



**WASHINGTON METRO RAIL SAFETY COMMISSION**

**Date:** Tuesday, April 8, 2019  
**Location:** Ronald F. Kirby Training Center  
 777 North Capitol Street NE  
 Washington, DC 20002

**DRAFT MINUTES**

<b>Agenda Item#</b>	<b>Items</b>
	Commissioners present: Christopher Hart, Debra Farrar-Dyke, Greg Hull, Robert Bobb, Howard Roberts (via phone), Mark Rosenker (via phone), John Contestabile (alternate), Chris Geldart (alternate), Michael Rush (alternate). David Mayer was present.
1.	The Chairman called the meeting to order. Roll call was taken; a quorum was achieved.
2.	Safety Briefing: Dr. Mayer outlined emergency exit procedures for evacuating the Kirby Center.
3.	Chair’s Remarks: Chairman Hart noted the WMSC was formerly certified on March 18, 2019, and that the following day the WMSC began various track and operational inspections. Agenda item 9.b. (WMSC R-2019-02 Resolution Recognizing the Contribution and Efforts Made by Certain Entities in Establishing the WMSC) was moved forward as the Chair recognized the work of the FTA, the three metropolitan jurisdictions and COG in obtaining the WMSC’s certification. In connection with WMSC R-2019-02, a commemorative plaque was presented to Chuck Bean of COG.
4.	CEO’s Remarks: Dr. Mayer reported that the Commission had begun almost daily inspections since certification. He noted that the financial transition from COG to WMSC was still on-going.
5.	Motion to approve the Minutes of the December 20, 2018, meeting was made.  <u>ACTION:</u> The Minutes were unanimously approved.

6.	<p>Safety Event Investigations: Sharmila Samarasinghe provided an overview of the WMSC’s investigation and reporting procedures for safety events. She noted the WMSC inherited several open safety events from the FTA. Four investigation reports were presented for the Commissioners’ adoption: an IDW system being damaged by a repair vehicle (E16203); a track-side worker safety event (E17386); the collision of two maintenance vehicles (E18279); and an incident where a work vehicle passed a red signal (E18417).</p> <p><u>ACTION</u>: Motions to accept all four reports were made and approved.</p> <p>It was noted three incidents of mis-routed trains took place recently, two on March 25 and one on March 28 2019 and that the WMSC directed WMATA to investigate and prepare a report.</p> <p>The Chairman noted that compliance with an hours of work policy does not address the question of fatigue. He directed WMSC staff to work with WMATA to incorporate a more robust assessment of fatigue in future reports. A brief discussion took place and it was agreed that the WMSC would focus on this issue in the future.</p>
7.	<p>Corrective Action Plans: Ms. Samarasinghe reported that the WMSC inherited approximately 100 Corrective Action Plans from WMATA that are being assigned to three categories: (1) awaiting verification for closure; (2) progress being made but more time needed; (3) proposed solutions must be restated. She discussed five CAPs in the first category. Three were closed after verification and the remaining two were expected to be closed within the month.</p>
8.	<p>Triennial Audits: Ms. Samarasinghe provided a brief description of the process for evaluating WMATA safety through audits, explaining the audit program could be conducted once for the three-year period or spread out throughout the three-year period; she reminded the Commissioners that the WMSC Program Standard calls for pursuing the latter option. The triennial audit schedule was presented to the Commissioners. The first triennial audit is scheduled to begin in July 2019 and will cover track infrastructure. The second audit is scheduled to begin in September 2019 and will focus on traction power, and the third audit is scheduled to begin in November 2019 will focus on the roadway worker protection program. She noted that the schedule covering 2019 to 2022 had been provided to WMATA.</p>
	<p><b>Action Items</b></p>
9.	<p>Resolutions:</p> <ul style="list-style-type: none"> <li>a. Resolution Renumbering: Proposal to change the numbering of adopted resolutions from the current fiscal year to the calendar year was submitted. (WMSC R-2019-01 Resolution Re-Numbering Resolutions of the WMSC.)</li> </ul>

	<p><b><u>ACTION:</u></b> The resolution was unanimously approved.</p> <p>c. Public Comments: A policy for allowing public comments at future meetings was presented. (WMSC R-2019-03 Resolution Establishing A Policy and Procedures Governing Comments.)</p> <p><b><u>ACTION:</u></b> The resolution was unanimously approved.</p> <p>d. Master Funding Agreement: It was explained that the funding agreement among the three jurisdictions and the WMSC had not been finalized. No action was taken.</p> <p>e. WMSC Finance &amp; Operations Committee: Proposal to establish an advisory finance and operations committee was presented. (WMSC R-2019-04 Resolution Establishing a Finance &amp; Operations Committee and Directing the Committee to Develop a Committee Charter.)</p> <p><b><u>ACTION:</u></b> The resolution was unanimously approved.</p>
10.	The Meeting was Adjourned.