

TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING
at the Washington Metropolitan Area Transit Authority
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001
Wednesday, July 16, 2014
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		
Darren McCoy	SAFE		
Steve Misczuk	SAFE		
Charles Briscoe	SAFE/CQAL		
Monic Morgan	PPLE		
Ronald Pavlik	MTPD		
Daryl Sensenig	MTPD/OEM		
Alexa Dupigny-Samuels	MTPD/OEM		
Hercules Ballard	RTRA		
Manuel Araujo	TIES/CMNT		
Ginna Greenbaum (via teleconference)	DULS		
Neil Nott	DULS		

External Meeting - 14:00-15:30

The group reviewed action items from the June quarterly meeting. **Remaining action items: MTPD to send after-action reports (AARs) from 6/29 drill at Spring Hill Station to TOC.** The TOC had inquired in May about whether a recent uptick of fire incidents in the Metrorail system are indicative of a more serious problem. SAFE personnel stated that the fires are mainly insulator fires, and precipitation could be correlated with more fires. SAFE will discuss further at the next monthly meeting. **Action Item: SAFE working with TRST to provide an update.**

Action item: TOC to finalize 2014 PSP revision.

TOC personnel inquired in the June quarterly meeting 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. **MTPD submitted a hard-copy of the executed 2014 SEPP signature page.**

Action item: TOC members to submit executed VPN authorization forms to D. McCoy.

The group approved the June quarterly meeting minutes.

Next, the group discussed the progress of Phase 1 of the Silver Line. [REDACTED]



S. Misczuk stated that 15 safety/security certification (SSC) documents from the Metropolitan Washington Airports Authority (MWAA) are still in Code 2 (i.e. not final) status. SAFE submitted a 1 TB external hard drive with all MWAA Safety Critical Items List (SCIL) documentation.

S. Misczuk next provided an update on the status of the 7000-series railcar procurement. For SSC, all design items are closed. Fewer than two dozen items need to be resolved. SAFE will share an update with TOC as soon as possible. Approximately four to six tests remain to be performed on site; after those tests, testing on the prototype cars should be 100% complete. **Action item: SAFE to provide TOC an update on the status of 7k SSC.**

K. Baryshev stated that the TOC will send a document request and proposed schedule for the 7000-Series Railcar readiness review. K. Baryshev inquired what constitutes “conditional acceptance,” currently scheduled for August 28. L. Brown responded that the requirements for conditional acceptance are detailed in the 7k documentation; in summary, conditional acceptance can be considered to be analogous to substantial completion. SAFE should have a better estimate by the August 7k Safety Certification Working Group (SCWG) meeting whether the August timeline for conditional acceptance is appropriate. K. Baryshev stated that the TOC received WMATA’s 6/20 response to TOC’s letter of intent to conduct a readiness review of the 7000-Series railcars and that pending the document request no additional information is needed from WMATA. K. Baryshev also stated that the readiness review will take place after conditional acceptance. S. Misczuk stated that the 7k cars will not carry passengers until after final acceptance; conditional acceptance is a contractual requirement. The definition of “burn-in” testing is detailed in the 7k documentation; the Greenbelt test track is being constructed for the purposes of burn-in testing.

K. Baryshev announced that TOC is canceling the July CAPTURE meeting to prepare for final Silver Line field verification activities, and discussion about open accidents and incidents will be reserved for the monthly accident-incident work session.

Next discussed were the status of TOC Three-Year Safety and Security Reviews. SAFE submitted an extension request through August 15 for the CAPs for the System Safety Elements review. MTPD is in the process of preparing a letter response for the Findings of Compliance with Recommendation from the 2013 SEPP Element 1 review. TOC has received WMATA’s CAPs from the Roadway Worker Protection review and will transfer the CAPs to the TOC CAP database. PLNT and ELES await TOC’s dates for making the audits of these departments joint TOC external and WMATA internal audits.

Finally, K. Baryshev stated that the TOC is in the process of reviewing WMATA's response to FTA Safety Advisory 14-2.

The meeting adjourned.

Next TOC External Meeting: Wednesday, August 20 at 14:00, at JGB