

TRI-STATE OVERSIGHT COMMITTEE MONTHLY MEETING
at the Washington Metropolitan Area Transit Authority
Jackson Graham Building, 600 5th Street NW, Washington, DC 20001
Wednesday February 22, 2012
Minutes

Name	Agency
Matt Bassett	TOC/VDRPT
James Benton	TOC/MDOT
John Chism	TOC/DDOT
George Good (by teleconference)	TOC/MDOT
Robert Kogan	TRA/TOC
Ken Korach	TRA/TOC
Darvin Kelly	TRST
Rob Troup	TIES
Hercules Ballard	RTRA
James Dougherty	SAFE
Lou Brown	SAFE
Alex Seredich	TRST
Darren McCoy	SAFE
Robert Maniuszko	SAFE
Brad Hanna	MTPD
L.M.D.D. Biggs	MTPD
Jason Sullivan	MTPD
Joseph E. Reynolds	CENV
David Newman	SMNT
Dan George	CMNT
Charles Briscoe	SAFE
Manuel Araujo	CMNT
Derrick Wigglesworth	MTPD
Brian A. Glenn	FTA

Internal Meeting 14:00-15:15 TOC & TRA Only

The group discussed the minutes from the January meeting, and discussed various action items. The group will approve the minutes during the external meeting.

The group discussed the upcoming presentation to the WMATA Board that will take place February 23rd.

The group discussed policy issues. The next TOC Executive Meeting is April 11, 9:30-11:30 a.m. Topics will include regular updates to the executives, as well as the Dulles oversight and responsibilities document. The draft has been distributed to the TOC members, and will be given to the TOC executives for their review and sign-off.

TOC has scheduled an accident investigation work session with SAFE for Friday 2/24.

M. Bassett summarized the CAPTURE meetings that took place February 21st. Approximately 17 were closed for the month. The group discussed WMATA's letter response to TOC regarding the Fatigue Management Study, and alternative approaches to ensuring that WMATA follows up on proposed actions. The group also discussed WMATA's response to the HM audit.

J. Benton summarized the recent 7000-Series meetings. TOC continues to seek the Rail Fleet Management Plan (currently under review by FTA). TOC will be interested to know WMATA's plans to accommodate lending 64 cars to the DCMP and how this may impact operations on the rest of the system if the 7000 Series cars are not yet delivered.

The group discussed other recent and upcoming meetings, including an Automatic Train Control summit meeting, and a Board Safety and Security Committee meeting.

TOC has received WMATA's Internal Safety and Security Audit Annual Report, and has found the report to be satisfactory. TOC has also completed its review of the WMATA SSPP. TRA will draft approval letters for these documents. (completed).

TOC reviewed the SEPP on-site with MTPD personnel. TOC provided written comments to WMATA earlier this week. **Action item: TOC will work with WMATA to resolve outstanding issues with the SEPP.**

TOC met with TRST personnel at Alexandria Yard to discuss RWP safety briefings, and to review a sample of safety briefing records. **Action Item: TOC will revisit this issue with other maintenance departments over the next several months.**

The group discussed TOC funding and interface with the COG.

External Meeting TOC, TRA, WMATA, FTA, NTSB, TSA

WMATA staff discussed updates to the investigations of the following incidents:

- Power interruption at the ROCC.
- Recent rail breaks. This has been discussed with TOC members in various recent forums, including the February 21st ESC meeting. D. Kelly and R. Troup described ongoing investigation of possible solutions to help mitigate such breaks.
- January 24th Sideswipe at WFC.
- POWR car accident. This incident involved a POWR employee who fell asleep at the wheel following a shift.
- 12 car train. Per H. Ballard

The group discussed the Close Call Reporting System. D. Kubicek has been working with the union on developing this system, which would better allow employees to self-report such occurrences.

Friction ring issues – the group discussed a summary of progress in replacing affected friction rings. R. Troup briefed the TOC on all of the affected railcar series.

M. Bassett summarized the results of the two CAP meetings that took place this month. The group briefly discussed WMATA's response to the HM program audit.

There are several upcoming internal safety and security audits that TOC may observe:

- March 12th (Station Planning)
- March 13th (Chief Engineer – Vehicles; and Chief Engineer – Infrastructure).

As discussed above, the Rail Fleet Management Plan is not yet in final form. FTA recently sent the document back to WMATA with additional comments. TOC has requested a copy of this document as soon as it becomes available.

R. Troup gave an update on the Battelle study of the ATC system. The results of this study are expected in April 2012. The group also discussed the recent ATC summit.

MTPD described the status of the Threat and Vulnerability Assessment being conducted for WMATA by the Volpe Center. The TVA includes administrative facilities, bus divisions, rail yards, stations, etc. There remains about half the system left to survey at this time. The TVA is set to conclude soon, and the final report is due to WMATA 3/31. Per Lt. Hanna, the expanded scope TVA for the Dulles Corridor project would start in May 2012, end January 2013.

The group discussed an occurrence near K&N Junction (east of the West Falls Church Station on the Orange Line, where the Dulles Corridor right-of-way branches off of the existing WMATA mainline) involving a problem with a track circuit. WMATA Systems has been working with DCMP personnel on a procedure to help mitigate the circumstance that may have contributed to the problem.

M. Bassett summarized TOC's spot review of RWP safety briefing recordkeeping. The RWP program requires retention of safety briefing forms for 90 days. The results of the review indicate that WMATA is conducting the briefings as required, though TOC did have suggestions to help improve efficiency. **Action Item: TOC will follow up with a similar review of RWP job safety briefing compliance for other maintenance groups in the coming months.**

M. Bassett described the status of TOC's review of the WMATA SSPP, SEPP, and ISSA Annual Report and Certification of Compliance. TOC will approve the SSPP and the Annual Report (completed). **Action Item: TOC will work with WMATA to resolve several comments on the draft SEPP.**

Next TOC External Meeting: Wednesday March 21, 2012, 2:00 pm