

SAN FRANCISCO BAY AREA RAPID TRANSIT DISTRICT
2150 Webster Street, Oakland, CA, 94612

NOTICE OF MEETING MINUTES
OFFICE OF CIVIL RIGHTS
BUSINESS ADVISORY COUNCIL

Wednesday, January 28, 2026
1:00 p.m. – 3:00 p.m.

A meeting of the Office of Civil Rights Business Advisory Council (BAC) was held on Wednesday, January 28, 2026, from 1:00 p.m. to 3:00 p.m. at BART Headquarters' Bid Room #161 at 2150 Webster Street, Oakland, CA 94612 and via Zoom video conference.

Members Present: Erin Hanigan, Mydria Clark, H. Seng Kwok, Arash Firouzjaei, Que Alicea, Danelle Tucker, Tiffany Newhouse, Mahsa Azad and Ranjani Mohana

Absent Members: Debra Roak, Paola Santana, and Emmanuel Hyppolite

Staff & Guests: Rudy Garza, Joseph Towner, Lilian Lopez, Alexandra Arroyo, Byron Toma, Dan Grushkevich, Dollene Jones, Hoa Sin, and Sapphire Sandoval

AGENDA

1. Roll Call and Public Introductions
 - Welcomed BART Interns Dan Grushkevich and Sapphire Sandoval, as well as Dollene Jones, a member of the public.
2. Approval of Meeting Minutes (For Action)
 - October 22, 2025, meeting minutes were approved. Que Alicea moved to approve, and Arash Firouzjaei seconded the motion.
3. 2026 BAC Membership Recruitment (Presentation by Joseph) (For Information)
 - Joseph Towner presented the BAC Membership update, noting that the current membership is 12, with 7 members terming out in 2026, and needing 4–10 new members to maintain the BAC size requirement of 9–15 members. BAC recruitment efforts are underway, and Joseph encouraged the BAC members to tap into their networks for membership recommendations.
4. Update from Procurement on Upcoming Contracts (Presentation John Mazza) (For Information)
 - John Mazza provided an update on upcoming contracts and emphasized the need to connect small businesses to all contracting opportunities.
5. Small Business Outreach Update (Presentation by Alexandra Arroyo) (For Information)
 - Alexandra Arroyo presented an update on small business outreach activities from January 1, 2025, to December 31, 2025; 22 outreach events with a total of 2,249 attendees, including 10 BART-sponsored events averaging 45 participants each. The

22 outreach events were held across Oakland, Hayward, San Jose, San Mateo, and virtually, with 14 in-person and 8 virtual sessions.

6. 3rd Annual Small Business Summit Planning Update (Presentation by Alexandra Arroyo) (For Information)
 - Alexandra Arroyo provided a recap of the 2025 Small Business Summit, outlined key recommendations for improvements to the upcoming 2026 Summit tentatively scheduled for May 18. Alexandra also highlighted how BAC members' recommendations were incorporated into the program.
7. Administrative Discussion (For Information)
 - Rudy Garza informed BAC members that after the Unified Certification Program recertification is complete, the District will provide updated guidance.
8. General Discussion and Public Comment (an opportunity for members of the public to address the BAC on matters under their jurisdiction and not on the agenda) (For Information)
 - Public Comment: Requesting additional information regarding the Small Business Enterprise (SBE) Certification process for firms whose renewal dates are coming up.
9. Adjournment
 - The meeting was adjourned. Que Alicea made the motion to adjourn and Mydria Clark seconded the motion.

2026 Meeting Schedule

The Business Advisory Council will meet in person and virtually on the following dates in the San Francisco Bay Area Rapid Transit District (BART) Headquarters (HQ) designated conference room located at 2150 Webster Street, Oakland, California 94612 and via Zoom, unless noted otherwise.

DATE TIME LOCATION		
April 16, 2026	1:00pm – 3:00pm	Via Zoom/BART HQ
July 15, 2026	1:00pm – 3:00pm	Via Zoom/BART HQ
October 21, 2026	1:00pm – 3:00pm	Via Zoom/BART HQ