

TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING
at the Washington Metropolitan Area Transit Authority
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001
Wednesday February 16, 2010
12:45 – 15:30
Minutes

Name	Agency	Phone	Email
Matt Bassett	TOC/DRPT	[REDACTED]	[REDACTED]
Dave Harlan (via teleconference)	TOC/DRPT	[REDACTED]	[REDACTED]
Robert Kogan	TRA/TOC	[REDACTED]	[REDACTED]
Thomas Luglio (via teleconference)	TRA/TOC	[REDACTED]	[REDACTED]
Kenneth Korach	TRA/TOC	[REDACTED]	[REDACTED]
Eric Madison	TOC/DDOT	[REDACTED]	[REDACTED]
Jim Benton	TOC/MDOT	[REDACTED]	[REDACTED]
George Good (via teleconference)	TOC/MDOT	[REDACTED]	[REDACTED]
Dave Kubicek	WMATA – DGM	[REDACTED]	[REDACTED]
Sgt. Nopadon McKee	WMATA – MTPD	[REDACTED]	[REDACTED]
Sgt. Jason Sullivan	WMATA – MTPD	[REDACTED]	[REDACTED]
Ron Pavlik	WMATA – MTPD	[REDACTED]	[REDACTED]
Ken Sundberg	WMATA – SAFE	[REDACTED]	[REDACTED]
James Dougherty	WMATA – SAFE	[REDACTED]	[REDACTED]
Darren McCoy	WMATA – SAFE	[REDACTED]	[REDACTED]
Bob Maniuszko	WMATA – SAFE	[REDACTED]	[REDACTED]
Dorsey Adams	WMATA – SAFE	[REDACTED]	[REDACTED]
Darvin Kelly	WMATA – TRST	[REDACTED]	[REDACTED]
Clay Bunting	WMATA – TRST	[REDACTED]	[REDACTED]
Damon Cannon	WMATA – CMNT	[REDACTED]	[REDACTED]
Hercules Ballard	WMATA – RTRA	[REDACTED]	[REDACTED]
Richard Sarles	WMATA – GM	[REDACTED]	[REDACTED]
Laynie Weaver	WMATA OEM	[REDACTED]	[REDACTED]
Mark Miller	WMATA – OEM	[REDACTED]	[REDACTED]
Robert McClinton	WMATA OIG	[REDACTED]	[REDACTED]
Barbara Jackson Williams	WMATA OIG	[REDACTED]	[REDACTED]
Jason Sergent	BoozAllen/WMAT A	[REDACTED]	[REDACTED]
Brian A. Glenn	FTA	[REDACTED]	[REDACTED]

First Segment (12:30-14:00) TOC & TRA Only

Present: Matt, Jim, Ken, Rob (George, Tom L., Dave on phone)

The group discussed the potential for MWAA to reimburse TOC for oversight of the DCMP. TOC had worked with MWAA prior to June 2009 on seeking such funding; however, this effort became a lower priority following the accident of June 22, 2009. At this time there is no urgent need for funding from MWAA; however, TOC may seek such

funding from MWAA in the future as oversight activities become more intensive closer to the DCMP opening for revenue service.

The group discussed minutes from the December and January meetings. Barring any issues identified by WMATA during this meeting, they will be approved.

There will be a conference call tomorrow (2/17/11) among TOC Executives to discuss funding issues.

As of this meeting there has been little new information regarding WMATA governance issues and TOC's role. K. Korach agreed that TOC should seek additional information regarding desired TOC participation in WMATA governance reform. **Action Item: TOC will request that an agenda item be added to the next TOC Executive Committee meeting regarding this issue.**

M. Bassett described recent meetings and other activities, including the recent Partnering Session (1/20/11). TOC has received a summary materials generated for the partnering session. The most recent ESC was productive, and M. Bassett agreed that the ESC meetings have been much improved.

M. Bassett discussed some of the positive steps WMATA has been taking to address TOC concerns and general compliance issues, including the implementation of the RWP program, the revision of the SSPP, and the progress in addressing outstanding accident investigation reports owed to TOC.

The FTA audit findings meeting has been cancelled for a second time, and is tentatively reschedule for early March. (The meeting with FTA took place March 1, 2011).

D. Harlan and D. Womack-Kalla are slated to attend the upcoming DCMP SCWG meeting.

SMS training is scheduled for 2/23. M. Bassett, J. Benton, and R. Kogan are scheduled to attend this training to learn about WMATA's new web-based incident management software, which will also serve as the basis for the WMATA Hazard Management Program.

TRA has reviewed the WMATA SSPP dated January 2011, and has recommended TOC approval of this document. TOC has in its possession a draft letter approving the SSPP, along with the checklist used to review the document. **Action Item: TOC will provide WMATA with formal approval of the SSPP (completed).**

TOC is still in the process of reviewing the WMATA SEPP. S. Frazier from TRA is scheduled to be on site at WMATA with M. Bassett to review the SEPP February 25th.

As of this meeting, FTA has not yet provided template for annual report. (FTA has since provided the template to SSO agencies, and has set a new due date of April 30th).

M. Bassett summarized the CAPTURE meeting that took place yesterday. Moving forward, there will be no more placeholders for recommendations from draft reports until WMATA agrees to take concrete actions to address the recommendations as CAPs, or justify why no CAP is needed.

T. Luglio discussed the GM Certification Letter and the Annual Internal Safety and Security Audit Annual Report received from WMATA. A couple initial observations: WMATA still has open internal audit findings from previous years not acknowledged in the letter; also, WMATA used the federal fiscal year instead of the calendar year for scheduling purposes, which is not in accordance with what they have done in the past. (TOC has since accepted the GM Letter of Certification, but is still in the process of reviewing the Annual Report.)

The group agreed that WMATA may need to revise the accident investigation recovery plan (and possibly the internal audit recovery plan) to reflect current conditions.

The group discussed issues with the radio system. TOC has noted several WMATA internal communications indicating some persistent radio system problems. M. Bassett will discuss the radio system at the next ESC meeting, next Tuesday.

J. Benton indicated that WMATA is in the process of implementing an engineering fix to address wrong-side door openings, and agreed that WMATA should give an update to TOC during this meeting.

The group discussed recent instances of smoke/fire incidents related to insulators. TOC will follow up with WMATA to learn more about how they are prioritizing the replacement of insulators in certain areas more prone to these problems.

The group discussed ATC system analysis and upgrade. There is a Stakeholders' Meeting scheduled for Thursday March 3rd. D. Womack-Kalla will attend this meeting, along with TOC members.

As of this meeting, TOC was not aware of when the next 7000-Series Railcar Stakeholders Meeting would take place, and it was not clear that WMATA had been holding them regularly. J. Benton received copy of a presentation given regarding the 7000-Series during the most recent JCC meeting, though the group agreed that the JCC is not the appropriate forum for TOC observation of the car procurement process. (After this meeting took place, TOC learned of a Stakeholders' Meeting on March 3rd, which was attended by D. Barber.)

Next Internal TOC Meeting: Wednesday, March 16, 2011, 12:30 p.m.

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

The group discussed the minutes from the December and January meetings. The TOC approved the minutes.

TOC reviewed the WMATA SSPP, and expects to transmit a formal letter of approval to WMATA (since completed). TOC is expected to be on-site at WMATA on February 25th to review the SEPP.

M. Bassett summarized the CAPTURE that took place yesterday (February 15th).

The group discussed the latest information from a derailment that occurred at WFC Yard. K. Sundberg summarized the investigation, which is still ongoing. Part of the investigation is to determine conditions in other yards and whether existing policies and procedures for yard maintenance are sufficient.

J. Dougherty summarized the status of the update to the accident investigation procedures, and expected to have a draft update to those procedures within about a month for TOC review. TOC will need to review and approve these procedures. **Action Item: WMATA shall submit draft accident investigation procedures to TOC for review and approval.**

M. Bassett described positive developments in addressing the backlog of open accident investigations. There is a work session scheduled for tomorrow.

The group discussed CAPs from the VTX report on escalators. K. Sundberg indicated WMATA is in the process of preparing CAPs, per his discussion with managers from Elevator/Escalator maintenance. (WMATA has since developed CAPs).

K. Sundberg gave a summary and status update on the worker-ahead warning system.

D. Kubicek gave an update on WMATA's efforts to replace insulators, and indicated that WMATA targeting certain problem areas for priority replacement. TOC will follow up with WMATA on its efforts to replace insulators.

The group discussed upcoming ATC and 7000-Series Stakeholder Meetings, which will take place March 3rd. TOC will send representatives to these meetings.

M. Bassett commended WMATA for the improvements to the RWP training program based on the Level 1 class recently completed, and other TOC members agreed.

TOC indicated to WMATA that the Internal Safety and Security Audit Annual Report and GM Certification of Compliance are under review (the Certification of Compliance has since been accepted by TOC; the Annual Report is still under review). **Action Item: TOC will complete its review of the Internal Safety and Security Audit Annual Report, and will provide formal disposition to WMATA.**

The group discussed recently-cancelled meetings with FTA to discuss audit findings and recommendations FTA audit findings. No one in the group was aware of whether the meeting had been rescheduled (the meeting was since rescheduled and took place March 1st).

K. Sundberg and D. Kubicek summarized progress in development of non-punitive reporting system for employees.

M. Bassett discussed a potential TOC/SAFE evaluation of rule compliance in rail yards, in response to a number of recent incidents. SAFE and RTRA appeared amenable to this process. **Action Item: TOC will follow up with WMATA as appropriate to evaluate rule compliance in rail yards.**

M. Bassett summarized the recent Partnering Session, and the group discussed action items. The GM has indicated a desire to "close" all action items identified during the Partnering Session via a meeting between TOC and WMATA. **Action Item: WMATA will follow up with TOC to set up a meeting to discuss and close action items from the Partnering Session.**

WMATA will be meeting with NTSB tomorrow (February 17th) to discuss progress in addressing recommendations related to the June 22, 2009 accident. TOC may be able

to send a representative to this meeting, although it conflicts with the ATC Stakeholders Meeting. (This meeting was cancelled by NTSB; TOC is not aware of re-scheduling).

Next TOC-WMATA Monthly Meeting: Wednesday March 16 2011, 2:00 p.m.