

**NVTC EXECUTIVE COMMITTEE
MEETING SUMMARY – OCTOBER 16, 2025
NVTC Suite #230, 2300 Wilson Blvd
Arlington, VA 22201**

NVTC Executive Committee Members Present:

David Snyder, Chair
Canek Aguirre
Walter Alcorn
Sarah Bagley
Adam Ebbin
Paul Smedberg

NVTC Executive Committee Members Absent:

Matt de Ferranti
Matt Letourneau
Dalia Palchik

Staff and Others Present:

Kate Mattice, Executive Director
Genoveva Cutrell
Andrew D’huyvetter
Scott Kalkwarf
Ann McGrane
Rhonda Gilchrest
Vikram Sinha
Kirk Dand (Arlington County)

Chair Snyder called the Executive Committee meeting to order at 6:08 p.m. Ms. Mattice stated there was no quorum; however, the meeting could begin with discussion items. Ms. Mattice confirmed that no Commissioners requested electronic participation.

With Mr. Smedberg’s arrival at 6:09 p.m., Ms. Mattice announced that quorum was reached.

The summary of the September 4, 2025 Executive Committee meeting was presented and there were no corrections or changes requested by the committee members.

Chair Snyder announced that the Executive Committee agenda will be adjusted and the Closed Session for the executive director’s review will go first to accommodate a prior commitment of Committee Member Sarah Bagley, who has to leave early.

Chair Snyder stated that the Executive Committee will now enter into Closed Session for a personnel matter. He explained that the committee will return to Open Session once the discussion concludes.

Mr. Aguirre moved, with a second by Ms. Bagley, the following motion:

“Pursuant to the Virginia Freedom of Information Act (Section 2.2-3711.A.1 of the Code of Virginia), the Northern Virginia Transportation Commission moves to convene a Closed Session to discuss a personnel matter concerning the executive director’s annual performance review.”

The vote in favor was cast by Commissioners Aguirre, Alcorn, Bagley, Smedberg and Snyder. The motion passed.

The Commission entered into Closed Session at 6:11 p.m. and returned to Open Session at 7:02 p.m. Mr. Ebbin arrived and joined the Closed Session at 6:40 p.m. and Ms. Bagley left the Closed Session at 6:45 p.m.

Mr. Alcorn moved, with a second by Mr. Aguirre, the following certification:

The Northern Virginia Transportation Commission 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, Alcorn, Bagley, Bierman, Ebbin, Smedberg, and Snyder. The motion passed.

Ms. Mattice gave a brief update on NVTC’s proposed FY 2027 Budget. Mr. Smedberg asked about NVTC's insurance plan. Ms. Mattice explained that NVTC has three different tiers of coverage through Kaiser Permanente. Ms. Mattice then reviewed the proposed NVTC 2026 Meeting Schedule, which will be brought to the full Commission for action at the November 6 meeting.

With no further comment, Mr. Snyder adjourned the Executive Committee meeting at 7:08 p.m.