

WASHINGTON METRORAIL SAFETY COMMISSION

Date: Tuesday, May 14, 2019
Location: Ronald F. Kirby Training Center
777 North Capitol Street NE
Washington, DC 20002

MINUTES

Agenda Item#	Items
	Commissioners present: Christopher Hart, Debra Farrar-Dyke, Robert Bobb, Mark Rosenker (via phone), John Contestabile (via phone). David Mayer was present.
1.	The Chairman called the meeting to order. A quorum was achieved.
2.	Safety Briefing: Dr. Mayer outlined emergency exit procedures for evacuating the Kirby Center in case of an emergency.
3.	Public Comments: There were no comments from the public.
4.	Chair’s Remarks: Chairman Hart welcomed the attendees to the second public meeting since the WMSC’s receipt of its certification by the FTA on March 18. Chairman Hart continued by stating the Commission would consider two safety event investigations and receive updates on sixteen CAPs. Chairman Hart ended his remarks by indicating the Commissioners would also consider three resolutions concerning the operation of the WMSC towards the end of the meeting.
5.	CEO’s Remarks: Dr. Mayer updated the Commissioners on the status of the WMSC’s transition to financial independence from COG, noting that the WMSC’s financial independence would come once a federal grant was awarded directly to the WMSC and local funds were received. Dr. Mayer notes steps to affect that transition were underway. Dr. Mayer noted the WMSC has submitted a grant application to the FTA and that civil rights documents that would be approved during the meeting would be included in that application. Dr. Mayer noted that the jurisdictional funding agreement, which would affect future funding, was tentatively complete and that all legal and policy questions had been resolved.
6.	Motion to approve the Minutes of the April 8, 2019, meeting was made. <u>ACTION:</u> The Minutes were unanimously approved.

	Action Items
7.	<p>Safety Event Investigations: Ms. Samarasinghe presented two investigations concerning trains passing roadway workers at excessive speeds: (1) On March 31, 2017, a relief operator assuming operations from a station mid-line was not made aware of the workers' presence; and (2) on May 24, 2017, a student operator whose trainer was seated in a passenger space rather than the operating cab was unaware of track workers prior to passing them.</p> <p><u>ACTION:</u> Motions to adopt both reports were made and approved.</p> <p>Dr. Mayer noted an incident in April 2019 in which the WMSC instructed WMATA to conduct a full investigation into a train passing roadway workers at a speed of more than 15 mph between Pentagon City Station and Crystal City Station. The Roadway Worker in Charge was required to instruct the Advanced Mobile Flagger at Pentagon City Station to set up at the 8-car marker and start briefing train operators to expect personnel on the right of way ahead. The RWIC did not perform this step, so the AMF did not brief the train operator. The train operator encountered the workers at about 40 mph. The watchman/lookout alerted the track walkers ahead of an approaching train. The workers were in a place of safety prior as the train passed them. A draft final report from WMATA has been received and staff are continuing to review it.</p> <p>Dr. Mayer also noted that at the previous month's meeting, there was discussion of a directive to WMATA to conduct full investigations into three misrouted trains and one undesired coupling. Dr. Mayer noted these investigations were ongoing and an update would be provided at a future meeting.</p>
8.	<p>Corrective Action Plans: Ms. Samarasinghe briefly outlined the three categories of CAPs that the WMSC inherited from the FTA. She then described fifteen CAPs from what are considered Categories 1 and 2, three of which were nearing completion and the remainder of which are being closed. She cited the inclusion of Category 2 CAPs as a positive sign that WMATA has been working through the CAPs.</p>
9.	<p>Audits: Ms. Samarasinghe reported that the WMSC was in the process of preparing the first stage of the triennial audits, which would encompass track safety and training and involve interviews, records review, and field observations with an expected completion date of June 30, 2019.</p>
10.	<p>Resolutions: The Chairman moved the agenda item while a quorum was still held. Dr. Mayer announced that the Finance & Operations Committee held its first meeting last week.</p> <p style="padding-left: 40px;">a. Internal Controls Manual: The Manual was submitted for approval.</p>

	<p><u>ACTION:</u> The resolution was unanimously approved.</p> <p>b. Title VI Plan: The Plan establishes the WMSC’s non-discrimination policies.</p> <p><u>ACTION:</u> The resolution was unanimously approved.</p> <p>c. DBE Program and Goal: WMSC staff followed FTA-recommended procedures to arrive at a three-year DBE goal of 4.3% over a three-year period. A brief discussion of the formulation and rationale behind the goal took place.</p> <p><u>ACTION:</u> The resolution was approved with Commissioner Bobb abstaining.</p>
11.	The Meeting was adjourned.