

**Minutes  
Administration Committee  
December 8, 2005**

The Board's Administration Committee (hereinafter referred to as "Committee") convened at 12:35 pm on Thursday, December 8, 2005. Present were:

**COMMITTEE MEMBERS:**

Charles Deegan, Chair  
Catherine Hudgins, Vice-Chair  
Dana Kauffman  
Jim Graham  
Marcell Solomon  
Gordon Linton  
Dan Tangherlini

**OTHER BOARD MEMBERS:**

Robert Smith  
Gladys Mack  
Christopher Zimmerman

I. Agenda:

The agenda was approved as presented.

II. Minutes:

The minutes of the October 6, 2005 meeting were approved as presented

III. Action Items:

Approval of An Additional Provision To WMATA's Personnel Policies and Procedures Manual (PPPM), Section 6.5 Regarding Employees Called Up For Military Duty

Staff presented a recommendation for approval that an additional provision to Section 6.5 of WMATA's PPPM permitting a pay supplement to those non-represented employees called for military duty, effective January 1, 2006. This provision would provide a pay supplement to those non-represented employees who are called for military duty. This pay supplement would equal to the difference between their military base pay (plus allowances) and their WMATA salary. There is currently no provision for payment of this kind of a benefit in either WMATA policies or union contracts. The District of Columbia, Commonwealth of Virginia and State of Maryland all provide for a pay supplement to employees called for military duty. This benefit will also be offered to represented employees through their union representation.

A motion was made, and seconded, to adopt Staff's recommendation. This motion was unanimously approved.

Approval of Amendment to WMATA/Local 2 Retirement Plan

Staff presented a recommendation that Section 12.05 of the WMATA/Local 2 Retirement Plan be restated to ensure the Plan's continued compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001 (EGTRRA) by making lump sum payments of small benefits a participant election. On November 10, 2005, Local 2 agreed to modify Section 12.05 in the WMATA/Local 2 Retirement Plan making it a participant election.

A motion was made, and seconded, to adopt Staff's recommendation. This motion was unanimously approved.

IV. Information Item:

Annual Disadvantaged Business Enterprise Report (Federal Fiscal Year 2005)

Due to time constraints, this information item was postponed for presentation at the next Administration Committee meeting.

The meeting adjourned at 1:00 pm.