

**NVTC EXECUTIVE COMMITTEE MEETING  
THURSDAY, FEBRUARY 2, 2023  
NVTC SUITE #230 CONFERENCE ROOM  
2300 Wilson Blvd., Arlington, VA 22201**

**6:15 p.m.  
(Please Note Different Start Time)**

**AGENDA**

1. Meeting Summary of the January 5, 2023 Executive Committee Meeting
2. Review of the February 2, 2023 NVTC Agenda
3. Future NVTC Events

**Members:**

Dalia Palchik, Chair  
Canek Aguirre  
Walter Alcorn  
Sarah Bagley  
Matt de Ferranti  
Adam Ebbin  
Matt Letourneau  
Paul Smedberg  
Dave Snyder

**NVTC EXECUTIVE COMMITTEE**  
**MEETING SUMMARY**  
**NVTC Suite #230 Conference Room**  
**2300 Wilson Blvd., Arlington, Virginia**  
**January 5, 2023**

**NVTC Executive Committee Members Present:**

Canek Aguirre, Chair  
Katie Cristol  
Matt de Ferranti  
Adam Ebbin  
Matt Letourneau (non-voting member)  
Dalia Palchik  
Dave Snyder

**NVTC Executive Committee Members Absent:**

Walter Alcorn  
Paul Smedberg (non-voting member)

**Other NVTC Commissioners Present:**

Jennifer DeBruhl

**Staff and Others Present:**

Kate Mattice, Executive Director  
Genoveva Cutrell  
Allan Fye  
Scott Kalkwarf  
Steve MacIsaac  
Aimee Perron Seibert  
Kirk Dand – Arlington County

Chair Aguirre called the Executive Committee meeting to order at 6:14 p.m. Ms. Mattice confirmed an in-person quorum was present.

Chair Aguirre noted that the summary of the December 1, 2022 Executive Committee meeting was provided and there were no corrections from committee members.

Ms. Mattice previewed the Agenda for the January 5, 2023 NVTC Commission meeting, which follows this committee meeting. Ms. Mattice began by reminding the committee that this evening was our once-a-year public hearing and it is also our annual meeting for the installation of new officers. Regarding the public hearing, Ms. Mattice did note that there will be at least three in-person speakers and that NVTC has also received online comments that will also be read aloud at this evening's meeting.

Ms. Mattice reviewed action items. Following this evening's public hearing the Commission will have the opportunity to approve NVTC's FY 2024 General and Administrative Budget and Work Plan. Other action items include the VRE proposed FY 2024 Budget and Revised FY 2023 Budget and authorizing VRE to apply for I-395/95 FY 2024-FY 2025 Commuter Choice Program. There will also be a WAMTA update, and Ms. Perron-Seibert will provide a legislative update.

Mr. Ebbin arrived at 6:17 p.m.

Ms. Mattice then provided the Executive Committee with a lookahead for the coming year. She first pointed out that staff anticipates a lot of behind the scenes work to provide guidance to the commission on how to proceed with future WMATA operational funding. This work includes scoping out funding options that work well for Virginia, analysis to understand the full impact of taking over or not taking over more Metrobus routes in Virginia, and the findings from the updated Value of Transit to the Commonwealth study. NVTC also expects to launch the next planning activities for the Route 7 BRT project which includes another round of outreach in Falls Church this spring. Also in the spring, the marketing team will begin their next regional transit marketing campaign, building upon the success of the last project.

In the coming months, the Commission can also expect to select the next round of I-395/95 commuter choice projects and learn more about NVTC's research on how to best implement Zero Emission Bus on a regional scale. Ms. Mattice mentioned that staff is working with Mary Hynes at the CTB to help plan for a potential tour of NOVA transit systems for CTB members in October. Ms. Mattice also anticipates a lot of outreach to General Assembly members following the 2023 House and Senate races to help them understand the importance of investing in transit that serves Northern Virginia.

### Closed Session

Chair Aguirre announced that the Executive Committee would be going into closed session to wrap up the discussion about the Executive Director's review. Chair Aguirre reviewed the Closed Session procedures. He explained that the Executive Committee will return to Open Session following the discussion. Ms. Cristol moved, with a second by Mr. Ebbin, the following motion to go into Closed Session:

Pursuant to the Virginia Freedom of Information Act (Section 2.2-3711.A.1 of the Code of Virginia), the Northern Virginia Transportation Commission Executive Committee moves to convene a Closed Session to discuss a personnel matter concerning the executive director's performance evaluation.

The vote in favor was cast by Commissioners Aguirre, Cristol, de Ferranti, Ebbin, Letourneau, Palchik and Snyder. The motion passed.

The Executive Committee entered into Closed Session at 6:30 p.m. and returned to Open Session at 6:42 p.m.

Mr. Ebbin moved, with a second by Ms. Cristol, the following certification:

The Northern Virginia Transportation Commission Executive Committee certifies that, to the best of each member's knowledge and with no individual member dissenting, at the just concluded Closed Session:

- 1) Only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed; and
- 2) Only such public business matters as were identified in the motion by which the closed session was convened were heard, discussed or considered.

The vote in favor was cast by Commissioners Aguirre, Cristol, de Ferranti, Ebbin, Letourneau, Palchik and Snyder. The motion passed.

Chair Aguirre adjourned the meeting at 6:44 p.m.

**NVTC COMMISSION MEETING  
THURSDAY, FEBRUARY 2, 2023  
MAIN FLOOR CONFERENCE ROOM  
2300 Wilson Blvd., Arlington, VA 22201  
[Public Streaming Via YouTube](#)  
7:00 p.m.**

**AGENDA**

**5:45 p.m. Boxed Dinners Available for Commissioners Only**  
**6:15 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 comments. **The deadline for written general public comments is 3:00 p.m., Thursday, February 2, 2023 via [NVTC's website](#).** Comments will be provided to Commissioners prior to the February 2 meeting.*

1. Opening Remarks
  - General Public Comments Received
2. Oath of Office for a New Commissioner
3. **ACTION ITEM: Approve the Minutes of the January 5, 2023 NVTC Meeting**
4. **ACTION: Approve the Consent Agenda (subject to approval of chair)**
  - A. **ACTION: Approve the Updated 2023 Committee Roster**
  - B. **ACTION: Approve Resolution #2496: Approve the FY 2024 State Assistance Applications to DRPT**
    - **State Aid to Localities and the Virginia Railway Express**
    - **Technical Assistance Grants and Transit Fellow Grant**
  - C. **ACTION: Authorize the Executive Director to Award the Contract for the Northern Virginia Regional Bus Analysis**
  - D. **ACTION: Authorize the Chair to Send a Letter of Endorsement for Arlington County's Application for the U.S. Department of Transportation's Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant**
5. Washington Metropolitan Area Transit Authority (WMATA)
  - A. Report from the Virginia WMATA Board Members
  - B. Report from the Chair of the NVTC WMATA Committee
  - C. Other WMATA News

6. Legislative Update
  - A. General Assembly Update
  - B. Federal Update
7. Commuter Choice Program
  - A. I-395/95 (FY 2024-FY 2025) Summary of Applications Received
  - B. I-395/95 Commuter Choice FY 2024-2025 Program of Projects Development Process
8. Transit Technology Program
  - A. Northern Virginia Regional Fare Update
  - B. Northern Virginia Zero-Emission Bus Strategic Plan Update
9. **Virginia Railway Express (VRE)**
  - A. VRE CEO Report and Minutes
  - B. VRE 2022 Annual Report
  - C. **ACTION ITEM: Approve Resolution #2497: Authorize the VRE CEO to Execute a Funding Agreement with Amtrak to Provide a Share of the Local Match Requirement for the Track 22 Rehabilitation Project at Washington Union Station**
  - D. VRE Transit Asset Management Plan 2022 Update
  - E. VRE Operations Board 2023 Meeting Schedule
10. Department of Rail and Public Transportation (DRPT)
11. Executive Director Report
  - A. Executive Director Newsletter
  - B. NVTC Financial Report