

# Metropolitan Transportation Commission Administration Committee

May 8, 2019

Agenda Item 2d

## International Travel Request

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**Subject:** A request for Committee approval of an International Request for Andrew Fremier to attend and participate in the APTA 2019 International Study Mission in Vienna, Hamburg, and Helsinki from June 2-8, 2019.

**Background:** Pursuant to MTC Resolution No. 1058, Revised, this memorandum constitutes the monthly travel report to the Administration Committee. As a reminder, the Commission revised the policies governing Commissioner and staff travel to require that three items be approved by, or reported to, this Committee:

1. International travel (outside the United States and Canada) must be approved in advance by this Committee at a regular public meeting.
2. All Commissioner travel must be disclosed in regular monthly reports to this committee.
3. On a quarterly basis, actual vs. budgeted travel expenditures must be reported to this Committee.

Andrew Fremier, Deputy Executive Director, has been selected to participate in an APTA 2019 International Study Mission entitled: Integrated Mobility: Being Mobility-as-a-Service (MaaS) Ready. This study mission to Vienna, Hamburg, and Helsinki from June 2-8, 2019 is designed to give in-depth insights into: the MaaS concept and how it is has been applied in three key European cities; effective strategies and lessons learned in implementing MaaS platforms, including new public/private partnership models and addressing evolving customer needs; and how the physical mobility ecosystem can be better integrated to ensure a successful MaaS system. Led by APTA Chair David M. Stackrow, Sr. and APTA President and CEO Paul P. Skoutelas, this high-level, policy-oriented study mission will be a unique learning opportunity that promotes information-sharing and education for participating members. The mission will consist of in-depth stakeholder presentations and roundtable discussions with top European decision-makers and practitioners charged with MaaS implementation and development, guided site visits and debriefing sessions. The site visits will allow participants to explore a variety of MaaS models that are currently in use.

Staff is seeking authorization to set aside up to \$7,800 (\$5,350 fee, plus airfare) in FY 2019-20 to cover this international travel. (See Attachment A - Summary of International Travel Request.)

**Issues:** None

**Recommendation:** Staff recommends that the Committee approve the International Travel Request for Andrew Fremier to attend and participate in the APTA 2019 International Study Mission in Vienna, Hamburg, and Helsinki from June 2-8, 2019.

**Attachments:** Attachment A – Request for Committee Approval – Summary of Proposed International Travel Request

  
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Therese W. McMillan

REQUEST FOR COMMITTEE APPROVAL

Summary of Proposed International Travel Request

Work Item No.: 1252  
Staff: Andrew Fremier  
Travel Location: Vienna, Hamburg, and Helsinki  
Purpose of Travel: APTA 2019 International Study Mission: Integrated Mobility  
Travel Cost Estimate: \$7,800 (\$5,350 fee, plus airfare)  
Funding Source: BATA Budget  
Fiscal Impact: Sufficient funds are available in the MTC FY 2019-20 BATA and Electronic Payments Sections' Training and Travel budgets  
Motion by Committee: That Andrew Fremier is authorized for international travel as described above and in the Administration Committee Summary Sheet dated May 8, 2019 and that the Chief Financial Officer is authorized to set aside funds in the amount of \$7,800 from the FY 2019-20 BATA Budget for this purpose.

Administration Committee:

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Federal D. Glover, Chair

Approved: Date: May 8, 2019