

**Minutes  
Administration Committee  
October 12, 2017**



Ms. Harley called the meeting to order at 10:02 A.M. Present were:

**Committee Members**

Ms. Keturah Harley – Chair  
Mr. Christian Dorsey – Vice-Chair  
Mr. David Horner

**Approval of Agenda**

The agenda was approved as submitted.

**Approval of Minutes**

The minutes were approved as submitted.

**Information Item**

**A. Disadvantaged Business Enterprise (DBE) Program Update**

Staff from the Office of Fair Practices presented the Administration Committee with updates on Metro's Disadvantaged Business Enterprise (DBE) Program, which included the renaming of the department. The DBE Office is now the Small Business Programs Office. This change expands leadership and management support for the Disadvantaged Business Program, Small Disadvantaged Business Program and the Small Business and Local Preference Program. As a result of internal and external reviews conducted on the DBE program, changes were implemented to improve processes and procedures related to recordkeeping and communication, as well as compliance to meet all requirements of the Federal Transit Administration (FTA). The motion to adjourn was moved by Ms. Harley and seconded by Mr. Dorsey. The motion passed.

The meeting was adjourned at 10:27 A.M.

**Washington  
Metropolitan Area  
Transit Authority**

600 Fifth Street, NW  
Washington, D.C. 20001  
202/962-1234

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