METROPOLITAN TRANSPORTATION COMMISSION

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

Board Room, 1st Floor

MEETING MINUTES

Date: Wednesday, October 14, 2026 | **Time:** 9:40 a.m.

Administration Committee

Clerk: Carsie Bonner

Roster

Gina Papan
Chair

Amber Manfree
Vice Chair

Margaret Abe-Koga
Myrna Melgar
Belia Ramos
Victoria Fleming
Nate Miley
Libby Schaaf*
Barbara Lee
Doanh Nguyen*

**Non-Voting Members*

Agenda

1. Call to Order / Roll Call / Confirm Quorum

A quorum of the Administration Committee shall be a majority of its voting members (5).

Present:	7 -	Member Fleming, Member Lee, Vice Chair Manfree, Member Melgar, Member Miley, Chair Papan, Member Ramos
Absent:	1 -	Member Abe-Koga
Non-Voting Absent:	2 -	Member Nguyen, Member Schaaf

Ex-Officio Voting Members Present: Commission Chair Noack and Commission Vice Chair Moulton-Peters

Ad-Hoc Non-voting members present: Commissioner Giacopini (remote) and Commissioner Andersen (remote)

2. Chair's Report

Commissioner Papan gave a report.

3. Consent Calendar

At the request of Chair Papan, agenda items 3b and 3c were pulled for discussion. Upon the motion by Vice Chair Manfree and second by Commissioner Miley, the Committee approved Consent Calendar agenda items 3a and 3d. The motion carried by the following vote:

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

Absent: 1 - Member Abe-Koga

3a. **Approval of the Administration Committee September 9, 2026, Meeting Minutes.** 26-2158

Action: Committee Approval

3b. **Contract – Federal Advocacy Services: Summit Strategies Government Affairs LLC ($1,297,840)** 26-2159

Action: Committee Approval

Presenter(s): Georgia Gann Dohrmann

Upon the motion by Commissioner Melgar and second by Commissioner Miley, the Committee unanimously approved the Contract with Summit Strategies Government Affairs LLC. The motion carried by the following vote:

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

Absent: 1 - Member Abe-Koga

3c. **Contract - Nelson\Nygaard Consulting Associates, Inc. - Equity Priority Communities (EPC) Refresh Phase One Evaluation ($500,000)** 26-2160

Action: Committee Approval

Presenter(s): Natasha Opfell

Upon the motion by Chair Papan and second by Vice Chair Manfree, the Committee unanimously approved the contract with Nelson\Nygaard Consulting Associates, Inc. The motion carried by the following vote:

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

Absent: 1 - Member Abe-Koga

3d. **MTC Resolution No. 4723, Revised. Establish Data Analyst classification series and amend MTC's Classification Plan.** 26-2161

Action: Commission Approval

Presenter(s): Sukari Beshears

4. Commission Approval

4a. **MTC Resolution No. 4798. Approval of Pay Schedules for CSR and Confidential Employees for Fiscal Years 22/23 through 26/27 in accordance with California Code of Regulation, Title 2, Section 570.5.** 26-2163

Approve Pay Schedules for CSR and Confidential Employees for Fiscal Years 22/23 through 26/27 in accordance with California Code of Regulation, Title 2, Section 570.5 (2 CCR §570.5).

Action: Commission Approval

Presenter(s): Nick Roethel

Upon the motion by Vice Chair Manfree and second by Member Lee, the Committee unanimously approved the referral of MTC Resolution No. 4798 to the Commission for approval. The motion carried by the following vote:

Aye:	7 -	Member Fleming, Member Lee, Vice Chair Manfree, Member Melgar, Member Miley, Chair Papan, and Member Ramos
Absent:	1 -	Member Abe-Koga

4b. **MTC Resolution No. 4799. Approval of Pay Schedules for Specific Executive Employees for Fiscal Years 24/25 through 26/27 in accordance with California Code of Regulation, Title 2, Section 570.5.** 26-2164

Approve Pay Schedules for Specific Executive Employees for Fiscal Years 24/25 through 26/27 in accordance with California Code of Regulation, Title 2, Section 570.5 (2 CCR §570.5).

Action: Commission Approval

Presenter(s): Nick Roethel

Upon the motion by Vice Chair Manfree and second by Member Lee, the Committee unanimously approved the referral of MTC Resolution No. 4799 to the Commission for approval. The motion carried by the following vote:

Aye:	7 -	Member Fleming, Member Lee, Vice Chair Manfree, Member Melgar, Member Miley, Chair Papan, and Member Ramos
Absent:	1 -	Member Abe-Koga

5. Public Comment / Other Business

Commissioners and members of the public participating by Zoom wishing to speak should use the “raise hand” feature or dial *9. When called upon, unmute yourself or dial *6.

6. 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 Wednesday, November 4, 2026 at 9:40 a.m. Any changes to the schedule will be duly noticed to the public. * Please note: the next meeting is on the 1st Wednesday of the month due to the Veteran's Day Holiday.***