



# Metropolitan Transportation Commission Meeting Minutes

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

## 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: Tony Tavares*

---

Wednesday, September 12, 2018

9:35 AM

MetroCenter  
101 Eighth Street, First Floor  
Oakland, CA 94607  
Lawrence D. Dahms Auditorium

---

### Call Meeting to Order

#### 1. Roll Call/Confirm Quorum

**Present:** 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Kim and Vice Chair Pedroza

**Absent:** 4 - Commissioner Josefowitz, Commissioner Schaaf, Commissioner Slocum and Commissioner Worth

Non-Voting Member Absent: Commissioner Tavares

Ex Officio Voting Members Present: Commission Vice Chair Haggerty

Ad Hoc Non-Voting Members Present: Commissioner Aguirre, Commissioner Halsted, and Commissioner Spering

#### 2. Consent Calendar

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

**Aye:** 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Kim and Vice Chair Pedroza

**Absent:** 4 - Commissioner Josefowitz, Commissioner Schaaf, Commissioner Slocum and Commissioner Worth

**2a.**      [18-0630](#)      Minutes of the July 11, 2018 meeting

**Action:** Committee Approval

- 2b. [18-0631](#) Investment Report for June and July 2018 (Unaudited)  
*Action:* Information  
*Presenter:* Christine Lin
- 2c. [18-0632](#) MTC Financial Statements for June 2018 (Unaudited)  
*Action:* Information  
*Presenter:* Sonia Elsonbaty
- 2d. [18-0633](#) Monthly Travel Report and International Travel Requests  
*Action:* Committee Approval  
*Presenter:* Sonia Elsonbaty
- 2e. [18-0634](#) Contract Amendment - Vital Signs Website Management, Design, and Development Services: Exygy, Inc. (\$300,000)  
*Action:* Committee Approval  
*Presenter:* Dave Vautin
- 2f. [18-0655](#) MTC Resolution No. 4351 - MTC Agency FY 2018-19 Pay Schedules for the Executive Director and General Counsel  
*Action:* Commission Approval  
*Presenter:* Robin James
- 2g. [18-0691](#) Purchase Order Amendment - Temporary Staffing Services: Ajilon Employment Services (\$12,800)  
*Action:* Committee Approval  
*Presenter:* Ann Macaulay
- 2h. [18-0709](#) Contract Amendment - Transit Passenger Survey Services: ETC Institute (\$150,000)  
*Action:* Committee Approval  
*Presenter:* Shimon Israel

### 3. Approval

- 3a. [18-0698](#) MTC Resolution No. 4329, Revised - FY 2018-19 Overall Work Program (OWP) Amendment No. 19-01

An amendment to the OWP to add two new grant awards: \$500,000 for the Diridon Integrated Station Concept Plan funded by the FTA 5304 program and \$406,000 for Sustainable Communities and Climate Resilience for People with Disabilities funded by SB 1 Sustainable Communities Grant.

**Action:** Commission Approval

**Presenter:** Brian Mayhew

Roland Lebrun was called to speak.

**Upon the motion by Commissioner Pedroza and the second by Commissioner Dutra-Vernaci, the Committee unanimously approved the referral of MTC Resolution No. 4329, Revised to the Commission for approval. The motion carried by the following vote:**

**Aye:** 5 - Commissioner Bruins, Commissioner Dutra-Vernaci, Chair Glover, Commissioner Kim and Vice Chair Pedroza

**Absent:** 4 - Commissioner Josefowitz, Commissioner Schaaf, Commissioner Slocum and Commissioner Worth

### 4. Public Comment / Other Business

### 5. Adjournment / Next Meeting

**The next meeting of the Administration Committee will be held on October 10, 2018 at 9:35 a.m. at the Bay Area Metro Center, 375 Beale Street, San Francisco, CA 94105.**