

TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING
at the Washington Metropolitan Area Transit Authority
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001
Wednesday November 17, 2010
12:45 – 15:30
Final Minutes

Name	Agency	Phone	Email
Matt Bassett	TOC/DRPT	[REDACTED]	[REDACTED]
Emile Smith	TOC/DDOT	[REDACTED]	[REDACTED]
Dave Harlan (via teleconference)	TOC/DRPT	[REDACTED]	[REDACTED]
Eloy Recio (via teleconference)	TOC/DRPT	[REDACTED]	[REDACTED]
George Good	TOC/MDOT	[REDACTED]	[REDACTED]
Eric Madison	TOC/DDOT	[REDACTED]	[REDACTED]
Ken Korach	TRA/TOC	[REDACTED]	[REDACTED]
Robert Kogan	TRA/TOC	[REDACTED]	[REDACTED]
Thomas Luglio (via teleconference)	TRA/TOC	[REDACTED]	[REDACTED]
Richard Sarles	WMATA - GM	[REDACTED]	[REDACTED]
Dave Kubicek	WMATA – DGM	[REDACTED]	[REDACTED]
Sgt. Nopadon McKee	WMATA – MTPD	[REDACTED]	[REDACTED]
Ken Sundberg	WMATA – SAFE	[REDACTED]	[REDACTED]
James Dougherty	WMATA – SAFE	[REDACTED]	[REDACTED]
Darren McCoy	WMATA – SAFE	[REDACTED]	[REDACTED]
Dorsey Adams	WMATA – SAFE	[REDACTED]	[REDACTED]
Hercules Ballard	WMATA - ROCC	[REDACTED]	[REDACTED]
Darvin Kelly	WMATA – TSSM	[REDACTED]	[REDACTED]
Doug Smith	WMATA – CENV	[REDACTED]	[REDACTED]
Mike Hiller	WMATA – CENV	[REDACTED]	[REDACTED]
Charles Dziduch	WMATA - RTRA	2 [REDACTED]	[REDACTED]
Joe Krempasky	WMATA - CENV	[REDACTED]	[REDACTED]
Brian Glenn (via teleconference)	FTA	[REDACTED]	[REDACTED]
John Sevier	WMATA	[REDACTED]	[REDACTED]

Name	Agency	Phone	Email
	Engineering		

First Segment (12:45-14:00) TOC & TRA Only

The group discussed the MWCOG funding situation. As of this meeting the MWCOG contract with TRA is running a deficit; however, TRA invoices continue to be paid. DDOT remains behind in payments to MWCOG. E. Smith indicated that he would work with appropriate DDOT personnel to ensure that MWCOG is paid in a timely manner.

E. Smith indicated that DDOT is interviewing a few more candidates for the full-time TOC position. **Action Item: E. Smith will provide the rest of the TOC with a status update on hiring before the next TOC meeting.**

The group discussed the TOC-WMATA MOU. Currently the document is still under comment, revision, and discussion by the parties.

M. Bassett discussed the upcoming TOC Executive Committee meeting on December 6, 2010, along with a brief review of draft agenda items. M. Bassett plans to draft a document summarizing the goals for a strengthened TOC oversight program, in the form of a letter from the TOC Executives to FTA.

M. Bassett gave a summary of the recent TRACS Working Group meeting.

E. Recio will be leaving DRPT on December 10th and will no longer be a TOC member after that time. **Action Item: TOC will inform FTA of TOC personnel changes as soon as they become effective**

K. Korach described the issue of escalator maintenance at WMATA that was brought up during the TOC Policy Committee call of 11/16/10, and discussed the difference between “rehabilitation” and “replacement.” At the time of the meeting VTX (Vertical Transportation Excellence), a consultant specializing in escalators, was hired by WMATA to study the escalator maintenance issues highlighted by the 10/30 incident as well as findings from the 2010 TOC Triennial Safety and Security Review and other internal and external findings. **Action Item: TOC will review the VTX report upon its availability (completed).**

The group discussed WMATA’s response to the NTSB recommendations from the 6/22/09 accident, and the next steps in the process. TOC submitted its own response to NTSB separately the week of 11/4/10.

M. Bassett discussed upcoming meetings for TOC participation, including CAPTURE (11/23), and accident investigation (11/29).

M. Bassett summarized a recent work session with WMATA to discuss changes to the TOC Program Standard and Procedures (PS&P). Currently WMATA is still reviewing the revisions to the TOC PS&P and will provide any comments to TOC. WMATA has indicated that they will issue a revised SSPP in December 2010 that incorporates the new provisions from the TOC PS&P.

M. Bassett summarized the recent orientation regarding the development of the ATC loss of shunt tool given to TOC members by WMATA Engineering Services. TOC will

continue to gather information about the WMATA ATC system improvements, and formulate an oversight strategy with that information. TOC may make a written request to WMATA seeking clarification on ATC system improvements.

There will be a 7000 series railcar procurement meeting at 9:00 a.m. on 11/23. D. Barber will attend this meeting on behalf of TOC, along with J. Benton

An RWP Meeting will be held December 7th. M. Bassett and J. Benton will attend this and seek further information on the status of the RWP training program.

M. Bassett described the new WMATA flashlight requirement. **Action Item: TRA will procure the required flashlights for the TOC members. (Pending)**

M. Bassett described a potential answering service for the TOC “virtual office”, and will conduct further research into such a service.

M. Bassett prepared a draft TOC training matrix and the group discussed various training courses that the TOC members may be required to complete in the future including the NTI New Starts Course.

Second Segment (14:00-15:30) Including WMATA, FTA

WMATA is assembling the response to the TOC Triennial Safety and Security Review. J. Dougherty indicated that the response is forthcoming 11/22/10. K. Sundberg discussed CAP nomenclature. TOC and WMATA will discuss nomenclature at the upcoming CAPTURE meeting.

M. Bassett described the 11/5/10 meeting on the TOC PS&P. K. Sundberg described WMATA’s actions in updating the SSPP based on the Standard. **Action Item: WMATA and TOC will arrange a meeting to discuss reconciliation of timelines for the TOC PS&P and the WMATA SSPP.**

K. Sundberg gave a summary of recent accidents and incidents. **Action Item: WMATA will provide TOC with a preliminary report from the 10/30 escalator incident and a copy of the VTX report on escalator and elevator condition and maintenance.**

The group discussed the RWP program. WMATA indicated that changes were being made to Special Order 07-06, substantial portions of which will be superseded by the new RWP manual. **Action Item: WMATA will provide TOC with proposed changes to 07-06 as soon as they are available, for review and comment.** K. Sundberg gave an update on the development of the RWP training program.

M. Bassett described TOC participation in the ATC development meetings and TOC’s understanding of the current situation with the ATC upgrade process.

D. Kubicek gave a status update of the implementation of the Worker Ahead Warning system. K. Sundberg indicated that the backbone infrastructure was being installed on the Dulles corridor for potential future implementation on that segment.

D. Adams gave a brief summary of recent Internal Safety Audits. TOC was notified of these audits, but was unable to participate in them.

M. Bassett discussed the 11/16 WMATA Executive Safety Committee (ESC) meeting, which T. Luglio also attended on behalf of TOC.

The group discussed the TOC and WMATA's responses to the NTSB recommendations stemming from the investigation of the 6/22/09 accident.

J. Dougherty gave an update on the Safety Measurement System (SMS). The system is now "rolled out" for Metrorail and data is being entered into the system. WMATA noted that no written policy or procedure has been developed yet but that the SMS will be referenced in the SSPP and the AIPs. **Action Item: TOC will follow up with WMATA on the SMS system as part of the hazard management requirement, and in order to satisfy outstanding FTA findings regarding hazard management.**

The group discussed the MTPD emergency phone number.

J. Dougherty discussed TOC and WMATA developing a year-long calendar of meetings to better facilitate regular face to face meetings between the two parties.

K. Sundberg and M. Bassett described field visit with NTSB to observe new backup warning systems installed on WMATA hi-rail vehicles, in response to worker fatalities in the right-of-way between Shady Grove and Rockville. There was discussion of the 15 second FRA rule in which a warning system should give track workers 15 seconds to get to a point of safety.

Next TOC-WMATA Monthly Meeting: Wednesday December 15, 2010, 2:00 p.m.