

**NVTC EXECUTIVE COMMITTEE MEETING
THURSDAY, OCTOBER 6, 2022
NVTC SUITE #230 CONFERENCE ROOM
2300 Wilson Blvd., Arlington, VA 22201
6:00 p.m.**

AGENDA

Masks are no longer required at NVTC. Attendees may choose to wear a mask based on their own personal preference.

1. Meeting Summary of the July 7, 2022 Executive Committee Meeting
2. Review of the October 6, 2022 NVTC Agenda
3. FY 2024 Key Budget Issues
4. Executive Director Annual Performance Review Process

Members:

Canek Aguirre, Chair
Walter Alcorn
Katie Cristol
Matt de Ferranti
Adam Ebbin
Matt Letourneau
David Meyer
Dalia Palchik
Paul Smedberg
Dave Snyder

**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY
NVTC Suite #230 Conference Room
2300 Wilson Blvd., Arlington, Virginia
July 7, 2022**

NVTC Executive Committee Members Present:

Canek Aguirre, Chair
Katie Cristol
Adam Ebbin
Matt de Ferrenti
Matt Letourneau (non-voting member)
David Meyer
Dalia Palchik (*via electronic participation*)
Paul Smedberg (non-voting member)
David Snyder

NVTC Executive Committee Members Absent:

Walter Alcorn

Staff and Others Present:

Kate Mattice, Executive Director
Genoveva Cutrell
Allan Fye
Rhonda Gilchrest
Scott Kalkwarf
Dwight Buracker (*via electronic participation*)
Noelle Dominguez

Chair Aguirre called the Executive Committee meeting to order at 6:05 p.m. He noted that Ms. Palchik was participating electronically from Fairfax County due to a medical reason. Ms. Mattice confirmed a quorum was present.

Chair Aguirre noted that the summary of the May 5, 2022, Executive Committee meeting was provided and there were no corrections from committee members. Also, there was no public comment received for this month's Commission meeting.

Ms. Mattice previewed the Agenda for the July 7 Commission meeting, which follows this meeting. She began by reviewing the Consent Agenda items, which include the Envision Route 7 Strategic Framework, an application to acquire procurement cards, and an extension to the government relations contract. Other actions include the Revised NVTC Electronic Participation Policy and two VRE actions, including the Amtrak Access and Storage Agreement, and two Master Funding Agreements with the Virginia Passenger Rail Authority (VPRA). Other meeting highlights

include a discussion about the CTB changes to the Commonwealth Mass Transit Fund and NVTC-WMATA state assistance, a presentation about the Yellow Line Bridge/Tunnel and Potomac Yard-Related Metrorail shutdown, a presentation on Regional Transit Performance through the Pandemic, a briefing on the Transit Equity and Modernization Study, legislative updates, and reports from the Virginia WMATA Board Members, VRE CEO and Acting DRPT Director.

Mr. Snyder joined the discussion at 6:18 p.m.

Ms. Mattice elaborated further on the NVTC Electronic Participation Policy. Newly passed legislation will now allow all-virtual meetings beginning on September 1. However, the Commission and its committees and subcommittees are restricted to all-virtual meetings two times per year or 25% of meetings held during a calendar year, whichever is greater. Furthermore, all-virtual meetings cannot be held back-to-back. Ms. Mattice shared with the committee that NVTC staff will be having a fall agenda planning meeting in the coming weeks and will be able to go into more detail and return with some suggestions for all-virtual meetings. Ms. Gilchrest added that this provision will allow NVTC some flexibility when there is trouble reaching quorum. More information will be presented to the Executive Committee in September.

Ms. Mattice then briefed the Executive Committee on the Commonwealth Transportation Board's (CTB) action to remove funding for NVTC-WMATA. At the June meeting, CTB moved to approve the Department of Rail and Public Transport (DRPT) Six-Year Improvement Plan (SYIP). At this time, Secretary of Transportation Miller directed to remove \$72 million from the NVTC-WMATA Assistance funding line. Ms. Mattice noted that this is a 26% decrease from what was proposed in April when the draft FY 2023 DRPT Six Year Improvement Plan was released; however, it is a 16% increase over what was approved for FY 2021.

During the discussion, Ms. Mattice informed the committee that she would be traveling to the July 20 CTB meeting to deliver remarks regarding the action to remove funding for NVTC-WMATA and committee members agreed that her remarks needed to be coordinated and concise. They suggested the executive director work with Commissioners to lay out a unified message. Ms. Mattice stated that NVTC legislative liaison, Aimee Perron Seibert, had already circled in jurisdictional staff on this issue. Committee members agreed that Ms. Mattice's remarks should include a component to educate the CTB members about the work that is being done by NVTC and the NVTC WMATA Committee to analyze and communicate NVTC's own concerns on the WMATA budget and operations.

Mr. Snyder left the room at 6:46 p.m.

Chair Aguirre noted that the Executive Committee also serves as the Audit Committee. Ms. Mattice explained that the Executive Committee, in its role as the Audit Committee, was asked to meet with Dwight Buracker from PBMares, as he is partner in charge of NVTC's account. Mr. Buracker spoke directly with the committee once staff vacated the room.

Chair Aguirre adjourned the meeting at 6:58 p.m.

**NVTC COMMISSION MEETING
THURSDAY, OCTOBER 6, 2022
MAIN FLOOR CONFERENCE ROOM
2300 Wilson Blvd., Arlington, VA 22201
[Public Streaming Via YouTube](#)
7:00 p.m.**

***UPDATED**

AGENDA

Masks are no longer required at NVTC. Attendees may choose to wear a mask based on their own personal preference.

5:45 p.m. Boxed Dinners Available for Commissioners Only

6:00 p.m. Executive Committee Meeting – NVTC Suite #230 Conference Room

7:00 p.m. Commission Meeting – First Floor Large Conference Room ([public streaming](#))

*NVTC is also receiving general public comment. **The deadline for written public comments is 3:00 p.m., Thursday, October 6 via [NVTC's website](#).** Comments will be provided to Commissioners prior to the October 6 meeting.*

1. Opening Remarks
 - General Public Comments Received
2. **ACTION: Approve the Minutes of the September 1, 2022 NVTC Meeting**
3. **ACTION: Approve the Consent Agenda (subject to chair approval)**
 - A. **ACTION: Authorize the Notice of Direct Contribution to the Jurisdictions**
 - B. **ACTION: Authorize the Issuance of a Request for Proposals for the Northern Virginia Regional Bus Analysis**
 - C. **ACTION: Authorize the Chair to Send a Letter of Endorsement of Loudoun County's Transit Ridership Incentive Program (TRIP) Grant Application**
4. **Report from the Chairs of the Program Advisory Committee and the Joint Commission Working Group**
 - A. **ACTION: Authorize the Executive Director to Submit the NVTC Commuter Choice Program FY 2022 Annual Report to the Commonwealth Transportation Board**
 - B. **Commuter Choice I-395/95 Call for Projects and Proposed Policy Changes Update**

5. Washington Metropolitan Area Transit Authority (WMATA)
 - A. Report from the Virginia WMATA Board Members
 - B. Report from the Chair of the WMATA Committee
 - C. Other WMATA News
6. Report from the Chair of the Legislative and Policy Committee
 - A. NVTC Draft 2023 State and Federal Legislative Priorities
 - B. Annual Joint NVTC-PRTC Legislative Forum
7. **Virginia Railway Express (VRE)**
 - A. VRE CEO Report and Minutes
 - B. **ACTION: Approve Resolution #2486: Authorize the VRE CEO to Refer the Preliminary FY 2024 VRE Operating and Capital Budget to the Jurisdictions**
8. Department of Rail and Public Transportation (DRPT)
9. Executive Director Report
 - A. Executive Director Newsletter
 - B. Marketing Campaign Wrap-Up
 - C. NVTC Financial Report
10. Closed Session