

MINUTES
NVTC COMMISSION MEETING – OCTOBER 6, 2016
NAVY LEAGUE BUILDING – FIRST FLOOR CONFERENCE ROOM
ARINGTON, VIRGINIA

The meeting of the Northern Virginia Transportation Commission was called to order by Chairman Fisetto at 7:37 P.M.

Members Present

David Albo
Sharon Bulova
John Cook
Jim Corcoran
Katie Cristol
Christian Dorsey
Adam Ebbin
Jay Fisetto
John Foust
Catherine Hudgins
David LaRock
James LeMunyon
Matt Letourneau
Tim Lovain
Jeff McKay
Ron A. Meyer
Jennifer Mitchell (Alternate, Commonwealth)
Paul Smedberg
David Snyder
Jennifer Wexton

Members Absent

Jeff Greenfield
J. Randall Minchew

Staff Present

Karen Finucan Clarkson
Jen Deci
Rhonda Gilchrest
Dan Goldfarb
Patricia Happ
Scott Kalkwarf
Kate Mattice
Aimee Perron Siebert
Steve Maclsaac (Counsel)
Doug Allen (VRE)
Joe Swartz (VRE)
Todd Horsley (DRPT)

Opening Remarks

Chairman Fisetta thanked those Commissioners who participated in the Closed Session meeting prior to this meeting. He stated there will be a Closed Session at the end of this meeting as well.

Minutes of the September 1, 2016 NVTC Meeting

Mr. Meyer moved, with a second by Mr. Letourneau, to approve the minutes. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisetta, Foust, Hudgins, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Consent Agenda

On a motion by Mr. Dorsey and a second by Mr. McKay, the Commission unanimously approved the following Consent Agenda:

- A. Authorize Staff to Provide Notice of Direct Contributions to NVTC's Jurisdictions
- B. Authorize the Acting Executive Director to Enter into an Agreement with a Tenant Broker

The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisetta, Foust, Hudgins, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Transform 66 Multimodal Project

Chairman Fisetta welcomed Nick Donohue, Assistant Secretary of Transportation, and Amanda Baxter, Transform66 Project Manager.

Ms. Mattice explained that as part of administering the I-66 Multimodal project, staff is working with each awarded jurisdiction to finalize their funding agreements. These agreements will assure that the awarded recipient is in compliance with the terms of the *Memorandum of Agreement Transform 66: Inside the Beltway Project* and the expectations of performance articulated in the Component Agreement and appendices. Prior to execution, the agreements will be populated with the specific information for each awarded component, resulting in separate Component Agreements for each award.

Delegate Albo arrived at 7:41 P.M.

Mr. Snyder asked a question about whether the component agreement language waives sovereign immunity (paragraph 14). Mr. Maclsaac explained that this issue has been discussed with the jurisdictions and it does not constitute a waiver. It is the contractors who will do the work and not the jurisdictions.

Mr. Smedberg moved, with a second by Mrs. Bulova, to authorize the Acting Executive Director to execute the Component Agreements. The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Ms. Mattice stated the Commission is also being asked to authorize her to sign the amended *Memorandum of Agreement Transform 66: Inside the Beltway Project* (MOA) between NVTC and the Commonwealth. She reviewed the four major changes to the MOA:

1. Remove references to the use of tolls for widening the facility;
2. Modify language to enhance the credit-worthiness of the toll revenues;
3. Clarify the use of funds for transit operations; and
4. Address technical corrections identified by the Commonwealth, NVTC staff and NVTC jurisdictions.

Ms. Mattice also noted Commissioners were provided with a blue sheeted copy of the MOA and Mr. MacIsaac reviewed the recent changes. He stated that these changes were issues that were able to be resolved in the last 48 hours.

Delegate LaRock arrived at 7:47 P.M. and joined the discussion.

Mrs. Bulova moved, with a second by Mr. Smedberg, to authorize the Acting Executive Director to execute the amended MOA.

Delegate LeMunyon asked about the U.S. Code citation (23 USC §166) in lines 103/104. Mr. Donohue explained that the change is to comply with federal code requirements. The current federal requirement calls for a minimum travel speed of 45 miles per hour. If this requirement changes in the future, the Commonwealth must comply with this federal regulation. This change just updates the reference to the federal code citation.

Delegate LeMunyon stated he will vote no because he has not heard a good reason to use debt for any project. Chairman Fisette noted that there is nothing in the MOA that presupposes that NVTC will ever choose to issue debt; it just sets the parameters to do so.

The Commission then voted on the motion and it passed. The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, Letourneau, Lovain, McKay, Smedberg, Snyder and Wexton. Commissioners Albo, LaRock, LeMunyon and Meyer voted no.

Washington Metropolitan Area Transit Authority (WMATA)

Proposed Changes to Metrorail Service Hours. Mrs. Hudgins reported that the WMATA General Manager has proposed service hours changes to allow for additional time for maintenance. There will be a public open house on this issue on October 20th

with additional outreach through October 25th. She stated that this will be a defining decision facing the WMATA Board, which has a commitment to safety as well as a need to provide transportation to a growing urban system.

Ms. Mattice gave an overview of the data that was provided by WMATA and analyzed by NVTC staff to show the impact to Northern Virginia riders. Chairman Fissette stated a draft letter has been prepared for discussion.

Mr. Corcoran moved, with a second by Mr. Smedberg to authorize the Chairman to send the letter to WMATA.

Mr. Cook expressed his concern that for many years WMATA has put service over maintenance and the region is now faced with a big Metrorail maintenance problem. He observed that the way the letter is written it could be interpreted that NVTC is advocating service first or at least the same as maintenance. In regards to safety, he suggested striking "should be a priority" and replace it with "must be a top priority" in the second paragraph. He also suggested removing "an appropriate balance." There were no objections to these friendly amendments.

Mr. Foust stated that it is not only important from a safety standpoint but an economic standpoint to have a safe and reliable Metro service. He suggested adding "First and foremost," to the beginning of the last paragraph. There were no objections.

Mr. Letourneau expressed his concern that the letter was drafted without any initial input from Commissioners. He observed that the tone of the letter could be interpreted as being negative towards the proposed service hours changes. He expressed his disappointment with many local leaders who have reacted negatively to this first big proposal the General Manager has brought forward to make the system safe. He stated that the entire region needs to be more open to this.

Several Commissioners had questions about the paragraph about SafeTrack. Ms. Mattice explained that the intent of the paragraph was to ask as like what has occurred with SafeTrack, if there are opportunities to close a line or segment of a line on different nights of the week instead of closing the entire system. Mr. Smedberg suggested removing the paragraph. Mr. Dorsey noted that there is nothing in that paragraph that hasn't been said openly by the WMATA Safety Committee, the Federal Transit Administration, as well as the WMATA Board of Directors. Ms. Hudgins and Mr. Corcoran agreed that the paragraph should be removed.

Mr. Corcoran stated that it is important to clearly define NVTC's priorities for WMATA. He asked if it is it to move masses during working hours or to more a few people late at night. He sees WMATA's number one priority as safety followed by reliability.

Senator Ebbin suggested changing the wording to "Could WMATA explore whether total system closure is the most effective or necessary use of time available for the maintenance of the system." Mr. McKay expressed his opinion that the paragraph should be removed. He reminded the Commission that there is going to be a robust public outreach during October. NVTC will meet again before the WMATA Board takes action.

NVTC's November meeting would provide another opportunity to fine tune comments based on public comment. NVTC could send a second follow-up letter and include this comment.

In response to a comment by Mr. Meyer, Commissioners agreed to add "sporting events and special events" to the list of evening events that could be impacted (page 2).

Mr. Snyder requested the following paragraph be added to the letter:

We wish to make one other very important point. Tens of thousands of our constituents rely on Metro to get to and from their jobs during rush hours. There have already been significant disruptions to this service. We request that in the future you minimize these disruptions as well, consistent with the need to upgrade the safety of the system.

Mr. Snyder observed that when looking at the data and analysis, an early closing time will affect only 250 people at a station compared to the 15,000 riders using the same station during a typical day during rush hour. Mr. Letourneau suggested adding Mr. Snyder's paragraph to the first paragraph after the sentence that ends with "businesses" and add "At the same time," to the last sentence. Commissioners agreed to add Mr. Snyder's paragraph.

Mrs. Bulova observed that the analysis and data provided by staff is valuable. She stated that asking the question if WMATA could explore a revolving schedule of shut downs could be considered. Mr. Dorsey suggested waiting until after the public hearings and include this in a follow-up letter as Mr. McKay suggested. Commissioners then discussed whether to defer the letter. Mr. Corcoran stated that the other jurisdictions have already submitted comments. He would not want to see Virginia being the only jurisdiction not commenting. Mrs. Bulova agreed to hold her comments until the next follow-up letter. Commissioners agreed to remove this paragraph from the letter.

The Commission then voted to approve the letter with the agreed upon changes. The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Ebbin, Fisette, Foust, Hudgins, LaRock, LeMunyon, Lovain, McKay, Smedberg, Snyder and Wexton. Commissioners Cristol, Dorsey, Letourneau and Meyer voted no.

Mr. Dorsey gave an update of SafeTrack. WMATA is in the middle of surge #9, which is 42 days of single tracking between Vienna and West Falls Church on the Orange Line. There are two more surges scheduled in 2016 with another four in 2017, which include three affecting Northern Virginia on the Yellow and Blue lines. He reported that WMATA continues to see significant progress in many areas. WMATA has submitted 62 percent of the corrective actions for approval by FTA. Half of these corrective action plans have been closed. APTA conducted a peer review and the preliminary report is encouraging.

Mr. Smedberg reported that he participated in a public hearing on the King Street Metrorail station improvement plan. The public comment period is open until October 17th. He also noted the Capital Committee met and discussed upcoming budget issues. Mr. Corcoran stated that this will be a difficult budget year with ridership and revenues down.

Budget assumptions will be previewed by the Board next week. He also reported that the financial audits will be released later this month.

Department of Rail and Public Transportation

DRPT Report. Ms. Mitchell encouraged Commissioners to read the written DRPT Report. She highlighted the Governor's Transportation Conference being held October 19-21 in Crystal City. The Commonwealth Transportation Board will meet on the 18th and 19th, which includes a tour the Metro system's SafeTrack efforts.

Metro Safety Commission. Ms. Mitchell introduced Mark Viani, legal advisor from Bean Kinney & Korman; Kevin Reigrut, Maryland Assistant Secretary of Transportation Policy and Planning; Todd McIntyre, Deputy Chief of Staff District Department of Transportation; and Chuck Bean, Kanti Srikanth and Sharon Pandak, Metropolitan Washington Council of Governments.

Ms. Mitchell gave an overview of the Metro Safety Commission, including historical context, legislation, governance, administrative powers, safety powers, and enforcement powers. The work on the draft legislation has been ongoing over the past year and has truly been a regional collaboration between the three jurisdictions. The Commonwealth is making a presentation to the Joint Transportation Subcommittee on October 19th.

Delegate Albo asked a question regarding how the budget will be decided and expressed concern that as part of a compact, Virginia will have no say if Maryland and the District of Columbia's decide something different. By creating a compact, Virginia is giving up authority of how the Metro Safety Commission is run. Ms. Mitchell and Mr. Viani provided more information on the structure of the Metro Safety Commission and how it would be budgeted. Ultimately the funding authority presides in the legislative bodies of the three jurisdictions. The District of Columbia also requires approval by Congress.

In response to a question from Mr. Foust, Mr. Viani explained Section 4 and reviewed enforcement authority.

Delegate LeMunyon asked about the process going forward. Mr. Viani explained the District of Columbia will be the first to vote on the legislation in December. It will then go to the Virginia and Maryland legislatures. The Commonwealth plans to meet with Virginia legislators to review the legislation and seek comment prior to the General Assembly session. Ms. Mitchell noted that each jurisdiction has different concerns and the difficult job is to try to balance all these issues and reach a compromise, since all three jurisdictions have to pass identical legislation. Comments from Virginia and Maryland legislators will be considered before the District of Columbia's vote.

Mr. Meyer explained Delegate Minchew could not attend this meeting and asked him to convey several concerns. He is concerned that Section 61 regarding signatories is not constitutional with Virginia law. Mr. Viani stated that they have been working with the Virginia Attorney General on these types of issues. Chairman Fisette noted that Delegate Minchew submitted several comments and edits that have been passed along.

Mr. McKay stated he has seen Maryland and the District threaten to shut down the Metro system over disagreement over the WMATA budget since there needs to be unanimous agreement by all three jurisdictions. He asked why there is not a baseline requirement of a funding amount for all three jurisdictions, where increases in the budget could then be unanimously agreed upon. Mr. Viani stated this is an excellent suggestion.

Senator Wexton stated it is her understanding that paragraph 44 is specific to the District. She asked if there is a problem with the language that would result in the District not having to pay its fair share. Mr. Viani explained why this provision is included. If a jurisdiction refuses to fund the MSC, the other jurisdictions are not obligated to fund it. Ms. Mitchell stated that this language is also in the WMATA Compact. In response to another question from Senator Wexton, Ms. Mitchell explained that the Virginia Governor will appoint Virginia's members.

Delegate LaRock asked what is the definition of "Metrorail" on page 6. Mr. Viani stated that it is used as a term for the Metrorail system. Ms. Mitchell further explained that federal guidelines state it refers to those facilities that are integral to the Metrorail system operation. Mr. Viani stated a definition can be added. Delegate LaRock asked a question about property access (page 9) and stated he would like to see the Code reference.

Mr. Dorsey asked about the quorum requirements and why it can exclude a jurisdiction. Ms. Mitchell answered that this is one of the topics that has had a great deal of discussion. A jurisdictional veto would not serve this organization well because of the safety oversight.

Mr. Snyder asked if the federal administrative procedures act apply to the regulations such as right to challenge and notice and comment. Related to that, in issuing those regulations will the MSC consider cost versus benefit. Mr. Viani stated at this point they are not tying the MSC to the Federal Administrative Procedures Act but this issue is still being discussed. The goal is to operate under the federal FOIA requirements. Mr. Snyder stated that for any regulatory agency it is fundamentally important to its function to be about notice and comments, as well as right to challenge.

Delegate Albo observed that unanimous agreement on financing (page 13) implies that the MSC does not need unanimous agreement on anything else. He suggested changing the voting so that it is a majority vote, with at least one person from each jurisdiction needing to vote affirmatively. Ms. Mitchell stated that this gets back to the jurisdictional veto and that each jurisdiction is bearing the same risk. Delegate Albo asked for it to be considered.

I-395 Transit/TDM Study Update. Todd Horsley gave an update on the study. DRPT has held three public open house and is conducting a travel behavior survey in coordination with VDOT. The online survey is open until October 20th. Mr. Horsley gave an overview of several of the survey questions and some of the initial results.

Mr. Horsley reported that a draft project list has been developed. There are \$11 billion in unconstrained improvements for this corridor. Comments are being requested from the jurisdictions and an updated list will be available next month.

Chairman Fisetto noted the blue sheeted letter from Secretary Layne to the Transportation Planning Board conveys the Commonwealth's commitment to provide at least \$15 million annually from tolls to support multimodal projects. This amount will increase annually by an inflationary factor that will be set in the coming months. The Commonwealth will also ensure that a substantial portion of any revenue sharing of excess revenues received by VDOT will be provided for transit and TDM purposes on this corridor.

Chairman Fisetto stepped out of the room.

Virginia Railway Express

VRE CEO Report. Mr. Allen reported on VRE safety and security activities over the last month, including training for first responders in Spotsylvania County and monitoring the reports of the recent New Jersey rail accident to apply any lessons learned if appropriate. Overall on-time performance (OTP) for the month of August was 88 percent with average daily ridership remaining strong at 18,500. He reported that the Surface Transportation Board has issued a ruling on Amtrak on-time performance which could impact VRE schedules. VRE has filed its concerns and will monitor this issue. Mr. Allen also reported that the Commonwealth Transportation Board is expected to hear DRPT's consultant report on VRE's financial plan at its October meeting. VRE is also participating in the annual Clifton Days on October 9th by running excursion trains.

Authorization to Refer the Preliminary FY2018 VRE Operating and Capital Budgets to the Jurisdictions. Mrs. Bulova stated that Resolution #2320 would authorize the referral of the FY2018 VRE operating and capital budgets to the jurisdictions. She noted the preliminary budget totals \$137.2 million, and assumes a three percent fare increase with no proposed subsidy increase. Currently the budget shows a current net unfunded amount of \$4.39 million. A balanced budget will be presented to the VRE Operations Board at its December meeting and will return for final approval to the Commissions at the January meeting.

Mrs. Bulova moved, with a second by Mr. Smedberg, to approve Resolution #2320 (copy attached). The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

VRE Customer Survey Results. Mrs. Bulova reported that VRE conducted its annual customer service survey on May 4th and was completed by over 6,000 riders (63 percent of the riders that morning). VRE riders gave an overall satisfaction rating of 89 percent, which is an all-time high. The top three concerns expressed by riders continue to be on-time performance, cost, and frequency of service.

VRE Annual Master Agreement Survey. Mrs. Bulova stated that as required by the Master Agreement, VRE conducts an annual survey every October, which the results are used to determine the local share of VRE assistance required by each VRE jurisdiction for the next fiscal year. Both PRTC and NVTC staff play a key role in the survey.

Executive Director's Spending Authority

Ms. Mattice explained that staff is seeking approval to increase the spending authority of the Executive Director from \$10,000 to \$30,000 without prior authorization from the Commission. She explained that the last time the spending authority was increased from \$2,500 to \$10,000 was in June 1987. Since that time, NVTC's general and administrative budget has increased, with inflation eroding the true value of the spending authority. The increased authority also aligns the spending authority with that of other regional organizations, including NVT, VRE and PRTC. Resolution #2321 would increase the Executive Director's spending authority to \$30,000.

Mr. McKay moved, with a second by Ms. Cristol, to approve Resolution #2321 (copy attached). The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Chairman Fiset returned to the meeting.

Report of the Legislative and Policy Committee

Mr. McKay stated that the 2017 NVTC Legislative and Policy Agenda is presented for review and comment. It was developed in coordination with jurisdictional staff and was approved by NVTC's Legislative and Policy Committee at their September meeting. The Commission will be asked to approve it at the November meeting. Comments from Commissioners are encouraged and can be provided to staff or committee members.

Mr. Cook stated he hope that VRE's Legislative Agenda can be incorporated in total into NVTC's Legislative and Policy Agenda. Mr. McKay agreed and stated it is the intent to do so. Ms. Mattice stated that approval of both NVTC's and VRE's legislative agendas will be presented at the November meeting.

Executive Director Report

Executive Director Newsletter. Ms. Mattice encourage Commissioners to read the written report.

NVTC Work Plan. Ms. Mattice stated that staff has been working on updating its Work Plan to articulate the efforts of staff in support of NVTC's mission. It is based upon NVTC's Strategic Framework approved in November of 2014, as well as input from the Management Advisory Committee. It is also linked to the NVTC budget. The Work Plan is a guiding document that identifies specific programs, projects and tasks that NVTC staff

intend to perform during the period from September 2016 through June 2018 (fiscal years FY2017-FY2018). It is intended to be a living document that can be updated as priorities and projects change. As with previous NVTC work plans, the public will be provided the opportunity to provide comment during the January meeting. She stated Commissioner comments are welcome.

Key Budget Issues. Ms. Mattice also reported that the key budget issues for FY201 were discussed by the Executive Committee in September and has been reviewed by the Management Advisory Committee. As a result of these discussions, staff does not anticipate any major increased in the proposed FY2018 General and Administrative Budget. Five areas for consideration in the development of the budget include implementation costs of Transform66 Multimodal Project; stable staff levels; and the replacement of financial accounting system, which hasn't been updated since 1993. Staff will be presenting the preliminary budget in the next coming months.

NVTC Financial Items. The Financial Report for August 2016 was provided to Commissioners and there were no questions or comments.

Closed Session

Chairman Fisetete moved, with a second by Mr. Smedberg, the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (1) of the Code of Virginia), the Northern Virginia Transportation Commission authorizes a Closed Session for discussion of a personnel matter.

The vote in favor was cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisetete, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

The Commission entered into Closed Session at 9:57 P.M. and returned to Open Session at 10:08 P.M.

Chairman Fisetete moved, with a second by Mr. Smedberg, the following certification to reconvene in an open meeting:

- 1) That only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia; and
- 2) Only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Commission.

The vote in favor was unanimous and cast by Commissioners Albo, Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisetete, Foust, Hudgins, LaRock, LeMunyon, Letourneau, Lovain, McKay, Meyer, Smedberg, Snyder and Wexton.

Adjournment

Without objection, Chairman Fisetto adjourned the meeting at 10:09 P.M.

Approved this 3rd day of November 2016.

Jay Fisetto
Chairman

Paul Smedberg
Secretary-Treasurer

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RESOLUTION #2320

SUBJECT: Referral of VRE's Preliminary FY2018 VRE Operating and Capital Budget to the Jurisdictions

WHEREAS: The VRE Master Agreement requires the VRE Operations Board submit to the Commissions a preliminary fiscal year budget by September 30th each year;

WHEREAS: The VRE Chief Executive Officer has provided the VRE Operations Board with the preliminary FY2018 Operating and Capital Budget;

WHEREAS: At its September 16, 2016 meeting, the VRE Operations Board took action to refer the preliminary FY2018 Operating and Capital Budget to the Commissions for their consideration; and

WHEREAS: The VRE Operations Board recommends the following action.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby authorizes the preliminary FY2018 VRE Operating and Capital Budget be forwarded to the jurisdictions for their formal review and comment.

BE IT FURTHER RESOLVED that NVTC directs staff to consider and address comments by the jurisdictions and to forward a final recommended budget to the VRE Operations Board at the December 2016 meeting for consideration and referral to the Commissions for adoption in January 2017.

Approved this 6th day of October 2016.

Paul C. Smedberg
Secretary-Treasurer

Jay Fiset
Chairman



RESOLUTION #2321

SUBJECT: Increase the Executive Director's Spending Authority

WHEREAS: It is NVTC policy to require its Executive Director to receive authorization from the Commission before entering into contracts of \$10,000 or more;

WHEREAS: The last increase to the Executive Director's spending authority was in 1987 when it was increased from \$2,500 to \$10,000; and

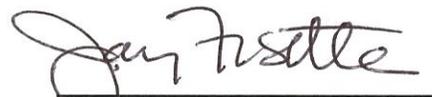
WHEREAS: The Commission desires to improve management flexibility, reduce the burden on the Commission to consider small administrative details, and bring the Commission in line with other regional entities.

NOW, THEREFORE, BE IT RESOLVED that the Northern Virginia Transportation Commission hereby increases the Executive Director's spending authority from \$10,000 to \$30,000.

Approved this 6th day of October 2016.



Paul C. Smedberg
Secretary-Treasurer



Jay Fisette
Chairman

MINUTES
NVTC CLOSED SESSION MEETING – OCTOBER 6, 2016
NAVY LEAGUE BUILDING – FIRST FLOOR SMALL CONFERENCE ROOM
ARINGTON, VIRGINIA

Members Present

Sharon Bulova
John Cook
Jim Corcoran
Katie Cristol
Christian Dorsey
Adam Ebbin
Jay Fisette
John Foust
Catherine Hudgins
James LeMunyon
Matt Letourneau
Jeff McKay
Ron Meyer
Jennifer Mitchell (Alternate, Commonwealth of Virginia)
Paul Smedberg
David Snyder
Jennifer Wexton

Members Absent

David Albo
Jeffrey Greenfield
David LaRock
Tim Lovain
Randy Minchew

Staff Present

Kate Mattice

Chairman Fisette called the meeting to order at 6:35 P.M.

Mr. Smedberg moved, with a second by Mr. Dorsey, the following motion:

Pursuant to the Virginia Freedom of Information Act (Sections 2.2-3711A (1) of the Code of Virginia), the Northern Virginia Transportation Commission authorizes a Closed Session for discussion of a personnel matter.

The vote in favor was cast by Commissioners Cook, Cristol, Corcoran, Dorsey, Fisette, Foust, LeMunyon, Letourneau, McKay, Smedberg and Wexton.

The Commission entered into Closed Session at 6:36 P.M. Commissioners Bulova, Ebbin, Hudgins, Meyer and Snyder arrived after the Closed Session started. The Commission returned to Open Session at 7:30 P.M.

Mr. Smedberg moved, with a second by Mr. McKay, the following certification:

The members of the Northern Virginia Transportation Commission certify:

- 1) That only public business matters lawfully exempted from open meeting requirements under Chapter 37, Title 2.2 of the Code of Virginia; and
- 2) Only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered by the Commission.

The vote in favor was cast by Commissioners Bulova, Cook, Corcoran, Cristol, Dorsey, Ebbin, Fisette, Foust, Hudgins, LeMunyon, Letourneau, McKay, Meyer, Smedberg, Snyder and Wexton.

The meeting adjourned at 7:31 P.M.