

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

Metrorail Safety Commission

Date: Tuesday, June 5, 2018
Location: COG Board Room – Third Floor
777 North Capitol Street NE
Washington, DC 20002

DRAFT MINUTES

| Agenda Item# | Items |
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| | Commissioners present: Christopher Hart, Debra Farrar-Dyke, Mark Rosenker, John Contestabile (alternate), Barbara Reese (alternate); Howard Roberts and Robert Bobb arrived after roll call. David Mayer was present. |
| 1./2. | The Chairman called the meeting to order. Roll call was taken; a quorum was achieved. Dr. David Mayer was officially welcomed by the Commission. |
| 3. | Staff report: Emergency procedures for exiting the building were explained. The letter received from FTA reminding the Commission of the September 30 certification deadline and the fact that no extension was allowed was discussed. Three of four sections of the certification process were basically completed; staffing was again emphasized as the most significant piece for completion. The office buildout is completed; Dr. Mayer is finalizing furniture arrangements. IT options are also being finalized with a target completion date by the end of June. An RFQ for a banking vendor had been issued May 31, with proposals due by June 13. Drafts of the funding agreements with the three jurisdictions were discussed. Dr. Mayer is in the process of finalizing the job description advertisements and RFQ. Update on the current standing of the insurance coverage was provided, with an annual premium of approximately \$125,000. The present package does not include property coverage, auto or an umbrella policy which could be added later. A memo provided by counsel more specifically described the requirements behind open and closed Commission meetings. The Commissioners asked for a more thorough comparison between its compact and the Sunshine Act. |
| | Action Items |
| 4. | Motion to approve the Minutes of the May 22, 2018, meeting was made. <u>ACTION:</u> The Minutes were unanimously approved. |

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| 5. | <p>Approval of Recommendation to Extend MSC Contracts: Extensions to the contracts with KKR and CLA, currently administered by COG and set to expire June 30, 2018, were discussed. A year extension for each contract was recommended. It was noted that neither were fixed price contracts, and could be terminated at the Commission’s discretion. The KKR extension would be a not-to-exceed cost of \$370,000; CLA extension would be a not-to-exceed \$2.72 million. The extended contracts would be transferable to the Commission from COG’s administration.</p> <p>Motion to approve the KKR extension was made.</p> <p><u>ACTION:</u> The motion was unanimously approved.</p> <p>Motion to approve the CLA extension was made.</p> <p><u>ACTION:</u> The motion was unanimously approved.</p> |
| | <p>Informational Items</p> |
| 6. | <p>Overview of FTA Certification Application: Staffing resources were noted as the most significant outstanding item. Drafts of the workload assessment and program standards had been provided to FTA; their comments were being reviewed. A discussion of the Commission’s depth and scope of investigations took place.</p> <p>No action required.</p> |
| 7. | <p>Meeting was Adjourned.</p> |