



San Francisco Municipal Transportation Agency Board of Directors & Parking Authority Commission

MINUTES OF MEETING • Meeting Date: Tuesday, January 24, 2023

POLICY AND GOVERNANCE COMMITTEE

REGULAR MEETING

1:00 pm

Due to the COVID-19 health emergency and to protect our Board Members, SFMTA staff, and members of the public, the SFMTA Board is meeting via teleconferencing under Government Code Section 54953. The committee's meeting room at 1 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 the day before the meeting or call (415) 646-4470. Please see the information on the next page for providing public comment.

REMOTE MEETING ACCESS

WATCH ONLINE and/or provide PUBLIC COMMENT: [Click here to join the meeting](#)

CALL-IN (Audio only): [+1 415-915-0757,355862376#](tel:+14159150757355862376) United States, San Francisco
Phone Conference ID: 355 862 376#

COMMITTEE MEMBERS

Fiona Hinze, Chair
Stephanie Cajina

DIRECTOR OF TRANSPORTATION

Jeffrey Tumlin

MANAGER, PUBLIC RECORDS REQUESTS

Caroline Celaya



ORDER OF BUSINESS

1. Call to Order

The meeting was called to order by Chair Hinze at 1:00 pm

2. Roll Call

Present: Stephanie Cajina
Fiona Hinze

3. Approval of Minutes

No Public Comment.

On motion to approve the minutes of the October 5, 2022, Regular Meeting: unanimously approved.

4. Public Comment

No Public Comment

5. Presentation, discussion, and possible action on the Title VI Program Update: Language Assistance Plan and Public Participation Plan.

Kathleen Sakelaris, Regulatory Affairs Manager, and Jeannette Sanchez, Quality Assurance, Metrics and Program Support Manager presented the report.

No Public Comment

ADJOURN - The meeting adjourned at 2:20 p.m.

Submitted by:

Caroline Celaya

Caroline Celaya
Manager, Public Records Requests

ACCESSIBLE MEETING POLICY

The San Francisco Municipal Transportation Agency Board of Directors/Parking Authority Commission meeting will be held virtually due to the public health emergency.



To obtain a disability-related accommodation, including auxiliary aids or services, or to obtain meeting materials in alternative format, please contact the Board Secretary at (415) 646-4470. Providing at least 72 hours' notice will help to ensure availability. Written reports or background materials for calendar items are available for public inspection and copying at 1 South Van Ness Ave 7th floor during regular business hours and are available online at www.sfmta.com/board. Public comment will be taken on each item before or during consideration of the item.

To assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical based products. Please help the City to accommodate these individuals.

The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. Please be advised that the Chair may order the removal from the meeting room of any person(s) responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

LANGUAGE ASSISTANCE

L 415.646.4470: For free interpretation services, please submit your request 48 hours in advance of meeting./Para sa libreng serbisyo sa interpretasyon, kailangan mag-request 48 oras bago ang miting./Para servicios de interpretación gratuitos, por favor haga su petición 48 horas antes de la reunión./如果需要免費口語翻譯，請於會議之前 48 小時提出要求。Đổi với dịch vụ thông dịch miễn phí, vui lòng gửi yêu cầu của bạn 48 giờ trước cuộc họp./ Для бесплатных услуг устного перевода просьба представить ваш запрос за 48 часов до начала собрания./ Pour les services d'interprétation gratuits, veuillez soumettre votre demande 48 heures avant la réunion./ 무료 통역 서비스를 원하시면 회의 48 시간 전에 귀하의 요청을 제출하십시오./ 無料通訳サービスをご希望の場合は、会議の 48 時間前までにリクエストを提出してください。/บริการให้ความช่วยเหลือในหลายภาษาด้านภาษาฟรี ณ ที่ประชุมโดยต้องแจ้งล่วงหน้า 48 ชั่วโมง/ يمكن تقديم مساعدة لغوية مجانية في الاجتماع على أن يتم طلب هذه الخدمة قبل الاجتماع بفترة 48 ساعة.

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 415.252.2300; fax: 415.252.3112; 25 Van Ness Avenue, Suite 220, SF, CA 94102 or the website: <https://sfethics.org/>.

If you wish to contact the Board regarding an item that is expected to be on an agenda, please email the Board at MTABoard@sfmta.com. Please know that the Board appreciates receiving



such communication not later than Monday, the day before the meeting so they have time to review and consider the comments prior to the meeting.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE

Government's duty is to serve the public, reaching its decision in full view of the public. Commissions, boards, councils and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review. For more information on your rights under the Sunshine Ordinance or to report a violation of the ordinance, contact Administrator, by mail to Sunshine Ordinance Task Force, 1 Dr. Carlton B. Goodlett Place, Room 244, San Francisco CA 94102-4689; by phone at 415.554.7724; by fax at 415.554.7854; or by email at sotf@sfgov.org.

Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, the San Francisco Public Library and on the City's website at <https://sf.gov/>.