



Metropolitan Transportation Authority

Safety Committee Meeting

May 2015

Committee Members

T. Prendergast, Chair
F. Ferrer
A. Albert*
J. Ballan
R. Bickford
N. Brown*
A. Cappelli
C. Moerdler
M. Pally
J. Sedore, Jr.
V. Tessitore*
E. Watt*
N. Zuckerman*

Safety Committee Meeting
2 Broadway, 20th Floor Board Room
New York, NY 10004
Wednesday, 5/20/2015
8:30 - 9:30 AM ET

1. Public Comments

2. Approval of Minutes - March 25, 2015

Safety Committee Minutes - Page 3

3. 2015 Committee Work Plan

Safety Committee Work Plan - Page 7

4. Report of Chief Safety Officer

5. Safety Council Charter

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6. Safety Goals

Safety Goals - Page 13

7. LIRR & MNR Enhanced Safety Action Update

LIRR Enhanced Safety Action Update - Page 14

MNR Enhanced Safety Action Update - Page 15

8. Pedestrian Safety (Presentation)

9. Intrusion Detection Pilot Project (Presentation)

Date of next meeting: July 20, 2015

**Metropolitan Transportation Authority
Minutes of
Safety Committee Meeting
347 Madison Avenue
New York, NY 10017**

**Wednesday, March 25, 2015
8:30 AM**

The following members were present:

**Hon. Thomas F. Prendergast, Chairman & CEO
Hon. Fernando Ferrer, Vice Chairman
Hon. Mitchell Pally
Hon. Allen Cappelli
Hon. Charles Moerdler
Hon. Andrew Albert
Hon. Robert C. Bickford
Hon. James L. Sedore, Jr.
Hon. Neil Zuckerman
Hon. Carl Wortendyke
Hon. Johnathan Ballan
Hon. Vincent Tessitore
Hon. Ira Greenberg
Hon. John Molloy**

The following Chief Safety Officers were present:

David Mayer
Anne Kirsch
Loretta Ebbighausen
Cheryl Kennedy
Stephen Vidal
James Foley
Peter Kohner

Carmen Bianco, President, New York City Transit (“NYCT”), Joseph J. Giulietti, President, Metro-North Railroad (“MNR”), David Kubicek, Sr Vice President-Operations, Long Island Rail Road (“LIRR”), James Ferrara, President, Triborough Bridge and Tunnel Authority (“TBTA”), and Michael Horodniceanu, President, MTA Capital Construction (“MTA-CC”), Darryl Irick, President MTA Bus/LI BUS also attended the meeting.

Chairman Thomas F. Prendergast called the meeting to order.

Chairman Prendergast asked Mr. Mayer to explain safety measures to be taken in the event of an emergency at 2 Broadway.

1. PUBLIC SPEAKERS

There was one (1) public speaker, Murray Bodin. Refer to the video recording of the meeting produced by the MTA and maintained in MTA records for the content of speaker's remarks.

Upon motion duly made and seconded, the minutes of the February 2015 Safety Committee were approved.

2. CHAIRMAN'S OPENING COMMENTS

Chairman Prendergast opened the floor to Chief Safety Officer, David Mayer to discuss the 2015 Safety Committee Work Plan.

Mr. Zuckerman inquired if the safety metrics distributed earlier in the year were the same as safety goals. Mr. Mayer answered the goal of the Safety Metrics is to compare MTA agencies to appropriate peer groups in the industry, as there are different reporting rules and thresholds within the MTA agencies. The aim of safety goals would be to update the board on upcoming safety projects.

Mr. Zuckerman then asked to have a public awareness communication plan added to the work plan. David Mayer agreed to add it.

Mr. Moerdler stated that the public should be made aware of the results of safety analysis and any safety measures being implemented. Chairman Prendergast agreed. Mr. Moerdler went on to add that it is the responsibility of municipalities to regulate the approaches to grade crossings. Chairman Prendergast stated there are three parties responsible: MTA, the local municipality and the DOT.

Mr. Ballan asked the Chairman to explain how the responsibilities are distributed between the three parties and which jurisdiction has the "lead" as relates to grade crossings. The Chairman answered that each party is equally responsible.

Upon motion duly made and seconded, the 2015 Safety Committee work plan was approved.

3. CHIEF SAFETY OFFICER'S COMMENTS

As stated at the January meeting, Mr. Mayer has continued to visit MTA facilities and training courses to learn MTA agency procedures. Mr. Mayer also stated a Safety Council composed of the Chief Safety Officers from across the MTA has begun to meet regularly and has drafted a charter. The purpose of the charter is to spell out the high-level functioning of the group and the work it will be doing.

Mr. Cappelli asked if station overcrowding would be addressed by the Safety Committee. Chairman Prendergast answered the primary responsibility is with the agency and should be discussed at the respective agency committee meeting.

Mr. Ballan asked for an update on the report of the Valhalla incident. Mr. Mayer answered the National Transportation Safety Board would not release a final report until approximately a year after the incident.

Mr. Zuckerman asked whether the Board will be updated on what is discussed at the Safety Council Meetings and how those subjects will be reported. Mr. Mayer answered that issues deemed noteworthy will be brought to the Board's attention by presentation. Mr. Zuckerman asked that item #6 on the Charter be changed to reflect that, and Mr. Mayer agreed to do so.

Mr. Albert asked when issues like "movement between cars" be discussed at the Safety Committee rather than the agency committee. Chairman Prendergast answered that increased frequency and exposure would determine which topics are discussed at the Safety Committee.

Mr. Mayer then gave the Board an update on Operation Lifesaver, a non-profit organization that produces educational materials on grade crossing safety and trespass prevention. Mr. Mayer stated Operation Lifesaver will offer training at MTA facilities to MTA employees and offer public outreach and education.

Mr. Albert asked if the driver of a vehicle can be aware if a train coming through a station is going to stop or is an express train traveling at a high speed. Chairman Prendergast answered that once a gate cycle has begun that the train is going through the station whether it stops at that station or not. Mr. Albert then asked if the gate cycle has begun if the train is within a certain distance regardless if it is a local or express. Chairman Prendergast answered the standard is thirty seconds. Mr. Albert went on to ask if starting grade crossing signals earlier would help prevent accidents. Chairman Prendergast answered that the standards practiced by the MTA are used Nationwide.

Chairman Prendergast then opened the floor to Chief Coan to update the Board on Grade Crossing Enforcement. Please refer to the video recording of the meeting produced by the MTA and maintained in MTA records for the content of the speaker's remarks.

Mr. Moerdler asked if tickets issued by the MTA Police are handled by the local jurisdiction. Chief Coan affirmed they are.

Mr. Cappelli asked if MTA runs grade crossing safety public services announcements on local cable stations. Ms. Ebbighausen answered that MTA has had public service campaigns on grade crossing safety in Long Island over the last 2 years. Chairman Prendergast stated this is a best practice that should be used across the agencies.

Mr. Ballan asked Chief Coan if MTA Police coordinates with local Police departments and if MTA Police officers must attend court dates when tickets are issued. Chief Coan answered when local departments ask for enforcement MTA Police will supplement their resources. He went on to say that an officer must only attend if the person pleads not guilty. Mr. Ballan added that a discussion on MTA Police resources should take place sometime in the future.

Mr. Moerdler asked Chief Coan what the penalty is for a violation. Chief Coan stated it is a monetary fine and possible points on the license of the violator.

Chairman Prendergast and Mr. Mayer then opened the floor to James Foley and Daniel Decrescenzo, for a presentation on Traffic Incident Management. Please refer to the video recording of the meeting produced by the MTA and maintained in MTA records for the content of the presentation.

Mr. Zuckerman asked if incentives are used by Bridges and Tunnels to encourage employees to adhere to training guidelines. Mr. Foley answered that continuous improvement are incentives.

Mr. Pally asked how to improve the communication to drivers prior to getting to Bridges and Tunnels where traffic incidents have occurred. President Ferrara answered Bridges and Tunnels utilizes various modes to communicate to drivers in the timeliest manner possible.

Mr. Mayer asked the Chief Safety Officers of Long Island Rail Road and Metro-North Railroad to update the board on the confidential close call reporting system. Ms. Ebbighausen stated LIRR has completed its peer review program and anticipates going live on March 29, 2015. Ms. Hirsch stated the MNR is approximately 2 weeks behind LIRR's status and plans on going live once manager training has been completed.

Mr. Mayer then asked Ms. Kirsch to update the Board on the status of the Sleep Apnea Screening Program at MNR. Ms. Kirsch stated the pilot program has screened approximately 73 locomotive engineers and locomotive engineer trainees to date.

Mr. Moerdler asked when the Sleep Apnea Program would be implemented across the agencies. Chairman Prendergast answered MTA will move forward expeditiously through the agencies after best practices have been learned from the MNR pilot program.

ADJOURNMENT

Upon motion duly made and seconded, the Board voted to adjourn the meeting at 9:34 am.

2015 Safety Committee Work Plan

I. RECURRING AGENDA ITEMS

<u>Topic</u>	<u>Responsibility</u>
Public Comments	Committee Chair & Members
Approval of Minutes	Committee Chair & Members
Committee Work Plan	Committee Chair & Members
Chief Safety Officer's Report	MTA Chief Safety Officer
Enhanced Safety Actions Update	LIRR and MNR Chief Safety Officers

II. SPECIFIC AGENDA ITEMS

May 2015

	<u>Responsibility</u>
Safety Goals for 2015	MTA Chief Safety Officer
Pedestrian / Trespasser Safety Efforts	Safety Staff
Platform Safety	Safety Staff

July 2015

Blue Ribbon Panel Recommendations Update	MTA Chief Safety Officer
Communication Plan	MTA Chief Safety Officer
Labor / Management Safety Activities	Safety Staff
Contractor Safety	Safety Staff

November 2015

Safety Goals for 2015: Progress report	MTA Chief Safety Officer
Fatigue and Alertness Management	Safety Staff
Safety and Maintenance and Repair Facilities	Safety Staff
Evaluation of Safety Committee Charter	Committee Chair & Members

January 2016

Annual Safety Report for 2015	MTA Chief Safety Officer
Approval of 2016 Work Plan	Committee Chair & Members
Tunnel Safety	Safety Staff
Draft 2016 Committee Work Plan	MTA Chief Safety Officer

March 2016

Approval of 2015 Committee Work Plan	Committee Chair & Members
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Detailed Summary

I. RECURRING AGENDA ITEMS

Approval of Minutes

The Committee Chair will request a motion to approve the minutes of the prior meeting of the Safety Committee.

Committee Work Plan

The Work Plan will list, by meeting, the topics scheduled for review. The Committee will be advised if any changes have been made to the plan.

Chief Safety Officer's Report

The MTA Chief Safety Officer will report on any major safety accomplishments of progress on key safety goals or activities.

II. SPECIFIC AGENDA ITEMS

May 2015

Safety Goals for 2015

The MTA Chief Safety Officer will describe the key safety projects and activities underway at MTA agencies that the Safety Council has selected for particular focus and attention.

Pedestrian / Trespasser Safety Efforts

Staff will describe efforts and projects underway to improve pedestrian safety and reduce the number of collisions with trespassers.

Platform Safety

Staff will describe the risks that customers and employees face on station platforms and the efforts and strategies underway to improve safety on our platforms.

July 2015

Labor / Management Safety Activities

Staff will brief the committee on various ways in which labor representatives and managers work cooperatively to assure and improve safety throughout the MTA.

Contractor Safety

MTA agencies extensively rely on contractors for construction and other important work. Staff will describe the requirements we place on our vendors to ensure workplace safety and the assurance activities conducted by MTA agencies to ensure contractors are safe.

November 2015

Safety Goals for 2015: Progress Report

The MTA Chief Safety Officer will describe progress underway on the key safety projects and activities at MTA agencies that the Safety Council has selected for particular focus and attention.

Fatigue and Alertness Management

Staff will review differences and similarities across the MTA with respect to employee fatigue and alertness management.

Safety at Maintenance and Repair Facilities

MTA agencies operate a variety of maintenance shops and repair facilities, and the hazards at these facilities are different from those that exist in our revenue operating environments. Staff will describe some of these facilities, the work conducted there, and discuss our ongoing efforts to ensure safety in these facilities.

January 2016

Annual Safety Report for 2015

The MTA Chief Safety Officer will provide a review of the major safety activities and accomplishments of the prior year.

Tunnel Safety

Many of the MTA agencies have safety responsibilities and operational activities that include tunnels. Staff will describe the variety of safety assurance and safety preparedness activities designed to keep tunnels safe.

Review of Safety Committee Charter

The MTA Chief Safety Officer will discuss key components of the Safety Committee charter and invite the Committee Chair and Members to consider crafting a work plan that will fulfil the charter.

Metropolitan Transportation Authority Safety Council Charter

I. Introduction

The entire MTA is committed to and focused on continuously improving safety for our customers and our employees. To that end, the safety officers from across the MTA have come together to form a Safety Council. This charter describes the goals and activities of the Safety Council. The Council will serve to motivate, encourage, recognize, and provide effective leadership to the MTA in its ongoing efforts to create a strong organizational culture that is necessary for safe and effective agency operations.

II. Purpose

The purpose of this charter is to establish a Council that will provide senior level involvement in the evaluation, authorization, oversight, and support of various safety policies, programs, and initiatives. Specifically, the Safety Council will:

- Implement a sustainable, long-term strategy to continually improve safety across all MTA agencies;
- Serve as a resource to the Board on safety issues; in coordination with agency presidents and senior safety staff, report as necessary to the Board regarding ongoing safety initiatives and efforts to promote a strong safety climate throughout the MTA;
- Provide a forum for representatives from all MTA operating agencies to regularly review safety and operational data to identify safety issues and trends and to share results, safety initiatives, and best practices across all MTA agencies;
- Evaluate safety concerns and issues identified at any MTA agency and determine the extent to which any applicable corrective actions or safety strategies are applicable to other MTA agencies and operations;
- Track and ensure the implementation of third-party safety recommendations at all MTA agencies; and,
- Ensure that the agencies file timely and appropriate comments in response to safety-related requests for public comment issued by state or federal agencies; assist government relations staff in reviewing or drafting safety-related state or federal legislation;

III. Membership

The MTA Headquarters Chief Safety Officer shall chair the Safety Council. Membership of the Safety Council shall be comprised of the senior safety officials at each of the MTA agencies. Additional staff members are welcome to attend council meetings, and ad hoc members may be appointed by the Chair as necessary.

IV. Authority

The Chair of the Safety Council may appoint a Vice Chair and additional members or advisors to the Safety Council as required to conduct the business of the Safety Council.

The Chair may appoint subgroups and/or committees of the Safety Council to accomplish the work of the Safety Council. The Council will ensure that appropriate resources are available to achieve the goals and objectives set forth by the subgroups and/or committees.

V. Activities

The Safety Council's activities will include, but are not limited to, the following:

- Oversee, review, and update, safety and health-related policies, programs, and initiatives, major incident investigations, and any other subgroup and/or committee initiatives;
- Receive feedback and recommendations from subgroups and/or committees and provide the necessary review and approval to implement; and,

VI. Meetings and Reports

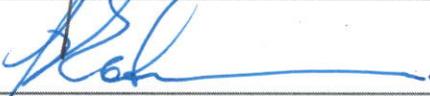
The meeting of the Safety Council shall be subject to the call of the Chair.

All members are encouraged to attend all meetings of the Safety Council in person. Members of the Safety Council may bring additional staff to attend meetings, and they may be represented by a key staff member if unable to attend. The Chair may invite speakers or guests to attend a meeting for the purpose of providing expertise on areas under consideration.

The Safety Council will keep the Safety Committee of the MTA Board of Directors apprised of the Council's activities, key learnings, and any issues of concern. Such reports will be included in the MTA Chief Safety Officer's regular report to the Committee, presentations by members of the Council to the Committee, or by other means as may be useful to communicate the material.

By signing below, all Council members acknowledge having read and accepted this Charter as the official Charter of the Safety Council.

MTA Safety Council Charter

Agency	Position	Name	Signature
MTA Headquarters	Chair – MTA Chief Safety Officer	David Mayer	 4-10-2015
MTA Bridges and Tunnels	VP of Safety	James Foley	
MTA Capital Construction	VP of Safety	Peter Kohner	
MTA Long Island Rail Road	Chief Safety Officer	Loretta Ebbighausen	
MTA Metro-North Railroad	Chief Safety Officer	Anne Kirsch	
MTA Regional Bus Company	VP Transportation, Safety & Training	Stephen Vidal	
NYCT Office of System Safety	VP of System Safety	Cheryl Kennedy	

Safety Goals

- Safety Reporting – Monitor the new Confidential Close Call Reporting programs at Metro-North and the LIRR. How well are these and other safety reporting programs utilized at MTA agencies?
- Fatigue & Sleep Apnea – Closely follow the screening and wellness program underway at Metro-North. Help ensure the timely and efficient implementation of sleep apnea screening at the LIRR and NYCT. More broadly, assess scheduling practices as specified by regulation and/or collective bargaining agreements across MTA agencies to determine if improvements can be made to help promote alertness.
- Safety Metrics – Review the traditional safety statistics collected and reported by MTA agencies to ensure an appropriate balance between lagging and leading Indicators of safety.
- Pedestrian Safety – Monitor pilot testing of technological solutions to prevent collisions involving pedestrians to ensure that the agencies pursue the most promising technologies.
- Grade Crossing Safety – Provide support and leadership to ensure that MTA agencies continue to improve safety at crossing by focusing on engineering solutions, educational opportunities, and enforcement activities.
- Third Party Recommendations – Monitor agency efforts to comply with third-party safety recommendations (such as the Blue Ribbon Panel, the NTSB, and others), and communicate as necessary.
- Slips, Trips, Falls – Convene a “deep dive” assessment of these injuries to determine if any new approach will further reduce the occurrence.
- Positive Train Control – Monitor the agency’s deployment of PTC as well as pending federal legislation to ensure that the committee remains well aware of the status.
- Cameras – Monitor the deployment of inward and outward facing cameras and assist the agencies in developing policies to ensure that the recorded data is used for safety improvements.

Memorandum



Date: May 2015

To: Members of the LIRR Operating Committee

From: Patrick A. Nowakowski, President

Re: Enhanced Safety Action Update

This is to update you on the LIRR's comprehensive efforts to enhance safety throughout our system:

- Our second quarter Corporate Quarterly Safety Stand-Down is scheduled for June 10th.
- The Peer Review Team met May 6th, the first meeting since the official start of the Confidential Close Call Reporting Program on March 29th.
- The following progress was made on speed compliance enhancements and Positive Train Control (PTC):

Action Item	Status
Alerters	Installation is complete on all fleets.
Speed Compliance	For the period 4/1/15 through 4/30/15, there were 112 Radar Observations. Seventy-five different LIRR Engineers were observed. Thirty-four event recorder downloads were analyzed. All results indicate compliance. <i>Please note:</i> There is a seven day window for radar observations to be entered into our Efficiency Testing System. Numbers are subject to change.
Emergency Order 29	All critical curves were completed as scheduled by 3/1/14.
Tangent Track Evaluation	Study of potential enforcement of civil speed restrictions on tangent track is on-going. Six identified segments were completed in 2014. Three additional segments are currently being reviewed. One is tied to ESA and projected for completion September 2016. One is being tested. The final is being designed.
PTC	The Systems Integrator (SI) is completing Preliminary Design Review and beginning some PTC Final Design elements. Radio compliance testing is completed, variances are under review by the manufacturer. First Article Inspection (FAI) of wayside interface hardware is completed and preparing for Factory Acceptance Testing. Radio Frequency Propagation analysis for Pilot sections is also completed.
Cameras	4D Security Solutions has completed the initial M7 camera location surveys. These surveys were conducted using a test train under both day and night conditions. Sample video is being reviewed for the purpose of selecting specific camera models.

Memorandum



Date: May, 2015
To: Metro-North Committee
From: Joe Giulietti
Re: **Enhanced Safety Action Update**

This is to update you on Metro-North's comprehensive efforts to enhance safety throughout our system:

- Our March 19th safety stand down included over 2,000 participants. Our second quarter safety stand down was held on May 7, 2014, and focused on fall-prevention, fatigue, dual-employment and C3RS. OSHA had a National campaign, focusing on preventing fall related injuries, ending on May 15, 2015 which was the impetus for our fall-prevention focus.
- Our C3RS program kicked off on April 13 with our Transportation employees and we have met with the other labor organizations to work on their IMOUs. We hope to progress quickly with the other organizations.

The following progress was made on speed compliance enhancements and Positive Train Control (PTC).

ACTION ITEM	STATUS
Cameras	Vendors have been awarded the contract on March 3rd, to provide audio and image recorders that meet or exceed the NTSB recommendations. The initial design review and inspection began for all Car and Locomotives types that are part of the camera installation program. Each type has been surveyed by the design team for equipment location and camera positioning. Preliminary design effort is under way.
NTSB Recommendations	We continue to implement NTSB recommendations, and will work with the NTSB to close out each of their recommendations while coordinating with the other MTA agencies to ensure best practices are shared.
Speed Compliance	For the month of April, 24 compliant radar observations were performed and 46 event recorder Download Reviews with no failures. Through April there have been 441 downloads reviewed with no failures.
Obstructive Sleep Apnea	This pilot has been kicked off at Metro-North and findings from this pilot will inform an all-agency approach. We continue to screen locomotive engineers working with labor and the vendor to continually improve the process
PTC	The Systems Integrator (SI) is completing Preliminary Design Review and beginning some PTC Final Design elements. Radio compliance testing results are under review by the manufacturer. Transponder brackets continue to be installed on New Haven line. Wayside interface hardware First Article Inspection (FAI) is completed. Radio Frequency Propagation analysis for Pilot sections is also completed.

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