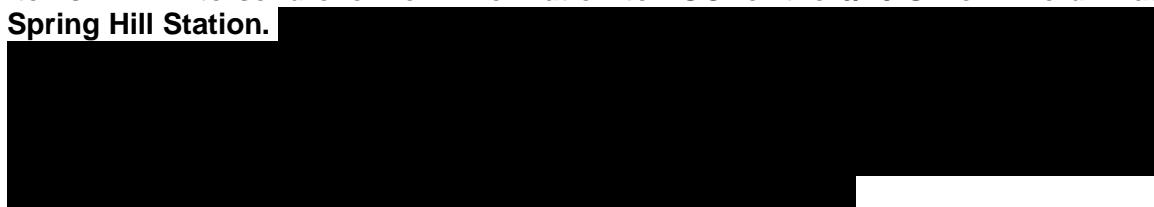


**TRI-STATE OVERSIGHT COMMITTEE QUARTERLY MEETING**  
at the District Department of Transportation  
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001  
Wednesday, June 18, 2014  
**External Meeting Minutes**

Name	Agency	Phone	Email
Klara Baryshev	TOC/DDOT		
Sharmila Samarasinghe	TOC/DRPT		
Joe Tebo	TOC/MDOT		
Joshu Shih	TRA/TOC		
Robert Kogan	TRA/TOC		
Richard Sarles	GM		
Jim Dougherty	SAFE		
Lou Brown	SAFE		
Manael Kennerly	SAFE		
Darren McCoy	SAFE		
Christine Shaver	SAFE		
Charles Briscoe	SAFE/CQAL		
Monic Morgan	PPLE		
Ronald Pavlik	MTPD		
Daryl Sensenig	MTPD/OEM		
Hercules Ballard	RTRA		
Byron England	RTRA		
James Poe	TIES/CMNT		
John Bercher	IT		
Joseph Reynolds	CENV		
Lou Viner	CENI		
Corey Walker	FTA		

**External Meeting - 14:00-15:30**

The group reviewed action items from the May monthly meeting. **Carry-over action items: MTPD to send overview information to TOC for the 6/29 Silver Line drill at Spring Hill Station.**



SAFE personnel inquired if the pending revision to the TOC Standards and Procedures (PSP) will be for 2014, since TOC did not issue a 2013 revision. TOC personnel confirmed that the revision will be effective for 2014. TOC is still in the process of reviewing WMATA's comments to the 2014 draft PSP revision. **Action item: TOC to finalize 2014 PSP revision.**

TOC personnel inquired about whether the signature page to the 2014 Revision to the WMATA Security and Emergency Preparedness Plan (SEPP) was ready; this is the only outstanding item that TOC needs for 2014 approval of the WMATA SEPP. **Action item: MTPD to submit the executed signature page to TOC.**

D. McCoy confirmed that VPN authorization for TOC members also grants access to WMATA's intranet. **Action item: TOC members to submit executed VPN authorization forms to D. McCoy.**

**The group approved the March and May minutes.**

Next, the group discussed the progress of Phase 1 of the Silver Line. WMATA stated that it will submit its responses to TOC's Pre-Revenue Service Review (PRSR) Interim Report by 6/20. **(TOC received WMATA's responses on 6/20.) R. Kogan stated that the TOC will review WMATA's responses and make arrangements for field verifications as necessary. The TOC will assess the Silver Line's pre-revenue simulated service by 7/24; TOC will also issue its final report by 7/24.**

L. Brown stated that WMATA will submit a final safety and security certification report, to follow with a supplemental final report to address any remaining, post Revenue Operations Date (ROD) items. The WMATA Safety and Security Certification Review Committee (SCRC) has voted to accept Dulles Transit Partners' (DTP's) safety certification report for the Silver Line; WMATA's safety certification is still in progress. The only major outstanding item is Rail Activation. WMATA's final safety and security certification report will be issued before ROD and before the week of simulated service. Items that need to be verified during the pre-revenue simulated service period will be documented in WMATA's supplemental safety and security certification final report. K. Baryshev stated that the Silver Line's project-specific Safety and Security Certification Plan (SSCP) Appendix 1 states that full safety certification must be completed prior to ROD. J. Dougherty stated that a worst-case scenario is that WMATA will issue Temporary Use Notices (TUNs) for any remaining Rail Activation Plan (RAP) items. R. Kogan stated that as long as the TOC receives a report that documents the safety certification process, and unfinished items are covered by work-arounds and temporary use notices, the TOC can also issue its own supplemental report to the PRSR Final Report.

The group next discussed updates to the West Falls Church Yard (WFCY) upgrade for the Silver Line. SAFE personnel stated that the Substantial Completion Date for WFCY is projected to be before ROD, with a target date of 7/21 for the yard lead and storage tracks. SAFE believes that it has sufficient documentation on hand to certify WFCY. MWAA is projected to complete safety and security certification of WFCY before 7/21.

The discussion then moved to the 7000-Series railcar procurement. TOC issued a notification letter regarding its intent to perform a readiness review of the 7000-Series railcars. SAFE personnel stated that SAFE would respond by 6/20. **(TOC received WMATA's response on 6/20.)**

Discussed next were open accidents/incidents/hazards. K. Baryshev asked what immediate mitigations WMATA had taken in response to the 6/11 brake separation incident on the Red Line. J. Reynolds stated that WMATA removed hardware from the axle of the incident car (1135) and sent the hardware to a lab 6/16 for mechanical, chemical, and metallurgical analysis; WMATA also sent hardware in stock to the lab for comparative analysis. WMATA is reviewing installation records. Until the report results are in, it is too preliminary to identify a probable cause. Bolts in the brake disc remained in the disc (threaded part); WMATA also uninstalled the hardware in the axle of car 1135 and sent that for analysis. CENV has talked to original equipment manufacturers (OEMs) for the brake assembly parts; CMNT is following proper installation procedures. It is

preliminary for WMATA to say that incorrect installation is at fault. Analysis of hardware will take 2-3 weeks. CMNT has inspected the cars that are in for inspection. The brake disc installation procedure followed were the ones in effect. The defective disc was installed in February; WMATA is looking at markings to verify that installation was correct. After the 2012-2013 failure mode, effects, and criticality analysis (FMECA), WMATA implemented a QA campaign. WMATA recorded campaign observations on a per-truck basis. For the incident car, an anomaly was discovered in February 2014, and only the brake disc was replace. The technician who performed the replacement followed the Maintenance Service Instruction (MSI) in effect. TOC suggested that WMATA evaluate as part of the hazard analysis the trajectory of the disc in the event that the disc separates from the vehicle.

K. Baryshev inquired about who in WMATA is leading the investigation. J. Dougherty stated that WMATA has formed a “small committee”; SAFE is leading the overall investigation, and CENV is investigating the engineering aspects of the incident. SAFE will issue the final report.

K. Baryshev then asked for an update on the May 14 incident near Takoma Station in which a train received a signal aspect for a straight move but took a diverging move. SAFE stated that similarly-configured signals at locations on the Metrorail system were inspected and found to not have the same anomaly. The anomaly at Takoma was improper installation.

K. Baryshev then inquired about the rash of recent brakes-in-emergency incidents. J. Reynolds stated that mixed consists, especially between the oldest and newest railcar fleets, plays a role in the incidents. The 1000-Series railcar fleet is the leading culprit of problematic equipment. Weather also contributes to the brakes-in-emergency incident occurrences. H. Ballard states that train operator experience generally does not play a role in such incidents.

The next topic of discussion was the status of TOC Three-Year Safety and Security Reviews. WMATA CAPs for the Roadway Worker Protection Review are due on 6/27 and for the System Safety Elements Review are due on 6/30. TOC granted WMATA's extension requests for both reviews.

Next, the group discussed Federal Transit Administration (FTA) Safety Advisory 14-2: Ensuring Safe Speeds at Terminal Stations. K. Baryshev stated that the TOC does not have a copy of WMATA's response to the October 4, 2013 National Transportation Safety Board (NTSB) Urgent Safety Advisory on Unintended Train Movements. K. Baryshev asked WMATA for a copy of its response letter to NTSB. **Action item: SAFE to forward a copy of its response letter to NTSB regarding the Urgent Safety Advisory on Unintended Train Movements to TOC.**

Finally, the meeting concluded with a TOC presentation to WMATA General Manager R. Sarles about the progress of WMATA's Roadway Worker Protection (RWP) Program from 2009 to the present. This presentation was in response to the General Manager's request during the March Quarterly Meeting.

**Next TOC External Meeting: Wednesday, July 16 at 14:00 pm, at JGB**