



SAN FRANCISCO
MUNICIPAL TRANSPORTATION AGENCY
BOARD OF DIRECTORS

SEARCH COMMITTEE FOR THE BOARD SECRETARY

MINUTES

Tuesday, September 8, 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 Monday, September 7 or call (415) 646-4470.

REGULAR MEETING AND CLOSED SESSION
4:00 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 4:00 p.m.

2. Roll Call

Present: Gwyneth Borden
Cheryl Brinkman
Amanda Eaken – absent at roll call.

3. Approval of the Minutes

PUBLIC COMMENT:

David Pilpel stated that he would have non substantive edits to the minutes. He urged the committee to approve the minutes with discretion to the committee secretary on making the non substantive edits. He believes that the administrative code listed on the agenda, that invokes a closed session is incorrect because it references litigation.

Chair Borden asked the city attorney to check the administrative codes.

Director Eaken arrived.

On motion to approve the minutes of the September 3, 2020 meeting: unanimously approved.

4. Public Comment

David Pilpel stated that he understands that last week the committee worked on interview questions and is still finalizing those questions today. Interviews will be next week and then a recommendation to the full board. He inquired if the EEO approval has been completed.

Chair Borden announced that the candidate pool has been narrowed to five. The committee is finalizing interview questions today. The interviews will hopefully take place next week after EEO approves the hiring plan.

5. 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.

RECESS REGULAR MEETING AND CONVENE CLOSED SESSION

CLOSED SESSION

6. Call to Order

The closed session was called to order by Chairman Borden at 4:14 p.m.

7. Roll Call

Present: Gwyneth Borden
Cheryl Brinkman
Amanda Eaken

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

8. 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

6:00 pm Director Eaken departed the meeting.

ADJOURN CLOSED SESSION AND RECONVENE OPEN SESSION - The closed session was adjourned at 6:13p.m.

9. 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 finalized questions to send to EEO officer for consideration.

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

Public comment:

David Pilpel thanked the committee for the update.

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

ADJOURN – The meeting adjourned at 6:17 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.