



Metropolitan Transportation Commission

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

Meeting Minutes - Draft

Administration Committee

Committee Members:

Federal D. Glover, Chair Alfredo Pedroza, Vice Chair

*Jeannie Bruins, Carol Dutra-Vernaci, Nick Josefowitz,
Jane Kim, Libby Schaaf, Warren Slocum, Amy R. Worth
Non-Voting Member: Bijan Sartipi*

Wednesday, February 14, 2018

9:35 AM

Board Room - 1st Floor

Call Meeting to Order

1. Roll Call/Confirm Quorum

Present: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Schaaf

Non-Voting Member Absent: Commissioner Sartipi

Ex Officio Voting Member Present: Commission Vice Chair Haggerty

Ad Hoc Non-Voting Members Present: Commissioner Aguirre, Commissioner Cortese, Commissioner Giacomini, Commissioner Halsted, and Commissioner Pierce

2. Consent Calendar

Approval of the Consent Calendar

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

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Schaaf

2a. [18-0046](#) Minutes of the January 10, 2018 meeting

Action: Committee Approval

2b. [18-0047](#) Investment Report for December 2017

Action: Information

Presenter: Russel Yuen

2c. [18-0048](#) MTC Financial Statements for December 2017

Action: Information

Presenter: Sonia Elsonbaty

2d. [18-0045](#) Monthly Travel Report

Action: Information

Presenter: Sonia Elsonbaty

2e. [18-0049](#) 1. Consultant Bench - Public Engagement, Digital Engagement and Promotion and Market Research Support: Circlepoint, Civic Edge Consulting, Corey, Canapary & Galanis, Craft & Commerce, LLP, EMC Research, Inc., GOOD Worldwide Inc., Moore Iacofano Goltsman, Inc., Redhill Group, Inc.; and
2. Contract - Futures/Next Plan: Public Engagement and Digital Engagement and Promotion: Civic Edge Consulting (\$300,000)

Action: Committee Approval

Presenter: Ursula Vogler

2f. [18-0051](#) Contract Amendment - California Metropolitan Planning Organization Cooperative Household Travel Survey: Resource Systems Group, Inc. (\$500,000)

Action: Committee Approval

Presenter: Shimon Israel

2g. [18-0052](#) Contract Amendment - Travel Demand Model Development: Resource Systems Group, Inc. (\$350,000)

Action: Committee Approval

Presenter: Lisa Zorn

3. Approval

- 3a. [18-0053](#) Contract - Professional Auditing Services: PricewaterhouseCoopers, LLP (\$1,278,935)

A request for approval to enter into a contract with PricewaterhouseCoopers, LLP to perform annual fiscal audits of Metropolitan Transportation Commission (MTC), Service Authority for Freeways and Expressways (MTC SAFE), the Bay Area Toll Authority (BATA), Bay Area Infrastructure Financing Authority (BAIFA), Bay Area Headquarters Authority (BAHA), and 375 Beale Condominium Corporation (375 Beale Condo).

Action: Committee Approval

Presenter: Brian Mayhew

Upon the motion by Chair Glover and the second by Vice Chair Pedroza, the Committee unanimously approved the contract with PricewaterhouseCoopers, LLP as revised to include ABAG. The motion carried by the following vote:

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Schaaf

A second motion was made by Commissioner Bruins and seconded by Commissioner Dutra-Vernaci to revisit the policy for the selection and rotation of the audit function by July of 2018. The Committee unanimously approved the motion which carried by the following vote:

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Schaaf

3b. [18-0088](#) Organization Study and Overview of MTC Employee Agreements

A report on MTC's Organization Study and an overview of the upcoming employee Memorandum of Understanding (MOU) negotiation with a request to appoint an Ad-Hoc Committee to advise executive staff and the Commission in the negotiation process.

Action: Committee Approval

Presenter: Andrew Fremier / Courtney Ruby

Ken Bukowski was called to speak.

Upon the motion by Chair Glover and the second by Vice Chair Pedroza, the Committee unanimously approved the nomination of Vice Chair Pedroza, and Committee members Worth and Bruins with an amendment to add Commissioner Pierce as representation from the ABAG Board, to act as Ad-Hoc Committee members. The motion carried by the following vote:

Aye: 8 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Kim, Vice Chair Pedroza, Commissioner Slocum and Commissioner Worth

Absent: 1 - Commissioner Schaaf

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee will be held on March 7, 2018 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA.