

TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING AGENDA
Wednesday, January 14th, 2009
at the DC Department of Transportation, Mass Transit Administration
2217 14th Street NW, 2nd Floor, Washington, DC 20009

Call-in Number: [REDACTED]

Meeting commenced at 10:05am

Attending:

| Name | Agency/Firm | Position | Phone | E-mail |
|-----------------------|-------------|----------------|------------|------------|
| John Contestabile | MDOT | TOC Chair | [REDACTED] | [REDACTED] |
| Eloy Recio | VA DRPT | TOC Member | [REDACTED] | [REDACTED] |
| Eric Madison | DDOT | TOC Vice Chair | [REDACTED] | [REDACTED] |
| Brian Glenn | FTA | | [REDACTED] | [REDACTED] |
| Matt Bassett | MDOT | TOC Member | [REDACTED] | [REDACTED] |
| Alexa Dupigny-Samuels | WMATA | | [REDACTED] | [REDACTED] |
| Darren McCoy | WMATA | System Safety | [REDACTED] | [REDACTED] |
| Sharief Hashim | WMATA | | [REDACTED] | [REDACTED] |
| Ron Edwards | WMATA | System Safety | [REDACTED] | [REDACTED] |
| Jack Bleiberg | DHS-TSA | | [REDACTED] | [REDACTED] |
| Robert Kogan | TRA | TOC Consultant | [REDACTED] | [REDACTED] |
| Tom Luglio | TRA | TOC Consultant | [REDACTED] | [REDACTED] |
| Ken Korach | TRA | TOC Consultant | [REDACTED] | [REDACTED] |
| Chuck Novick | TSA | | [REDACTED] | [REDACTED] |

First Segment (10:00 to 10:15) TOC Only

1. Open TOC-Only Issues – None.

Second Segment (10:15 to 11:15) TOC & TRA Only

1. **Approve November and December Meeting Minutes –**

The November and December minutes were approved.

2. **Discuss NTP for RWP Task, TRA Payment (incl. proposed MWCOG letter) –**

Matt Bassett drafted a letter to MWCOG explaining TOC's displeasure with the responsiveness of their payments to TRA. A revised draft will be distributed to the group. Matt is to issue a Notice to Proceed. As part of the RWP assessment, TRA will be issuing a memo explaining their concerns with the ROW protection course.

3. Assign Responsibility for Remaining Open FTA Audit Items -

Robert Kogan agreed to send out an email itemizing the remaining items with recommendations on how to close them. The next deadline to FTA is February 9th.

4. Open Accident/Incident Investigations and Approvals

a. Mt. Vernon Sq. Letter –

A letter was sent stating from TOC's to WMATA indicating its acceptance of the NTSB incident report.

b. Review of WMATA Response on Waterfront Railcar Fire –

The TOC is still waiting to hear back from WMATA on comments.

c. Changes to TOC Accident, Incident and HC Tracking Database

#4 – 4/23/05 – Branch Avenue (Green) – Person struck – Report not ready

#112 – 12/20/07 – Fort Totten (Red) – Person struck -TRA still needs to review – See Open Accident/Incident Updates for WMATA's update.

#118 – 2/20/08 – Van Dorn Street (Blue) – Person on ROW - OK to close

#131 – 4/4/08 – McPherson Square (Orange) - Document changes to written procedures/SOPs – See Open Accident/Incident Updates for WMATA's update.

#80-#89 – 8/26/07 to 8/27/07 (All Lines) Track fires – Matt recommends collapsing all incidents into one for reporting purposes

#143 – 6/9/08 – Courthouse (Orange) Derailment – Report received on 10/16/08. TOC provided comments in November and a response is still pending from WMATA.

#167 & #168 – 11/24/08 & 11/25/08 – Medical Center & Grosvenor (Red) – Both are considered reportable incidents and can come off the TOC Accident, Incident and HC Tracking Database

#172 & #173 – 12/17/08 & 1/5/09 – Shady Grove (Red) & Braddock Road (Blue/Yellow) - Persons struck – WMATA provided sufficient reports on both incidents and the TOC moves to adopt their findings.

#18 – 6/25/06 – Multiple Stations – Flooding in stations – A letter should come from WMATA to verify they have reviewed their records indicating damages were less than \$25K.

Robert Kogan suggested a working meeting to include WMATA Operations to try to resolve some of the older issues on the Accident, Incident, HC Database. Tentative meeting dates were suggested for the first week in February.

5. Hazard Management Issues – Robert Kogan provided a document on HIRM comments

a. New Hazardous Conditions:

Broken rails – See Section 4 “Hazard Update”

- b. Electrical shock from railcars – WMATA issued a service bulletin dated November 7, 2008 outlining the problem and the necessary corrective actions.

Fire at Rosslyn Station – 10/9/2007 – TOC adopted the incident report on 1/28/08.

Communications Breakdown – See Section 4a under “Hazard Update”

6. CAPs Update – TRA will send a draft memo from John Contestabile to Alexa Dupigny-Samuel recommending the closing of CAP #56 and the acceptance of comments on the entire 12/31 CAPs. A proposed work session was also suggested to close out the oldest CAPs.
7. TOC Program Standard and Procedures update – Discussion was held on the comments provided by MTPD. No one from the Department was able to attend today’s meeting. John asked Matt to send a memo reminding them of the extension for their SSPP to February 1st and TOC would like to wrap up the Standards and Procedures by the next meeting in order to send it to FTA.
 - a. Hazard notification thresholds – On page 37 Section 10.6, Robert added language clarifying the threshold of acceptable, unacceptable hazardous conditions.
8. Discuss Letters to FTA re: MOU, MTPD re: waiver, MWAA re: funding –
 - a. MOU - A draft letter was sent to TOC members regarding MOU. Once confirmed Matt will send to FTA.
 - b. Waiver - A letter to MTPD granting waiver extension was approved.
 - c. MWAA Funding – John suggested sending the letter out to agency heads before sending to MWAA. Matt to send revised letter to TOC members who will run it by the agency heads.
 - d. FTA audit - Letter from Andy Loftton stating FTA audit due on March 15th.
9. Update on Annual GM Meeting & Annual FTA Report – A tentative meeting is scheduled for April. Matt will work to get a date on John Catoe’s calendar.
10. Approve Draft TOC Calendar, Confirm Next Meeting Venue – TOC Calendar approved. Next meeting will be February 11th at the NVTC offices.

Second Portion (11:15 to 12:00) Including WMATA, FTA, TSA

1. Monthly Safety Initiatives – Accident/Investigation procedures still awaiting final draft.
2. Introduction of MTPD Deputy Chief Lee – Chief Lee was scheduled to attend but had to decline because of illness.
3. Open Accident/Incident Updates -
 - #4 – April 23, 2005 – Branch Avenue – WMATA investigated but could not find any documentation. Future responses from WMATA should indicate why TOC should accept the findings and what efforts were taken to investigate the incident.
 - #112 – 12/2/2007 – Fort Totten Derailment – A report was sent from Darren on the morning of the meeting. TOC agreed to adopt the Incident Report.

#80 - #89 – Multiple Track Fires – These will be consolidated into one item on the Incident Database.

#118 – 2/20/2008 – Van Dorn Street – Removed from the matrix. No evidence was found of person under train.

#131 – March 31, 2008 – McPherson Square – Formal procedures are now incorporated into training manual to carry a piece of spine rail for further weight. TRA recommends the TOC close out this incident.

#143 – 6/9/08 – Courthouse derailment – WMATA Safety presented disks with attachments for the report.

#167 & #168 – These items were removed from the accident matrix.

#172 & #173 – Purple/purple - These items were removed from the accident matrix.

4. Hazard Update –

HIRM Comments from TRA will be sent electronically to WMATA. TOC will send a formal request for cracked rail updates. Ron Edwards asked representatives from the Track Department to come out to speak with TOC but no one was available to attend. Someone from Track has been tentatively scheduled to appear at the February meeting.

There are four issues WMATA is looking at regarding cracked rail incidents. Ron Edwards will provide an email to TOC outlining these issues:

Internal defects

Procedures

Welding Procedures

Modifying inspection manual

TOC requests Ron Edwards schedule meeting with Mike Hiller.

- a. Discuss HIRM comments – WMATA asked to include dates on HIRM incidents
Incident 070401 – TOC still waiting from report on PM21 collision with car 3251. WMATA indicated they should be able to provide a report by the end of the month.

January 30, 2007 – Communications failure at DuPont – This is a police issue.

#57 (070503) – TOC/TRA still awaiting a revised report from WMATA.

- b. Discuss Service Bulletin re: recent fires
- c. Discuss Hazard Alert re: Electric Shock from breaker panels
- d. Update on cracked rail hazardous conditions

5. CAP Update

- a. Share TOC approvals/comments

6. Review of Comments to TOC Program Standard & Procedures

- a. MTPD comments on security incident notification – Need to be resolved at next month's meeting as they were unable to attend the January meeting. SEPP due on February 1st and Standard and Procedures need to be resolved before FTA submission.
7. Update on Inaugural Preparations – WMATA handed out information on bus route changes. They also indicated they would have staff available to help with crowd control and any other incidents that may occur. Staff will also monitor escalators and station entrances to ensure platforms don't become overcrowded. TSA will have VIPER teams run by Federal Air Marshals with additional staff from other cities.
8. Status of WMATA SEPP & SSPP Submittals – See Section 7 "TOC Program Standards and Procedures"
9. Open Discussion & Adjourn, Next Meeting 2/11/09 @ Location TBD - NVTC, Arlington, VA

Meeting adjourned at 12:30pm