

**TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING**  
at the Washington Metropolitan Area Transit Authority  
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001  
Friday December 16, 2011  
**Internal Meeting**  
**Minutes**

<b>Name</b>	<b>Agency</b>
Matt Bassett	TOC/VDRPT
James Benton	TOC/MDOT
John Chism	TOC/DDOT
George Good (by teleconference)	TOC/MDOT
Robert Kogan	TRA/TOC
Ken Korach	TRA/TOC
James S. Young	TRA/TOC
Tom Luglio (by teleconference)	TRA/TOC

**Internal Meeting (December 16, 2011: 14:00-15:15) TOC & TRA Only**

The group discussed the minutes from the November monthly meeting. No issues were noted.

M. Bassett discussed the likelihood of a meeting specifically regarding track circuits for the Dulles project (and avoiding related issues that contributed to the June 22, 2009, Red Line accident) sometime in April. WMATA needs to ensure that the issue that happened with Alstom technology does not reoccur on the extension.

Regarding authorized spending for TOC's contract with MWCOG, the group discussed the potential need for MWCOG to raise the authorized spending limit. **Action Item: J. Benton will place a phone call to resolve the authorized spending issue.**

The Governance Working Group is trying to get individual-partner legislation passed in each of the three TOC jurisdictions for board member appointments. The WMATA compact keeps getting pushed back, according to M. Bassett, who reports that there is a Jan. 13 meeting among the stakeholder governors, mayors, and WMATA General Manager. There is also an FTA meeting with WMATA and MWAA on this date regarding the Dulles Project – specifically, a Safety and Security Readiness Review.

M Bassett said there was good discussion during the TOC external meeting (held 12/13) regarding Dulles project safety and security. M. Bassett said that D. Kubicek reported his group has agreed to fund a safety/security review including a Threat and Vulnerability Assessment for phases 1 and 2 of the project and a Preliminary Hazard Analysis for phase 2. TRA is in the process of developing a plan of potential TOC roles and responsibilities throughout the life of the project. TOC will likely need to review it and have it signed by the executives. T. Luglio said there are so many layers of oversight that it makes sense for TOC to get more involved in the project only as it moves closer to the time of revenue service. TOC still owes comments to WMATA/MWAA on the Dulles SSMP. **Action Item: T. Luglio will update the SSMP transmittal letter and resend it along with comments on the SSMP and the SSMP itself to TOC; M. Bassett will send the letter and comments to WMATA (completed)**

**Minutes**

Also regarding Dulles, it was reported that WMATA retains the assumption that Dulles service will begin regardless of whether 7000-series cars are received by then. **Action Item: M. Bassett will ask J. Dougherty where the fleet management plan stands.**

Fatigue Management Study update: M. Bassett reports that WMATA has a coherent action plan to resolve some of the fatigue management issues identified in the report. WMATA has promised to enter the resolutions into the CAP process, but this has not happened yet. TOC is anticipating a CAP update in January.

Hazard Management Audit update: WMATA does not seem to have a problem with content of the audit, only that some practices out in the field do not comport with their procedures. WMATA will have comments (few expected) possibly during the week of Dec. 19. Once TOC submits the report to the FTA, this should remove the last open FTA audit finding, according to M. Bassett. (completed)

CAPTURE update: M. Bassett said D. McCoy reported that numerous CAP resolutions have been completed but supervisors/others have been slow to provide verification/documentation of items already completed. **Action Item: TOC will examine the status of CAPs 130, 131, and 132, and get back to M. Bassett on these.**

Accidents/Incidents: There are only 2-4 non-NTSB incidents that remain open from 2010. M. Bassett would like to resolve these remaining 2010 incidents by the end of calendar year 2011.

J. Benton mentioned the FTA audit of of the Maryland SSO program coming up next month and distributed a requested information that FTA transmitted to MDOT; he suggested that TOC look for these items periodically so that it is on track by the time FTA would audit TOC.

Next TOC Internal Meeting: Wednesday January 18, 2012, 12:30 pm