 2025-26 Third Quarter Travel Report Financials.

Action: Information

Presenter: Anna Tang

2c. 26-0450 MTC Investment Report - March 2026 (Unaudited).

Action: Information

Presenter: Natalie Perkins

2d. 26-0465 Contract - Leadership Coaching & Development: Ace-Up Inc. ($950,000).

Action: Committee Approval

Presenter: Mike Aycock

Upon the motion by Chair Papan and seconded by Vice Chair Manfree, agenda item 2d was approved by the following vote:

2e. 26-0446 Contract Amendment - Digital Engagement and Support Services: Craft & Commerce, LLC ($125,000).

Action: Committee Approval

Presenter: Khristina Wenzinger

2f. 26-0562 2026 Website Support Services Bench.

Action: Committee Approval

Presenter: Edna Yeh

2g. 26-0591 Fiscal Year (FY) 2026 Metropolitan Transportation Commission (MTC) Statement of Revenues and Expenditures for the Period Ended March 31, 2026 (Unaudited).

Action: Information

Presenter: Derek Hansel

3. Committee Approval

3a. 26-0441 Enterprise Resource Planning (ERP) Program Update and Contract Actions:
i. Contract Amendment - System Integration of Oracle ERP Software: Mythics, LLC/Mythics VIII, LLC ($600,000),
ii. Purchase Order Amendment - Enterprise Resource Planning (ERP) Strategic Advisory Services and Implementation Support: Slalom, Inc ($800,000), and
iii. Purchase Order Amendment - ERP Oracle Cloud Subscription Services: Mythics, LLC/Mythics VIII, LLC ($900,000).

Action: Committee Approval

Presenter: Nick Roethel

Upon the motion by Commissioner Melgar and seconded by Vice Chair Manfree, the Committee unanimously approved Enterprise Resource Planning (ERP) Contract Actions: i. Contract Amendment - System Integration of Oracle ERP Software: Mythics, LLC/Mythics VIII, LLC ($600,000); ii. Purchase Order Amendment - Enterprise Resource Planning (ERP) Strategic Advisory Services and Implementation Support: Slalom, Inc ($800,000); and iii. Purchase Order Amendment - ERP Oracle Cloud Subscription Services: Mythics, LLC/Mythics VIII, LLC ($900,000). The motion carried the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Miley, Chair Papan, Commissioner Fleming, Commissioner Melgar, Commissioner Ramos and Vice Chair Manfree

Absent: 1 - Commissioner Lee

4. Public Comment / Other Business

5. Adjournment / Next Meetings:

The next regular meeting of the Administration Committee is scheduled to be held at the Bay Area Metro Center, 375 Beale Street, San Francisco on Wednesday, June 10, 2026 at 9:40 a.m. Any changes to the schedule will be duly noticed to the public.

Chair Papan adjourned the meeting at 11:09 a.m.