

**TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING**  
at the District Department of Transportation  
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001  
Wednesday, May 21, 2014  
**External Meeting Minutes**

Name	Agency	Phone	Email
Klara Baryshev	TOC/DDOT		
Sharmila Samarasinghe	TOC/DRPT		
Joshu Shih	TRA/TOC		
Robert Kogan	TRA/TOC		
Manuel Kennerly	SAFE		
Dorsey Adams	SAFE		
Darren McCoy	SAFE		
Stephen Mischuk	SAFE		
Monic Morgan	PPL		
Ronald Pavlik	MTPD		
L.M.D.D. Biggs	MTPD		
Tiffany Washington	MTPD		
Julious Byrd	MTPD		
Daryl Sensenig	MTPD/OEM		
Byron England	RTRA		
Colin Myers	CONS		

**External Meeting - 2:00-3:00**

The group reviewed action items from the March monthly meeting; the April monthly meeting was cancelled. The February and March minutes were not approved due to Maryland not being represented on the TOC in the meeting. **Action item: D. McCoy to sent close-call reporting update to TOC. (D. McCoy transmitted to TOC on 5/21; action item is complete.)**

Next, the group discussed the progress of Phase 1 of the Silver Line. S. Mischuk reported that the Operational Readiness Date (ORD) has been postponed to 5/27. The on-site portion of the TOC pre-revenue service review (PRSR) will also start on 5/27. The Metropolitan Washington Airports Authority (MWAA) accepted the Dulles Transit Partners (DTP) Safety and Security Certification Final Report on 5/16. WMATA has open reviews of MWAA's first submission of System Substantial Completion (SSC); two construction items and 94 open testing items remain for final acceptance. DTP carry-over items must be fixed or completed to WMATA's satisfaction prior to the revenue operations date (ROD). WMATA, MWAA, and DTP are all ready for the 5/27. WMATA is currently reviewing open items and preparing for the on-site portion of the TOC PRSR. DTP will be restricted from the Silver Line right-of-way (ROW) for 48 hours after WMATA's ORD acceptance of the line; starting at 5:00 am on 5/27, WMATA will re-key the entire system. After re-keying, WMATA will grant DTP access to the ROW via Mobile Command. K. Baryshev asked that WMATA's Project Office to notify TOC when ORD is achieved. RTRA's intent is to have 100% of Operators who will be assigned to the Silver Line to have completed familiarization for Silver Line revenue service. D. Sensenig/OEM agreed that OEM would notify TOC of upcoming Silver Line drills. **Action item: OEM to notify TOC of upcoming Silver Line drills.**

K. Baryshev estimated that TOC's remarks in the PRSR kickoff meeting on 5/27 will take 30 minutes maximum. K. Baryshev asked about whether WMATA van transportation from JGB to remote sites (Herndon project office, Carmen Turner Facility [CTF], and

Alexandria Yard) would be round trip. **Action item: D. McCoy to confirm that van transport would be round-trip (D. McCoy confirmed during 5/22 CAPTURE meeting that van transport would be round-trip; action item is completed.)**

R. Pavlik stated that WMATA was implementing mitigations for the Silver Line TVA, and as many as possible would be resolved prior to ROD.

Next, the group discussed the status of the 7000-Series Railcar procurement. S. Misczuk provided an update, stating that certification of design and construction are complete; 62% of hazards and 37% of CIL items are closed. 24 hazards and 28 CIL items have been closed for operational testing. The current focus is on closing unacceptable hazards. WMATA is currently reviewing Revision C of the fire hazard analysis, submitted by Kawasaki on 5/16. WMATA rejected Revision H of the fire/smoke/toxicity report submitted on 4/22 for lack of data.

K. Baryshev then provided an update on the Roadway Worker Protection (RWP) hazard analysis and triennial review report. WMATA has completed the RWP hazard analysis, and TOC has submitted the WMATA hazard analysis to FTA. TOC also submitted the draft final report of the RWP triennial review element to WMATA and is now reviewing WMATA's comments in response. Additionally, TOC is in the process of preparing a response to WMATA General Manager R. Sarles' inquiry during the March quarterly meeting regarding WMATA's RWP program progress.



Discussed next were corrective action plans (CAPs). The May CAPTURE meeting took place on 5/22. D. McCoy sent a list of CAPs updated with estimated completion dates and responsible parties on 5/20.

Next was an update on TOC triennial review reports. The TOC has received SAFE's response and draft CAPs to the System Safety elements final report; TOC is preparing its response to SAFE. **Action item: TOC to send response to SAFE's submitted comments and CAPs.** R. Pavlik stated that MTPD is in the process of drafting a response letter to the 2013 Final Report of the Triennial Review of Element 1 of the Security and Emergency Preparedness Plan (SEPP). **Action item: MTPD to send response to 2013 Final Report of the Triennial Review of Element 1 of the SEPP.**

The status of the 2014 update to the TOC Program Standards and Procedures (PSP) was discussed next. TOC has received WMATA's and MWAA's responses and will issue a final PSP. **Action item: TOC to issue 2014 Revision to PSP.**

Finally, the group discussed other outstanding business. K. Baryshev asked MTPD to provide the executed signature page to the 2014 WMATA SEPP in order to complete the TOC's annual review of the WMATA SEPP. **Action item: MTPD to submit executed signature page of 2014 SEPP.**

D. McCoy provided authorization VPN authorization forms for TOC members to sign and submit, primarily for the purposes of using the WMATA hazard management module from off-site. **Action item: TOC members to sign and submit VPN authorization forms to D. McCoy.** D. McCoy will verify whether this VPN authorization also grants TOC members access to WMATA's intranet. **Action item: D. McCoy to verify whether VPN authorization also grants TOC members access to WMATA's intranet.**

**Next TOC External Meeting (Quarterly): Wednesday, June 18 at 2:30 pm, at JGB**