



SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

SEARCH COMMITTEE FOR THE BOARD SECRETARY

MINUTES

Thursday, September 3, 2020

Due to the COVID-19 health emergency and to protect our Board Members, SFMTA staff, and members of the public, the Board's Meeting Room at One South Van Ness Avenue is closed.

Members of the public are encouraged to participate remotely. If you want to ensure your comment on any item on the agenda is received by the Committee in advance of the meeting, please send an email to MTABoard@sfmta.com by 5pm on Wednesday, September 2 or call (415) 646-4470.

REGULAR MEETING AND CLOSED SESSION
1:30 P.M.

COMMITTEE
Gwyneth Borden, Chair
Cheryl Brinkman
Amanda Eakan

Jeffrey Tumlin
DIRECTOR OF TRANSPORTATION

Caroline Celaya
SECRETARY

ORDER OF BUSINESS

1. Call to Order

The meeting was called to order by Chairman Borden at 1:32 p.m.

2. Roll Call

Present: Gwyneth Borden
Cheryl Brinkman

Absent: Amanda Eaken – with notification

3. Approval of the Minutes

PUBLIC COMMENT:

David Pilpel stated that he provided non substantive edits for the meeting minutes. He stated that he left the file information with the edits for the committee secretary. He urged the committee to approve with the discretion of the secretary to make non substantive edits.

On motion to approve the minutes of the August 25, 2020 Regular meeting: unanimously approved (Eaken- absent).

4. Presentation, discussion and possible action regarding the job announcement posting and search. (No explanatory documents.)

PUBLIC COMMENT:

David Pilpel stated that he understood that the applicant pool was lessened and asked for an interview timeline. He inquired how many candidates the pool was narrowed to.

Chair Borden announced that the number of candidates was narrowed at the previous meeting from eight to five and the interviews would be held at a later date. The committee will review interview questions today.

5. Public Comment

None.

6. Discussion and vote pursuant to Administrative Code Section 67.10(d) as to whether to invoke the attorney-client privilege and conduct a closed session conference with legal counsel.

No public comment.

On motion to invoke the attorney-client privilege: unanimously approved (Eaken-absent).

RECESS REGULAR MEETING AND CONVENE CLOSED SESSION

CLOSED SESSION

7. Call to Order

The closed session was called to order by Chairman Borden at 1:52 p.m.

8. Roll Call

Present: Gwyneth Borden
Cheryl Brinkman

Also Present: Derek Kim, Chief of Staff, Human Resources
Katherine Porter, Chief Labor Attorney, City Attorney's office
Tracy Pon, Senior Personnel Analyst
Caroline Celaya, Secretary, Board Secretary Search Committee

9. Pursuant to Government Code Section 54957(b) and Administrative Code Section 67.10(b), the Search Committee for the Board Secretary will meet in Closed Session for discussion and possible action:

PUBLIC EMPLOYEE APPOINTMENT/HIRING FOR THE POSITION OF BOARD SECRETARY

ADJOURN CLOSED SESSION AND RECONVENE OPEN SESSION - The closed session was adjourned at 4:47 p.m.

10. Announcement of Closed Session.

Chairman Borden announced that the Board Secretary Search Committee met in closed session to discuss the hiring for the position of Board Secretary. The board decided to continue to have staff work on the draft interview questions and meet next week to finalize the interview questions. The interviews will take place the following week.

11. Motion to disclose or not disclose the information discussed in closed session.

Public comment:

David Pilpel stated that he understands the update provided by the Committee.

On motion to disclose the information discussed: unanimously approved (Eaken- absent).

ADJOURN– The meeting adjourned at 4:54 p.m.

Submitted by:

Caroline Celaya

Caroline Celaya
Secretary, Board Secretary Search Committee

A tape of the closed session is on file in the office of the Secretary to the San Francisco Municipal Transportation Agency Board of Directors.

The Ethics Commission of the City and County of San Francisco has asked us to remind individuals and entities that influence or attempt to influence local legislative or administrative action may be required by the San Francisco Lobbyist Ordinance [S.F. Campaign and Governmental Conduct Code section 2.100 et seq.] to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 415-581-2300; fax: 415-581-2317; 25 Van Ness Ave., Suite 220, SF, CA 94102-6027 or the web site: sfgov.org/ethics.