



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

Gina Papan, Chair **Victoria Fleming, Vice Chair**

**Margaret Abe-Koga, Cindy Chavez, Federal Glover,
Nate Miley, Hillary Ronen, and Sheng Thao**

Non-Voting Member: Dina El-Tawansy

Wednesday, April 12, 2023

9:40 AM

Board Room - 1st Floor

Chair Papan called the meeting to order.

1. Roll Call / Confirm Quorum

Present: 7 - Commissioner Abe-Koga, Commissioner Chavez, Commissioner Glover,
Commissioner Miley, Chair Papan, Commissioner Ronen and Vice Chair Fleming

Absent: 1 - Commissioner Thao

Non-Voting Member Absent: Commissioner El-Tawansy

Ad Hoc Non-Voting Members Present: Commissioner Canepa, and Commissioner Giacomini

2. Consent Calendar

Upon the motion by Commissioner Glover and seconded by Commissioner Chavez, the Consent Calendar was unanimously approved by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Chavez, Commissioner Glover,
Commissioner Miley, Chair Papan, Commissioner Ronen and Vice Chair Fleming

Absent: 1 - Commissioner Thao

2a. [23-0401](#) Approval of Administration Committee Minutes of the March 8, 2023 Meeting

Action: Committee Approval

- 2b.** [23-0500](#) Consultant Bench: 2020 Equity Consultant - Cycle 2: Acterra: Action for a Healthy Planet (dba Acterra); Ann Ming Jen Cheng (dba Ann Cheng Consulting, LLC); Ascendal Group, LLC; Davis R. Schwartz (dba Capital Partnerships Inc.); Baird + Driskell + Abrams Community Planning (dba Community Planning Collaborative Baird + Driskell Community Planning); Dante King (dba Dante King Consulting); Equity & Results Partners, Inc.; Estolano Advisors; EVNoire LLC; HNTB Corporation; Lisa Abboud (dba InterEthnica, Inc.); iSuccess Consulting, Inc.; Jacobs Engineering Group Inc.; Keen Independent Research LLC; KPMG LLP; Metropolitan Planning Group (dba M-Group); Moore Iacofano Goltsman, Inc.; Nova Collective LLC; Sam Schwartz Consulting, LLC; SF Urban Film Fest, Inc.; Social Good Fund, Inc; Steer Davies & Gleave Inc. (dba Steer); STV Incorporated; Sustainable Watershed Designs, Inc. (dba Lotus Water); Brenda W. Davis (dba The Brenda Davis Law Group); The Justice Collective LLC; Transpo Group USA, Incorporated (dba Transpo Group); Venture With Purpose, LLC; Corinne Winter (dba Winter Consulting Group)
- Action:** Committee Approval
- Presenter:** Ky-Nam Miller
- 2c.** [23-0446](#) Contract Amendment - Digital Engagement and Support Services: Craft & Commerce, LLC (\$112,460)
- Action:** Committee Approval
- Presenter:** Khristina Wenzinger
- 2d.** [23-0356](#) Contract Amendment - Central Square Technologies, LLC (\$758,602)
- Action:** Committee Approval
- Presenter:** Suzanne Bode

3. Approval

- 3a. [23-0508](#) Metropolitan Transportation Commission (MTC) Resolution No. 4577 - Fiscal Year (FY) 2023-24 Overall Work Program (OWP)

A request that the Committee refer MTC Resolution No. 4577 for Commission approval. This resolution guides the FY 2023-24 OWP collaborative metropolitan transportation planning process involving MTC, the Association of Bay Area Governments (ABAG), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), Caltrans, and other local transportation partners. The request includes authorization for the Executive Director to enter into and execute required certifications, assurances, and an Overall Work Program Agreement (OWPA) for federal and state transportation planning grants.

Action: Commission Approval

Presenter: Matt Maloney

Upon the motion by Commissioner Ronen and seconded by Commissioner Glover, the Committee unanimously approved the referral of MTC Resolution No. 4577 to the Commission for approval. The motion carried by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Chavez, Commissioner Glover, Commissioner Miley, Chair Papan, Commissioner Ronen and Vice Chair Fleming

Absent: 1 - Commissioner Thao

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on Wednesday, May 10, 2023 at 9:40 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA. Any changes to the schedule will be duly noticed to the public.