

WASHINGTON METRORAIL SAFETY COMMISSION

Date: Thursday, December 20, 2018  
Location: Ronald F. Kirby Training Center  
777 North Capitol Street NE  
Washington, DC 20002

DRAFT MINUTES

Agenda Item#	Items
	Commissioners present: Christopher Hart, Debra Farrar-Dyke, Greg Hull, Robert Bobb, Howard Roberts (via phone), John Contestabile (alternate), Barbara Reese (alternate; via phone). David Mayer was present.
1.	The Chairman called the meeting to order. Roll call was taken; a quorum was achieved.
2./3.	Safety Briefing: Dr. Mayer outlined emergency exit procedures for evacuating the Kirby Center. Chairman Hart made brief remarks.
4.	Motion to approve the Minutes of the September 27, 2018, meeting was made.  <u>ACTION:</u> The Minutes were unanimously approved.
5.	Staff Report: Dr. Mayer discussed progress of the WMSC since the last Commissioners' meeting. The Commission's certification application remains under FTA review. Staff has been involved in transfer briefings with the FTA as well as shadowing FTA staff during their Metrorail inspections and overviews of operations. It is anticipated WMSC staff will pilot test oversight procedures in early 2019 under FTA supervision prior to validation and certification.
6.	Pro Forma Agenda: the proposed format for subsequent Commission meetings was presented and discussed.
7.	Committees: a discussion of potential Commission committees, as outlined in the Commission compact and by-laws, took place. Committees would explore and distill more complicated issues prior to public meetings. It was also noted that the expertise of Commission alternates could be utilized in such committees.

8.	Public Comments: a discussion of allowing public comment periods in future Commission meetings took place. It was noted the Commission is under no obligation to permit such forums. Staff was reviewing how other SSOAs handle such comment periods.
9.	Discussion of Budget Process: budgeting of potential federal and jurisdictional funds was discussed as was the importance of beginning this process prior to WMSC certification.
	<b>Action Item</b>
10.	Resolution Required for Federal Funding: a proposal was presented to the Committee concerning federal funding covering the following: allowing the WMSC CEO to execute and file funding applications; allowing the CEO to execute and sign funding agreements; and for general counsel to prepare and complete annual certification requirements.  <u>ACTION</u> : The resolution was unanimously approved.
11.	The Meeting was Adjourned.