



Metropolitan Transportation Commission Meeting Minutes

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

Administration Committee

Committee Members:

*Federal D. Glover, Chair Vacant, Vice Chair
Margaret Abe-Koga, Carol Dutra-Vernaci, Nick Josefowitz,
Gina Papan, Hillary Ronen, Libby Schaaf,
Amy R. Worth,
Non-Voting Member: Dina El-Tawansy*

Wednesday, March 10, 2021

9:40 AM

Board Room - 1st Floor (REMOTE)

Call Remote Meeting to Order

Non-Voting Member Present: Commissioner El-Tawansy

Ex Officio Voting Members Present: Commission Chair Pedroza and Commission Vice Chair Josefowitz

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

1. Roll Call / Confirm Quorum

Present: 8 - Commissioner Abe-Koga, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Worth, Commissioner Ronen and Commissioner Schaaf

2. Consent Calendar

Upon the motion by Commissioner Abe-Koga and the second by Commissioner Papan, the Consent Calendar was unanimously approved by the following vote:

Aye: 8 - Commissioner Abe-Koga, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Josefowitz, Commissioner Papan, Commissioner Worth, Commissioner Ronen and Commissioner Schaaf

2a. [21-0247](#) Minutes of the February 10, 2021 meeting

Action: Committee Approval

2b. [21-0249](#) MTC Investment Report for December 2020

Action: Information

Presenter: Kyung-Hee Howard

2c. [21-0250](#) MTC Financial Statements for December 2020

Action: Information

Presenter: Raymond Woo

2d. [21-0251](#) Monthly Travel Report

Action: Information

Presenter: Raymond Woo

2e. [21-0248](#) Contract - Incentivizing Active and Shared Travel Pilot Program: Metropia, Inc. (\$300,000)

Action: Committee Approval

Presenter: Krute Singa

3. Approval

- 3a. [21-0263](#) Consultant Bench: 2020 Equity Consultant - Cycle 1 (Arup Americas, Inc. dba Arup North America Ltd.; Marcus Griwsold dba Calm Waters Group LLC; causeIMPACTS LLC; Center for Neighborhood Technology; CivicMakers, LLC; Contigo Communications Corp.; Colette M. Luckie dba Cornerstone Consulting HR; Cooperative Personnel Services dba CPS HR Consulting; Davis & Associates Communications, Inc.; Eastern Research Group Inc.; Ana Lugo Bedolla dba Equity First Consulting; Exygy, Inc.; Guidehouse Inc.; HR&A Advisors, Inc.; ICF Incorporated, L.L.C.; Kimley-Horn and Associates, Inc.; Lowe Consulting Group, Inc.; Christopher Jerome Lepe dba Mariposa Planning Solutions; Nelson\Nygaard Consulting Associates, Inc.; Melanie Nutter dba Nutter Consulting, LLC; RSCA Corporation dba Redwood Resources; Reflex Design Collective, LLC; Tiasia O'Brien dba Seam Social Labs, Inc.; Diane Burbie dba The Aspire Group; The Mark USA, Inc.; Urban Habitat Program; WSP USA Inc.)

A request for Committee approval of the On-Call Equity Bench, a resource for MTC staff and our regional partners to connect with equity focused thought leaders to partner with in advancing equity outcomes in our regional workplan.

Action: Committee Approval

Presenter: Nalungo Conley

Veda Florez was called to speak.

Commissioner Josefowitz recused himself from agenda item 3a.

Upon the motion by Commissioner Dutra-Vernaci and the second by Commissioner Schaaf, the Committee approved the 2020 Equity Consultant Bench for Cycle 1 . The motion carried by the following vote:

Aye: 7 - Commissioner Abe-Koga, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Papan, Commissioner Worth, Commissioner Ronen and Commissioner Schaaf

4. Public Comment / Other Business

5. Adjournment / Next Meeting

The next meeting of the Administration Committee is scheduled to be held on Wednesday, April 14, 2021 at 9:40 a.m. remotely and by webcast. Any changes to the schedule will be duly noticed to the public.