

**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY
Via Electronic Participation
Public Streaming via YouTube
May 6, 2021**

NVTC Executive Committee Members Present:

Katie Cristol, Chair
Canek Aguirre
Eileen Filler-Corn
Matt Letourneau (non-voting member)
David Meyer
Dalia Palchik
Paul Smedberg (non-voting member)
David Snyder

Other NVTC Commissioners Present:

Jennifer Mitchell

Staff and Others Present:

Kate Mattice, Executive Director
Scott Kalkwarf
Steve MacIsaac
Aimee Perron Seibert
Melissa Walker

Chair Cristol called the Executive Committee meeting to order at 6:03 p.m. She explained that given the ongoing COVID-19 public health emergency, the Executive Committee meeting is being conducted electronically. This is possible because the governor signed into law on April 22, 2020 a legislative amendment to the budget bill to allow public bodies to meet electronically without a physical quorum present to discuss or transact the business statutorily required or necessary to continue operations of that public body. NVTC staff followed the procedures and guidelines in the legislation to give notice to the Commission, staff and the public.

Chair Cristol reviewed the procedures and instructions for the electronic meeting. The only visual component of the meeting is the presentation slides which are being shown on Webex for Committee members and on YouTube livestream for the public.

Ms. Mattice then called the roll and confirmed a quorum was present.

Chair Cristol noted that the summary of the February 4, 2021 Executive Committee meeting was provided and there were no corrections from committee members.

Chair Cristol asked Ms. Mattice to give an overview of the recent I-395/95 Joint Commission Working Group and Program Advisory Committee joint meeting. Ms. Mattice stated that the I-395/95 Joint Commission Working Group met to review the scoring results and staff's proposed programming approach for Commuter Choice on the I-395/95 Corridor Round Two funding, covering fiscal years 2022 and 2023. Staff recommended to the committee funding all 13 eligible proposals, subject to the public comment received, along with NVTC's program administration costs for the two years. The Joint Commission Working Group supported this approach as all of the proposals support the program's goals of moving more people and expanding transportation options in the I-395/95 corridor, and that all of them make sense to advance at this time. The 13 proposals can be accommodated within the available funding. This information will be presented to the Commission at its meeting tonight, but no action is being requested this month.

Ms. Mattice stated that the public comment period on the 13 proposals is open through May 17 and being shared through social media, online advertising and providing applicants with messaging that they can use to spread the word. So far, NVTC has received 21 public comments so far on the proposed projects.

Ms. Mattice noted that traffic congestion in the I-395/95 Corridor is increasing and the HOT Lanes are back up to pre-pandemic levels. Staff is waiting for some data analysis from Transurban on this.

Ms. Mattice asked if Mr. Snyder as chair of the Program Advisory Committee wished to comment. Mr. Snyder stated that at the joint meeting they also talked about a supplemental award of projects for the I-66 Inside the Beltway Commuter Choice Program with some available funding including \$5 million from the I-66 Outside the Beltway project. This would fund some of the projects that scored well but were not funded because toll revenues were not available. The timeframe for Commission approval of the supplemental program would be fall 2021.

Ms. Mattice previewed the Agenda for the May 6 NVTC meeting, which follows this committee meeting. Ms. Mattice noted that three public comments were received prior to the meeting. One relates to encouraging Metro to return to full service. The second asks about NVTC's approach to including disadvantaged businesses in our construction procurements activities. The third is in support of two Commuter Choice projects and those comments will be added to the Commuter choice docket. Regarding the second comment, she explained that NVTC does not have any active construction contracts and often uses state or local government procurement vehicles to maximize access to a variety of vendors. Each of these procurement vehicles have been created with DBE goals in mind. In addition, NVTC currently has several contracts with minority or women-owned small businesses for communications, graphic arts and employee training activities.

Ms. Mattice reviewed the action items on the May 6 Agenda including the minutes, Electronic Meeting Resolution, a Letter Certifying Receipt of Certain Documents from WMATA Required by State Code, a Technical Amendment to of Agreement Transform66: Inside the Beltway Project, and VRE Operating/Access Agreement and the Amended Master Lease Agreement with CSXT. Chair Cristol noted that there will be a Closed Session at the end of the meeting pertaining to a VRE item.

Ms. Mitchell spoke to the technical amendment to the I-66 MOA and explained that it was an unintentional drafting error regarding the use of the funds for debt service. She also stated that the amendment has some other non-substantive technical edits. Ms. Mattice stated that NVTC staff and legal counsel concur that the Commission should approve this amendment. Mr. MacIsaac gave some more information on the VRE agreement with CSXT.

Ms. Mattice gave an update on upcoming Commission meetings. The NVTC WMATA Committee is scheduled to meet on May 20 at 6:00 p.m. and then again on June 30 at 6:00 p.m. where the focus will be on the 2021 Annual Report on the Performance and Condition of WMATA and an overview of the 3% Cap Working Group's companion report. For the July 1 NVTC meeting, staff is working on a multi-pronged effort to provide the Commission with case studies and policy considerations regarding zero-fare or reduced-fare bus services.

Finally, after two years without any staff departures, Ms. Mattice announced that NVTC Program Analyst Matt Cheng, who has created all of NVTC's fabulous maps, worked on the TBEST transit model for the jurisdictions, and coordinated the regional Metrorail station shutdown efforts, will be leaving NVTC later this month to head to graduate school in Boston. He will definitely be missed.

Chair Cristol then directed the discussion to the topic about returning to in-person meetings and what that would look like. Currently NVTC has permission under the governor's emergency declaration to hold electronic meetings without a physical quorum. There is an option now to explore permitting a small number of Commissioners to convene in-person. She is suggesting a hybrid approach with the meeting effectively identical to what NVTC has been doing for a year, run via WebEx with public and staff watching the live YouTube stream. This would of course change if the governor lifts the executive emergency order. Ms. Perron Siebert stated that the governor may lift the executive order at the end of June, so she is monitoring this for NVTC. If he does, NVTC would be required to have an in-person quorum present and the public would have access to the meeting. Chair Cristol asked for feedback from committee members, who provided the status of what their jurisdictions are doing for meetings. They all concurred that providing for in-person meetings is a good strategy.

Ms. Filler-Corn arrived at 6:27 p.m. and joined the discussion.

Chair Cristol stated that to give staff more time to work out technical issues, NVTC would be looking at returning to a hybrid in-person meeting for the July 1 Commission meeting. There were no objections to presenting this approach to the entire Commission. Ms. Mattice noted that there are some logistical issues, such as spacing in the room, boxed dinners, etc., that need to be worked out so it would be helpful to have an idea of how many Commissioners would come in-person. It was agreed that Commissioners would be surveyed on their interest in returning to in-person meetings. In response to a question from Ms. Palchik, Chair Cristol stated that NVTC would continue to receive public comment and live-stream the meetings.

The Executive Committee then adjourned at 6:38 p.m.