



**MASSACHUSETTS BAY TRANSPORTATION AUTHORITY
MEETING OF THE PLANNING AND WORKFORCE DEVELOPMENT AND
COMPENSATION SUBCOMMITTEE**

February 10, 2022 at 10:00 a.m.

This meeting was held virtually in accordance with the Order Suspending Certain Provisions of the Open Meeting Law issued by Governor Baker on March 12, 2020. Members participated remotely and had materials provided to them prior to the meeting. Public participation and comment occurred via written communication, voice message and live public comment through conference call.

This meeting was broadcast virtually.

**BOARD MEMBERS
PARTICIPATING:**

Chair Thomas Koch, Director Robert Butler, and Director Travis McCready

OTHERS PRESENT:

Managing Attorney-Corporate and Regulatory Eileen Fenton, Noah Potash, Esq.

**PRESENTERS PARTICIPATING
REMOTELY:**

Assistant General Manager of Diversity, Equity & Inclusion Jabes Rojas, Chief Procurement and Contract Administration Officer Jeff Cook, Chief of Red Line/Orange Line Transformation Maysoon Tawfik, Chief of Capital Delivery Katie Choe, Deputy Chief of Contract Services Maureen McDonough and Chief Human Resources Officer Thomas Waye

Call to Order by the Chair

Chair Koch called the meeting of the MBTA's Planning and Workforce Development and Compensation Subcommittee to order at 10:02 a.m.

Noah Potash called the roll of the Members participating, being a quorum of the MBTA's Planning and Workforce Development and Compensation Subcommittee:

Chair Koch	Present
Director Butler	Present
Director McCreedy	Present

Chair Koch turned to the approval of the minutes of the January 26, 2022 meeting.

On motion duly made and seconded, it was by roll call:

VOTED: to approve the minutes of the January 26, 2022 meeting of the Planning, Workforce Development and Compensation Subcommittee.

Chair Koch	Yes
Director Butler	Yes
Director McCreedy	Yes

For Agenda Item 1, Assistant General Manager of Diversity Equity & Inclusion Jabes Rojas, Chief Procurement and Contract Administration Officer Jeff Cook, and Chief of Red Line/Orange Line Transformation Maysoon Tawfik provided an overview of the supplier diversity program. Director Butler stressed the importance of looking at subcontractors. Mr. Cook agreed and said there are likely more opportunities with subcontractors. Director McCreedy complimented the Vendor Diversity Spend dashboard and asked staff to add information on the number of businesses in each category. Director McCreedy asked staff to follow up on efforts to diversify pension management funds. Chair Koch asked about the supply chain's impact on the program. Mr. Cook said that although the supply chain presents challenges, there's still ample opportunity for progress. Chair Koch asked if the program has a cost for the MBTA. Mr. Cook said that on the procurements completed thus far, there were no impacts relative to the overall cost. Mr. Rojas added that the private sector is also engaged at finding new ways

to diversify their partners, so the MBTA is following widespread trends. He also noted there are investments involved with staffing up the program.

Director McCready asked if there are best practices from other agencies that we can access or follow. Ms. Tawfik noted that the MBTA's consultant, Armand Resource Group, Inc., works with other agencies and has provided information on best practices. Director McCready asked if information sessions with small businesses are providing a window into future opportunities. Ms. Choe said that staff are developing outreach content with a plan to address upcoming opportunities and to provide information on access. Mr. Cook added that staff are working to help small businesses familiarize themselves with the MBTA's bidding system. Mr. Rojas added that there has been outreach to the Black Economic Council of Massachusetts and that the department is staffing up for expanded outreach.

For Agenda Item 2, Chief Human Resources Officer Tom Waye provided an update on Diversity Recruitment and Outreach by HR. Director Butler asked if staff could provide a list of all new job opportunities and how the process of hiring more HR staff was progressing. Mr. Waye said he would provide the list and said that HR has doubled its staff. He noted the department intends to convert some of their contractors to Full-Time Equivalent positions. Chair Koch asked if there are direct programs with local colleges including internships. Mr. Waye said that there are programs related to several departments and that there have been conversations about more outreach to HBCUs. Chief Administrative Officer David Panagore said

that the presentation does include information on college partnerships and internship opportunities.

Chair Koch asked for a motion to adjourn the meeting.

On motion duly made and seconded, it was by roll call:

Chair Koch	Yes
Director Butler	Yes
Director McCready	Yes

VOTED: to adjourn the meeting of the Planning and Workforce Development and Compensation Subcommittee at 10:56 a.m.

Documents relied upon for this meeting:

- February 10, 2022 Planning and Workforce Development and Compensation Subcommittee Agenda
- Supplier Diversity for Board SubCommittee
- Diversity recruitment and outreach by HR
- January 26, 2022 PWDC Meeting Minutes