

Metrorail Safety Commission

AGENDA

Tuesday, May 8, 2018
Location: COG Board Room
777 North Capitol Street NE, Suite 300
Washington, DC 20002
12:00 p.m. – 2:00 p.m.

12:00 1. Call to Order and Roll Call

Christopher Hart, MSC Board Chairman

12:05 2. Chairman's Remarks

12:10 3. Staff Report

Staff will review documents sent, received since the last meeting and provide an update on ongoing activities.

ACTION ITEMS

12:20 4. APPROVAL OF THE MINUTES OF THE APRIL 24, 2018 MEETING

Debra Farrar-Dyke, MSC Secretary

12:25 5. REVIEW AND APPROVAL OF MWAA AND WMATA NOTIFICATION LETTERS

Kanti Srikanth, COG staff and Robert Holt, Foy Insurance Group

The Commissioners will be briefed on these draft courtesy letters informing both the Metropolitan Washington Airports Authority (MWAA) and the Washington Metropolitan Area Transit Authority (WMATA) that the MSC is working to get certified. The Commissioners will be asked to approve both letters.

12:45 6. APPROVAL OF RECOMMENDED PROFESSIONAL EMPLOYER ORGANIZATION

Kanti Srikanth, COG Staff and Sarah Conroy, CLA

Staff will present the findings and analysis and will recommend a Professional Employer Organization to administer MSC Employee benefits. The Commission will be asked to approve the recommendation.

12:55 7. CONSENT AGENDA – Two Resolutions Each Authorizing the Chairman to:

- a. Finalize and issue an Offer Letter and Employment Contract for the CEO (David L. Mayer)
- b. Finalize and sign a Service Agreement with a PEO which was approved in Item #6.

INFORMATIONAL ITEMS

1:05 8. MEMO ON MSC PARTICIPTION WITH TOC/FTA ONSITE ACTIVITIES

Christopher Hart, MSC Board Chairman

The Commissioners will be briefed on a memorandum by Chairman Hart outlining a plan to work cooperatively with FTA and WMATA whereby Commissioners would be able to familiarize themselves with WMATA operations and FTA safety oversight activities. This would include shadowing FTA on safety inspection activities and a tour of WMATA's select facilities.

1:15 9. STAFFING UPDATE

Nicholas Ramfos, COG Staff

The Commission will be given a status report on activities to hire employees and secure a technical services contractor for the twelve remaining positions.

1:25 10. MSC INSURANCE PROGRAM FOLLOW-UP

Kanti Srikanth, COG staff and Robert Holt, Foy Insurance Group

The Commission will be briefed on the on any potential limits on Tort claims on the MSC and estimate of annual costs for all six elements of the MSC's Insurance program.

1:35 11. TRI-STATE OVERSIGHT (TOC) COMMITTEE OVERVIEW

Sharmila Samarasinghe, VDRPT Staff and TOC Chair

The Commission will receive an overview of TOC activities including the overall role of a State Safety Oversight Program and how it functions on a day to day basis as well as an explanation of the auxiliary components that make up an SSO Agency.

1:55 12. Other Business / Announcements

Christopher Hart, MSC Board Chairman

2:00 13. Adjourn

The next meeting of the MSC is scheduled for May 22, 2018.