



NVTC EXECUTIVE COMMITTEE MEETING SUMMARY – NOVEMBER 7, 2024

Via Electronic Participation
Public Streaming via YouTube

NVTC Executive Committee Members Present via Electronic Participation:

Matt de Ferranti, Chair
Canek Aguirre
Walter Alcorn
Sarah Bagley
Adam Ebbin
Dalia Palchik
Paul Smedberg (non-voting member)
David Snyder

NVTC Executive Committee Members Absent:

Matt Letourneau

Staff and Others Present via Electronic Participation:

Kate Mattice, Executive Director
Andrew D’huyvetter
Rhonda Gilchrest
Scott Kalkwarf
Melissa Walker

Chair de Ferranti called the all-virtual Executive Committee meeting to order at 6:04 p.m. and noted that staff followed the procedures and guidelines in NVTC’s Electronic Participation Policy, to give notice to the Commission, staff and the public. This meeting is simultaneously being broadcast to the public on YouTube. He reviewed the procedures for the electronic meeting, including that any votes would be conducted by roll call vote and reminded Commissioners about the requirements that cameras must be on to constitute a quorum.

Board Administrator Rhonda Gilchrest conducted roll call and confirmed a quorum was present.

Chair de Ferranti noted that the summary of the October 3, 2024, Executive Committee meeting was provided in the meeting materials and there were no corrections from committee members.

Ms. Mattice then briefed the Executive Committee on NVTC’s work toward long-term sustainable dedicated funding for transit. She stated that since the last committee meeting there have been a lot of staff level activities and that meetings for both SJ 28 and DMVMoves are coming up in the next week. Senator Ebbin added that the SJ 28 Joint Subcommittee will consider recommendations from the technical working group on additional revenue sources for which to

develop revenue estimates. Chair de Ferranti and Mr. Smedberg confirmed that the previously planned DMVMoves November 14 meeting would be canceled and will focus on the December 2 meeting.

Ms. Mattice reviewed the November 7 Commission meeting agenda and informed the committee that no public comments were received for this month's meeting; however, next month there will be the annual public hearing on NVTC's Work Plan. Action items include approving the 2025 meeting schedule, the RFP for creative services, and the RFP for technical support services to assist in analysis related to the SJ 28 Joint Subcommittee. Ms. Mattice also highlighted that the Commission will be briefed on the 2024 Annual Report on the Performance and Condition of WMATA and the proposed 2025 NVTC and VRE Legislative Agendas. There will also be a briefing on the Route 7 Strategic Plan. Ms. Mattice also reminded the committee that there will be a Closed Session at the end of the agenda for her performance review.

Ms. Palchik asked if the Better Bus Network redesign has been considered in the Route 7 Strategic Implementation Plan. Ms. Mattice assured Ms. Palchik that NVTC staff has been working closely with WMATA throughout the development of the strategic plan and it's in alignment with the Better Bus Network redesign.

Ms. Mattice updated the committee on staff changes at NVTC including introducing Andrew D'huyvetter as the Director of Programs and Policy, since Allan Fye left NVTC for a job at the Federal Transit Administration. The change in staffing has also provided some vacancies which NVTC will be moving to fill soon. She also updated the committee on the December Legislative Forum and stated that there would be a panel of transit general managers and a panel of DMVMoves and SJ 28 leaders.

Director of Finance and Administration Scott Kalkwarf gave a brief overview of the FY 2026 draft budget. He stated that total expenditures increased by 2.9% over the previous year's budget. He further explained that the budget is mostly funded by jurisdictional contributions via DRPT. Mr. Alcorn asked if a provision for transit funding research is included in the budget. Ms. Mattice explained that the money for transit funding research is included in the current fiscal year's budget.

Mr. Snyder joined the meeting at approximately 6:20 p.m.

Closed Session

The committee then spent some time focusing on the executive director's annual review process. Mr. de Ferranti moved, with a second by Ms. Palchik, the following motion:

Pursuant to the Virginia Freedom of Information Act (Section 2.2-3711A(1) of the Code of Virginia), the Northern Virginia Transportation Commission's Executive Committee authorizes discussion in Closed Session concerning the executive director's annual performance review.

The vote was conducted by a roll call vote and the motion passed. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Palchik, Smedberg and Snyder.

The Executive Committee went into Closed Session at 6:27 p.m. and returned to Open Session at 6:50 p.m.

Chair de Ferranti moved, with a second by Mr. Ebbin, the following certification:

The Northern Virginia Transportation Commission's 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 was conducted by a roll call vote and the motion passed. The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, de Ferranti, Ebbin, Palchik, Smedberg and Snyder.

With no further discussion, Chair de Ferranti adjourned the meeting at 6:52 p.m.