

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

Metrorail Safety Commission

Date: Tuesday, March 13, 2018
Location: COG Board Room – Third Floor
 777 North Capitol Street NE
 Washington, DC 20002

DRAFT MINUTES

Agenda Item #	Item
1.	<p>Opening remarks were made by Kanti Srikanth of MWCOG. Introductions were offered by Commission members present, members of Kaplan Kirsch, Rockwell (KKR), CliftonLarsonAllen LLP (CLA) and representatives of WMATA and the three jurisdictions.</p> <p>Rollcall of the initial meeting of the Metrorail Safety Commission was conducted and a quorum was established.</p> <p>Two items were added to the proposed agenda: closure of the executive session and subsequent formal adjournment of the meeting.</p>
	Action Items
2.	The official seating of the Commissioners took place.
3.	<p>Discussion of the draft Bylaws took place. Several questions were raised by Commission members. It was agreed that specific items could be revisited and/or revised at future dates.</p> <p><u>ACTION:</u> The Bylaws were unanimously approved.</p>
4.	<p>Drafts of required policies regarding Conflicts of Interest, Freedom of Information Act and Open Meetings were introduced and explained. Questions were raised by Commissioners and discussed. It was agreed that specific items could be revisited and/or revised at future dates.</p> <p><u>ACTION:</u> All three policies were unanimously approved.</p>
5.	<p>The Comprehensive Acknowledgement Form was reviewed and discussed.</p> <p><u>ACTION:</u> The Forms were distributed to and signed by the Commissioners present.</p>

6.	<p>Allison Fultz of KKR was nominated Acting Secretary pending the election of a Secretary.</p> <p><u>ACTION:</u> The motion was passed unanimously.</p> <p>The process for the election of Commission officers was discussed. Questions were raised by Commissioners and discussed. It was decided that the proposed policy would be reviewed based upon questions raised by Commission members and reviewed further at a later meeting.</p>
7.	<p>The establishment of a fiscal year was proposed.</p> <p><u>ACTION:</u> The motion to set the fiscal year as July 1 through June 30 was unanimously approved.</p>
8.	<p>The Commission meeting calendar was discussed. It was proposed that a potential schedule would be submitted for approval to the Commissioners.</p>
9.	<p>Motion to adjourn to Executive Session was unanimously approved.</p>
10.	<p>The meeting was reopened to report that the Commission took no action in Executive Session</p>
11.	<p>The meeting was adjourned.</p>