



# Metropolitan Transportation Commission Meeting Minutes

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

## Administration Committee

*Gina Papan, Chair    Amber Manfree, Vice Chair*

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Wednesday, November 12, 2025

9:40 AM

Board Room - 1st Floor

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### Roster

Gina Papan (Chair), Amber Manfree (Vice Chair),  
Margaret Abe-Koga, Victoria Fleming, Barbara Lee,  
Myrna Melgar, Nate Miley, Belia Ramos  
Non-Voting Member: Libby Schaaf, David Ambuehl

Chair Papan called the meeting to order at 10:21 a.m.

### 1. Call to Order / Roll Call / Confirm Quorum

**Present:** 7 - Commissioner Fleming, Commissioner Lee, Vice Chair Manfree, Commissioner Melgar, Commissioner Miley, Chair Papan and Commissioner Ramos  
**Absent:** 1 - Commissioner Abe-Koga

Non-voting members Present: Commissioner Ambuehl and Commissioner Schaaf

Ex-Officio Voting Members Present: Commission Chair Noack and Commissioner Anderson (remote)

Ad-Hoc Non-voting members present: Commissioner Giacomini (remote)

### 2. Consent Calendar

**Upon the motion by Vice Chair Manfree and seconded by Commissioner Miley, the Consent Calendar was unanimously approved by the following vote:**

**Aye:** 7 - Commissioner Miley, Chair Papan, Commissioner Fleming, Commissioner Lee, Commissioner Melgar, Commissioner Ramos and Vice Chair Manfree

**Absent:** 1 - Commissioner Abe-Koga

**2a.**     [25-1319](#)     Approval of the Administration Committee October 8, 2025 Meeting Minutes.

**Action:** Committee Approval

**2b.**     [25-1304](#)     MTC Investment Report - September 2025 (Unaudited)

**Action:** Information

**Presenter:** Natalie Perkins

- 2c. [25-1346](#) Contract Amendment - On-call Engagement Support: WSP USA, Inc. (\$310,000).  
**Action:** Committee Approval  
**Presenter:** Leslie Lara-Enriquez
- 2d. [25-1393](#) Contract Amendment - Transportation Development Act (TDA) Performance Monitoring: Pierlott & Associates, LLC (\$249,099).  
**Action:** Committee Approval  
**Presenter:** Kate Fosburgh
- 2e. [25-1403](#) Fiscal Year (FY) 2025-26 Metropolitan Transportation Commission (MTC) Statement of Revenues and Expenditures for the Period Ended September 30, 2025 (Unaudited).  
**Action:** Information  
**Presenter:** Derek Hansel

### 3. Committee Approval

- 3a. [25-1216](#) Enterprise Resource Planning (ERP) Program Update and Contract Actions:  
i. Contract Amendment - System Integration of Oracle ERP Software: Mythics, LLC/Mythics VIII, LLC (\$2,745,859); and  
ii. Purchase Order Amendment - Enterprise Resource Planning (ERP) Strategic Advisory Services and Implementation Support: Slalom, Inc (\$700,000)

**Action:** Committee Approval

**Presenter:** Nick Roethel

Upon the motion by Commissioner Melgar and seconded by Vice Chair Manfree, the Committee unanimously approved Enterprise Resource Planning contract actions: Contract Amendment - - System Integration of Oracle ERP Software Mythics, LLC/Mythics VIII, LLC in the amount of \$2,745,859 and Purchase Order Amendment - Enterprise Resource Planning Strategic Advisory Services and Implementation Support: Slalom, Inc in the amount of \$700,000.

**Aye:** 7 - Commissioner Fleming, Commissioner Lee, Vice Chair Manfree, Commissioner Melgar, Commissioner Miley, Chair Papan and Commissioner Ramos

**Absent:** 1 - Commissioner Abe-Koga

### 4. Public Comment / Other Business

**5. Adjournment / Next Meetings:**

**The next regular meeting of the Administration Committee is scheduled to be held at the Bay Area Metro Center, 375 Beale Street, San Francisco on December 10, 2025.**

**Any changes to the schedule will be duly noticed to the public.**

Chair Papan adjourned the meeting at 10:42 a.m.