



NATIONAL TRANSPORTATION SAFETY BOARD
Investigative Hearing

Washington Metropolitan Area Transit Authority Metrorail train 302 that encountered heavy smoke in the tunnel between the L'Enfant Plaza Station and the Potomac River Bridge on January 12, 2015

GROUP	
EXHIBIT	

Agency / Organization

Title



MEETING MINUTES
Executive Safety Committee
December 16, 2014

Name	Function	Phone Number
Members Present		
Sarles, Richard	GM/CEO	
Dougherty, Jim	CSO	
Pavlik, Ron	MTPD	
Troup, Robert	DGMO	
Bitar, Rodrigo	AGM, TIES	
Kent, Christian	AGM, ACCS	
Richardson, Barbara	CHOS	
Pett, Kathryn	COUN	
Anosike, Dennis	CFO	
Burnside, Andrea	CPO	
Ballard, Hercules	Managing Director, Rail Transp.	
Lew, Helen	Inspector General	
Borek, Kevin	AGM, IT	
Kennerly, Manny	Dep. Chief Rail Safety	
Grano, Carla	Deputy Chief, Environmental	
Krukowski, Chad	Deputy Chief, Occupational Safety	
Charles Briscoe	Deputy Chief, Corporate QA	
Baryshev, Klara	TOC	
Madaras, Jim	Local 689	
Members Absent (*Represented by staff)		
AGM, BUS*	CHRO	AGM, CSCM
Assistant CSO	Deputy Chief, Bus Safety*	
Other Attendees		
Adams, Dorsey	SAFE	
Beebe, Ryan	SAFE	
Bunting, Clay A.	TIES	
Hamilton, Jim	RISK	
Haley, Chris	SAFE	
Jones, Thomas	SAFE	
Kupka, Greg	SAFE	
Martin, William	RISK	
McCoy, Darren	SAFE	
McNeil, John	SAFE*	
Morgan, Monic	PPL	
Murtha, Ann	SAFE	
Newman, David	SMNT	
Potts, Robert	BUS*	
Prevost, Terry	ACCS	
Rahn, Will	RISK	

Reynolds, Joseph E.	CENV		
Samarasinghe, Sharmila	TOC		

- I. **Call to Order:** Jim Dougherty called the November Executive Safety Committee meeting to order at 11:01 am on December 16, 2014, in the JGB First Floor Meeting Room.
- II. **Safety Contact:** Tom Jones provided an overview of the emergency procedures for the building and AED location. The Safety Contact focused on pedestrian safety and maintaining awareness while operating vehicles.
- III. **Approval of Minutes:** Jim Dougherty asked for any changes to the minutes. The minutes were approved without comment.
- IV. **Statistical Review:** Greg Kupka reported that the November EIR increased to 4.49 injuries per 200,000 hours worked, a 25% increase from October. This resulted in a CYTD EIR of 4.18, which remains under the CY14 target of < 4.8. The number of injuries increased from thirty-four in October to forty in November. The monthly leading injury types were, in order, Collision-Related (11), Slip/Trip/Fall (9), and Struck By/Against (7). The monthly leading job categories were Bus Operator and Train Operator. To date, there are 29 injuries in November, which projects (using the average number of hours per month) to 37 for the month. BTRA experienced eighteen injuries, an increase of two from October. RTRA experienced eight recordable injuries in November, which results in a CYTD EIR of 5.48. CMNT's EIR increased to 3.26 in November after experiencing six injuries, which brings their total to 33 on the year. ELES experienced one injury in November, which brings their annual injury count to 16. PLNT had one injury in November, which lowered their EIR to 2.74 for the year. SMNT experienced one injury in November, bringing their injury total to thirteen. TRST's EIR decreased to 3.85 after experiencing one injury in November, bringing their total injury count to twenty-four on the year. MTPD experienced three injuries in November, bringing their injury total for the year to 43. This lowered their EIR to 7.52, a 10% decrease from the same period last year. November's CIR was 1.79, which is below the target of < 1.8, and up from 1.54 in October. The CTYD CIR is 6% above the target rate of < 1.8. The total number of customer injuries was static when compared to October, at 48. The leading November customer injury types were Slips/Trips/Falls (69%), Collision-related (29%), and Caught in/by (2%).

Discussion:

- Mr. Kupka summarized the divisions within Rail Car Maintenance (CMNT), Systems Maintenance (SMNT), Bus Maintenance (BMNT), and Plant Maintenance (PLNT) that experienced no injuries for the calendar year. Mr. Sarles asked what those divisions are doing to prevent injuries that can be shared with other groups. Mr. Bitar reported that TIES has increased its partnerships with SAFE and worked actively to change the mentality to keep safety at the top of mind. Mr. Madaras discussed a group of employees that showed CENI how WSAD testing procedures were inadequate and worked to revise the procedure. He recommended that these types of actions should continue to be encouraged and emphasized that roadblocks be removed to correcting problems. Mr. Potts discussed BMNT's weekly superintendent report-outs that focus on safety issues and any accidents that occurred.
- Mr. Kupka also reported on a 5-year EIR and CIR trends, which showed an overall downward trend. The EIR showed a 29% reduction, while the CIR showed an 8% reduction.

- Will Martin from RISK noted an uptick recently in intoxicated customer injuries.
- Mr. Sarles directed SAFE, Marketing and Operations groups to work together to develop a strategy to reduce intoxicated customer injuries.
- Mr. Kupka next reported out on a data request from November, comparing EIR and collision rates for BTRA divisions as they relate to the Superintendent changes that took place in August 2013. He noted that there was no significant change in collision rate, but there was a noticeable reduction in EIR for some divisions, but that downward trend did not continue beyond the first three months.

V. **Incident Issues:**

A. **Rail: Rail Incidents:** Rodrigo Bitar, Clay Bunting (TRST-STRC) and David Newman (SMNT) reported on three significant rail incidents.

- I. **PM 56 Made contact with Hand Railing:** *Friday, November 22, 2014, 0330 hrs.* PM 56 was operating eastbound toward West Falls Station on Track#1 to drop off TRST personnel during K line shutdown operations, when the battery door made contact with the safety walk hand railing at CM K1-630+00. Equipment Operator stated that the battery door was being held closed with a bungee cord hook. After investigation, it was determined that the battery doors were not secured in a consistent manner. In response, all PMs were retrofitted with a locking mechanism that will be inspected by CMNT during maintenance.
- II. **RWP Violations: J02 (south of Van Dorn) – 11/22 and C11 (Potomac Yard):** *Saturday, November 22, 2014, approximately 2218 hours.* ROCC granted permission for foul time to ATC group from track #1 CM J1 732+00 (TRST RWIC controlled work area) to track #2 CM J2 732+00 (ROCC controlled and single track area) to exit roadway. ATC was briefed at Van Dorn Street station platform by RWIC #626 prior to work commencing. However, RWIC states that he was unaware that ATC was working in his work area and did not give permission to ATC to enter work area. Mr. Bunting reported that efforts are underway to enhance communications between work crews from different divisions. Emphasis needs to be placed on confirming movements with all stakeholders prior to moving. *Sunday November 30, 2014, approximately 0314 hours.* Two (2) POWR employees entered the Roadway without permission from ROCC. POWR unit 1078 stated that he keyed his radio to request permission to enter the roadway but could not confirm that he received permission. ROCC informed MOC supervisor that they had not been contacted by power personnel and no one was given permission to enter the roadway. The investigation revealed that a junior mechanic was given responsibility for making radio calls for foul time. The senior mechanic did not observe the radio calls or confirm that permission was given, resulting in a miscommunication. As a corrective action, SMNT is adding unscheduled audits of work crews to ensure proper procedures are followed. In addition, communications were sent to all SMNT personnel reminding them to pay close attention to all RWP procedures.
- III. **4K Series Door Opening Event:** A customer reported that while in motion at Metro Center, one door leaf opened and then closed again. It was reported when the person arrived at Silver Spring station. SAFE, CENV, and CMNT worked collaboratively to find the reported train, identify the cause and resolve the issue. It was determined that the door lost power and required a retrofit to fix

the issue. The retrofit is being applied to all 4K rail cars and is 90% complete at this time. More information will be presented at the next meeting.

B. Bus: Bus Incidents: Robert Potts reported on one significant bus accident.

- I. **Bus Accident:** On November 24, Metrobus #6335 was traveling northbound on Martin Luther King Ave. @ Stanton Rd., SE, Washington, DC. A burgundy Suburban (Chevrolet) SUV was traveling southbound on Martin Luther King Ave. attempting to make a left turn onto Stanton Rd. While Metrobus #6335 was traveling in the intersection, the burgundy Suburban (Chevrolet) SUV made a left turn in front of the Metrobus #6335, struck the right front corner bumper, and left the scene of the accident. DriveCam did not trigger and the DVR was unrecoverable. The operator was hired in 2004. Mr. Potts reviewed the conditions where the DriveCam recording is activated and noted that not all collisions result in enough force to activate DriveCam.

C. MetroAccess: Christian Kent reported on one MetroAccess accident.

- I. **Pedestrian Accident (Revenue Service):** MetroAccess vehicle #4719 was traveling southbound on 800 Quince Orchard Blvd, Gaithersburg, MD in the second lane. The pedestrian had alighted a Ride-On Bus. The pedestrian walked from behind the rear of the Ride-On in front of MetroAccess vehicle #4719 and was struck. There were two (2) customers aboard MetroAccess vehicle #4719 at the time of the accident. The pedestrian, a thirteen year-old male, was transported to Shady Grove Hospital with non-life threatening injuries. DriveCam was not triggered in this event.

VI. Environmental Updates: Carla Grano provided an update of actions and inspections since the November meeting.

A. Inspections:

- I. The Maryland Department of the Environment notified SAFE that it will perform a 6H inspection at the Carmen Turner Facility and the Landover Bus Division on December 17. A 6H inspection reviews operation and compliance certification of paint booths at the facility. Because the paint booth at Landover is under construction, a compliance inspection will not be performed at this location. SAFE is working with the paint shops at CTF to prepare for the inspection.

B. Spills:

- I. Since the ESC last met, there have been approximately 15 minor spills on the roadways and at our facilities. None resulted in a release to the storm sewer system. Several of the spills were reported to the Maryland Department of the Environment.

VII. Escalated Items:

- A. Landover Division Parking Lot Ponding:** Mr. Bitar reported on work completed at three locations in the Parking Lot to improve drainage.

VIII. Hazard Reports:

- A. Radio Communications:** Robert Troup reported that T-band relocation closeout is taking place. No other significant reports occurred since the last meeting.

IX. Safety Programs:

- A.** Chad Krukowski provided an update on Safety Training. Eighteen classes were held with a total of 224 available seats, of which 146 were used (65%). Nine (9) employees registered for training but failed to show up for class. We trained an additional 96

employees in New Employee Orientation. We conducted 9 classes in the field and trained 69 employees. These classes included training for CMNT, ELES, SMNT, and COUN. The January calendar is available in hard copy and online. Many of our 2015 classes are posted for the entire year. In January, we will be offering an OSHA 30 Hour class for the first time. We are hosting the Bus System Safety TSI classes this week. There are 20 employees in attendance from SAFE, MTPD, BTRA, and BMNT. Six employees will earn there TSSP this week. That will make a total of 32 TSSPs awarded to WMATA employees in 2014 bringing our total to 81.

X. **Rail Safety Oversight:**

A. **Corrective Action Plans:** Darren McCoy reported that no additional CAPs were closed since the November meeting because the December capture meeting does not take place until December 18. Fifteen (15) CAPs are being submitted for closure at that meeting. As of December 12, WMATA's response to NTSB recommendation 08-4 (RWP) was reviewed and changed back to "Open/Acceptable." Part II of that recommendation includes use of technology for RWP. Two options are being evaluated: one is produced by Bombardier and the other is from ProTran.

XI. **Fire & Life Safety Update:**

A. **Fire & Life Safety Inspections:** Tom Jones reported that Inspections were completed at Archives-Navy Memorial on December 15, with fire alarm testing to be completed on December 16. Fire alarm testing was completed at Judiciary Square.

B. **Hot Work Permit Committee:** The final document is complete and is being circulated for signatures.

C. **Fire Alarm Assessment:** Station PA system integration with the Fire Alarm. COMM has 2-teams doing the modifications and are completing about 2 stations a week. As of 11/20/2014, 49 stations have been modified and successfully tested. Third-party monitoring contract to be issued for all non-rail station locations. The contractor has started work. We are hoping to have this completed by year-end. There has been some IT challenges. The plan now is to phase-in the facilities as they are equipped and ready for Third-Party monitoring.

I. The FLS (Fire Life Safety) code is to be added to COMM Work Orders as it relates to Fire Alarm system problems. FLS code is currently being used. Tunnel Fans have been added as additional critical assets to the FLS code for Work Orders.

II. **Bladensburg Fire Alarm System:** Old Heavy Overhaul Shop, the fire sprinkler system were not wired into building alarm system and not monitored. EMI and Scope of Work have been completed. COMM started work on 09/09/2014 - work still ongoing. Cable feed to the guard booth is complete. Two annunciator panels are being installed in guard booth and will be complete within a week.

III. **Landover Garage Fire.** A third party inspection is scheduled HVAC duct detector installations from the punch-list. COMM and CENI will perform a walkthrough after the work is complete. Once this is completed the system is expected to be turned over to COMM.

XII. **Other Business:**

A. **Hours of Service Compliance:** Mr. Dougherty reminded everyone that the Hours of Service Policy goes into effect on January 1, 2015. He advised everyone to become familiar with the associated dashboard.

- B. Bus Operator Assaults:** Jim Madaras reported that he did not receive responses to his requests for an update on reducing bus operator assaults. Chief Pavlik invited Mr. Madaras to attend any MetroStat meeting where crimes against employees are discussed. Chief Pavlik provided the dates of the next two meetings and noted that they occur every other week. Chief Pavlik also noted that their data indicated that the top two precipitating events for bus operator assaults are (1) arguments with the operator and (2) fare evasion.

Closing: Jim Dougherty adjourned the meeting at 12:21 p.m.

DRAFT

Attendees	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total [†]
GM/CEO	X	X	X	X	X	X	X	*	X	X	X	X	11
Chief Safety Officer	X	X	X	X	X	X	X	X	X	X	X	X	12
CHOS				X	X	X	X			X	X	X	7
Chief, MTPD	X	X	X	X	*	X	X	X	X	X	X	X	11
DGMO		X	X	X	*	X	X	X	X	X	*	X	9
CFO	*		X	X		X	X	X				X	6
Assistant GM, Bus	*	X	X	X	X	X	*	X	X	*	X	*	8
AGM, TIES	X	X	X	X	X	*	*	X	X	X	X	X	10
Managing Director, Rail Transportation	X	X	X	*	X	X	X	X	X	X	X	X	11
AGM, ACCS	X	*	X	X	X	X	*	X	X	*	X	X	9
Chief Human Resources Officer	X		X			X			X				4
General Counsel	*				*	X	X		X	*	X	X	5
OIG	X	X	*	X	X	X		X	X	X	X	X	10
AGM, IT	X	X	X	X	X	X	X	X	X	X	X	X	12
AGM, CSCM	X	*	*	*		*		*	X	X	*		3
Chief Performance Officer	X	X	X	X		X	*	X	*	X	X	X	9
Assistant Chief Safety Officer	*	X	X	X	X	X	X	X	X	X	X	X	11
Deputy Chief, Rail Safety	X	X	X	X	X	X	X	*	X	*	X	X	10
Deputy Chief, Bus Safety	*	X	X	X	X	X	X	X	X	X	X	*	10
Deputy Chief, Environmental	X	X	X	X	*	X	*	X	*	X	X	X	9
Deputy Chief, Corp QA	X	X	X	X	X	X		X	X	X	*	X	10
Deputy Chief, Occupational	X	X	X	X	*	X	*	X	X	X	X	X	10
TOC/DDOT	X	X	X	X	X	X	X	X	X	X	X	X	12
Union	X	X	X	X	X	X	X	X	X	X	X	X	12

*Represented by staff

[†]In-Person Attendance Count