



SAN FRANCISCO  
MUNICIPAL TRANSPORTATION AGENCY  
BOARD OF DIRECTORS

SEARCH COMMITTEE FOR THE BOARD SECRETARY

MINUTES

Thursday, July 2, 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](mailto:MTABoard@sfmta.com) by 5pm on Wednesday, July 1 or call (415) 646-4470. Please see the information on the next page for remote meeting access.**

REGULAR MEETING  
3:00 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 Chair Borden at 3:08 pm

### 2. Roll Call

Present: Gwyneth Borden  
Cheryl Brinkman  
Amanda Eaken

### 3. Approval of the Minutes

- June 4, 2020 Regular meeting
- June 18, 2020 Regular meeting

#### Public Comment:

David Pilpel stated that he has some suggestions on how his comments were worded. He asked if the committee could put off approval or approve with the understanding that the language for public comment would be reviewed.

Chair Borden continued the vote on the June 4 and June 18, 2020 minutes until the next meeting.

### 4. Presentation, discussion and possible action regarding the job description including minimum qualifications. (Explanatory documents include a report.)

Derek Kim, Chief of Staff, Human Resources, presented the job description.

#### Public Comment

David Pilpel stated that he is confused on two points. He questioned if the committee veered from the scope of the listed agenda item. He thought the committee is the selection panel and was confused that there may be another panel. Although this position is exempt it's more like hiring the Director of Transportation. The selection panel should be exclusively the Board or a Board committee. He also questioned the Equal Employment Opportunity's involvement. He stated that marked revisions would have been good to see. The description still references the Director of Transportation and should read just the Board or Board chair.

### 5. Public Comment

None.

ADJOURN– The meeting adjourned at 3:56pm

Submitted by:

*Caroline Celaya*

Caroline Celaya

Secretary, Board Secretary Search Committee

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](http://sfgov.org/ethics).