

TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING
at the District Department of Transportation
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001
Wednesday, March 19, 2014
External Meeting Minutes

Name	Agency	Phone	Email
Klara Baryshev	TOC/DDOT		
Sharmila Samarasinghe	TOC/DRPT		
Joshu Shih	TRA/TOC		
Richard Sarles	GM		
James Dougherty	SAFE		
Manuel Kennerly	SAFE		
Dorsey Adams	SAFE		
Darren McCoy	SAFE		
Monic Morgan	PPLE		
Brian A. Glenn	FTA		
Ron Pavlik	MTPD		
L.M.D.D. Biggs	MTPD		
Rob Troup	DGMO		
Byron England	RTRA		
Charles Briscoe	SAFE/CQAL		
Keith Belk	IT/AAPS		

External Meeting - 2:00-3:30

The group reviewed action items from the February monthly meeting. The minutes were not approved due to Maryland not being represented on the TOC in the meeting. **Action Items: M. Kennerly will provide close call reporting, excerpted from SAFE update to WMATA Board at the end of March. MTPD to provide Corrective Action Plans (CAPs) for Triennial Review of SEPP Element 1 by 3/21. SAFE to provide CAPs for Triennial Review of System Safety Program by 3/31.**

The group discussed updates on the DCMF project. R. Troup summarized the DCMF open items that must be resolved prior to WMATA acceptance of the extension. SAFE has provided a list of critical items to MWAA, and while WMATA is pushing MWAA and DTP to expedite the completion of the project, WMATA is not asking MWAA and DTP to trade off safety for expediency; WMATA will not accept the extension unless all certifiable items are 100% signed off. WMATA will maintain the 8-week window for the TOC to complete its pre-revenue service review (PRSR). K. Baryshev asked R. Troup about five new hazards that MWAA and DTP have discovered, and R. Troup provided updates on the mitigations for each hazard.

Next, the TOC members presented and discussed the "PRSR-At-a-Glance" with WMATA personnel, followed by an update from R. Pavlik on the status of the two critical Silver Line security hazards that must be mitigated prior to the Operational Readiness Date (ORD).

The group then discussed the progress on the Roadway Worker Protection (RWP) review. K. Baryshev provided an update on the report status and the next steps, in which WMATA is to complete an FTA-mandated hazard analysis. R. Sarles asked the TOC members about their opinion of how WMATA's RWP program has progressed over the last several years. WMATA's hazard analysis is due to FTA by 5/16, using the rail transit agency's own methodology. The TOC will submit the draft report for the RWP element of

the TOC Triennial Review by 3/28. **Action Items: TOC will confer with TRA and provide this qualitative evaluation to WMATA. TOC will submit RWP draft report to WMATA by 3/28.**

R. Troup then provided an update on WMATA's fatigue risk management work hours policy. WMATA hopes to finalize and implement the new hours of service policy, in addition with June work picks. Rail is coordinating the hiring process of new employees with Bus to ensure that the agency is not short-staffed from a fatigue standpoint in safety-critical positions.

R. Troup next provided an update on the comprehensive automatic train control (ATC) upgrade process. Hatch Mott MacDonald has performed an NTSB-recommended safety analysis of the ATC system. This report has been independently reviewed. Ansaldo-Breda has been awarded the contract for the next phase of the ATC upgrade. The other part of the next phase of work is to implement the recommendations from the Hatch Mott MacDonald report.

M. Kennerly, D. McCoy, D. Adams, and R. Pavlik provided an update on recent incidents in response to a specific TOC inquiry.

The group then discussed the status of outstanding Corrective Action Plans. D. McCoy confirmed that WMATA is able to accommodate the TOC's request to re-schedule the March CAPTURE meeting to April 3. D. McCoy requested that the TOC review and provide dispositions on CAPs that were to be discussed during the March CAPTURE meeting. **Action Item: TOC to review CAPs requiring disposition.**

Next, the group confirmed due dates for the following CAPs in response to recent TOC reports, as well as the Draft Revision to the TOC Program Standards and Procedures (PSP). **Action Items: SAFE to submit CAPs for the System Safety elements of the triennial review report to TOC by 3/31; MTPD to submit CAPs for Element 1 of the triennial review report to TOC by 3/21. WMATA and MWAA to submit comments to draft revision to PSP to TOC by 4/7.**

Finally, D. McCoy confirmed that WMATA will grant TOC members VPN access to the Hazard Management Module upon completion of the required WMATA form. **Action Item: D. McCoy to transmit WMATA VPN request form to the TOC for completion.**

Next TOC External Meeting: Wednesday, April 16 at 2:00 pm, at JGB