

## Minutes

### RTA Audit, Safety Compliance and Real Estate Committee Meeting

10:15 a.m. February 6, 2018

**Present:** Moss (Chair), Clough, Dixon, Elkins, Lucas, McCall, Norton, Welo

**Not present:** Nardi, Serrano

Also Present: Anderson, Benford, Boyd, Burney, Calabrese, Castelucci, Catalusci, Caver, Cranford, Czeck, Dangelo, Feliciano, Fields, Garofoli, Gautam, Hampton, Jaszczak, Johnson, Kirchmeir, Kirkland, Lamb, Laule, Pierce, Raguz, Schipper, Scott, Scott, Shaffer, Sims, Sutula, Vukmanic, Wiehe, Zeller

Ms. Moss called the meeting to order at 10:15 a.m. The secretary called the roll and reported that four (4) committee members were present.

Dr. Flounsay Caver, deputy general manager of operations and Richard Czeck, director of safety, made the presentation. There has been several rail accidents around the country. This presentation was added today to give a snapshot of what staff is doing to enhance the safety of the system. Safety is the bedrock of our DNA. RTA's mission is to provide safe, reliable, clean and courteous public transportation services, with safe being purposely first. In order to execute the mission, there are many policies, procedures and plans and at the heart of the plans is the leadership and workforce that is committed to safety of the customers, public and co-workers. The epicenter of operation and safety culture is the Integrated Control Center (ICC). The ICC provides 24/7 supervision, emergency response and customer service. He previously led the group twice. Many customers don't get to see the back operation that's at the epicenter of our business. Channel 19 created a behind the scenes video highlighting the work of the professionals in this department. He played the video.

#### E-TRP and Rail Data (added to the agenda)

E-TRP is a program RTA has been working with along with Battelle, a research and development firm, for the last two years. Its main goal is to save lives through warning bus operators of potential collisions with pedestrians at crosswalks and in intersections. It's a 6-month pilot project from February to August 2018. It includes 24 RTA coaches across three downtown intersections. Joe added that a federal grant was received for this program to enhance safety and to be a leader in the nation. The federal government was here last week for the kick-off of the pilot. RTA is leading in the nation in terms of this program, where sensors are on the vehicles and fixed objects. It has vehicle to vehicle and vehicle to infrastructure monitoring. If this is successful, the goal is to encourage bus manufactures to make this a standard part of vehicles.

The three intersections that have the technology are at Rockwell and E. Roadway, E. 12<sup>th</sup> and Superior and E. 19<sup>th</sup> and Euclid. Technology is equipped to the 24 coaches, light polls and other infrastructure downtown. Within the last month, they've done integration testing to ensure the equipment was working properly. The first video will show a red signal on the screen warning of a man crossing the crosswalk while the bus has a green light. The operator waits for the pedestrian to clear the crosswalk. The yellow signal indicates that someone is crossing

behind the bus. The warnings disappear after the pedestrian clears the intersection. This makes the operator more aware and can ultimately save lives. The next video gives a warning signal when vehicles turn right in front of the coach, which is the highest accident incident. The testing with the operators gave feedback on the size and sound of the monitor and properly viewing outside of the bus. The volume for the alerts can be adjusted. The feedback from the operators has been positive.

#### Rail System Safety Program Plan (RSSPP)

The Board received the report last week. The plan shows how rail safety is ran. From 2015 through 2017, non-reportable investigations has decreased 43% since 2015. They tend to be infrastructure related. Rail reportable investigations, which is required to be reported to State Safety Oversight, has decreased 65% since 2015. This is a result of team work from Rail Operations, ICC, Engineering and Safety. The primary goal of the RSSPP is to plan, direct, design, construct, test and operate a rail system that obtains an optimum level of safety. Incidents have occurred around the country regarding safety at Amtrak, CTA in Chicago and Hoboken Terminal in New Jersey.

This plan allows the rail system to be correctly audited, ensure things are built and designed properly and that proper procedures are being followed. The program is required to be approved by the Board annually. It includes 21 sections that Safety audits over a 3-year time span. There is a triennial audit every three years. This audit will be completed September of this year. Safety audits every section except for Section 12 – Internal Safety Audit, which is audited by the RTA Internal Audit Department. Internal Audit can also be called upon to assist with various audits if there is a need.

Staff requests the Committee to recommend approval of the Rail System Safety Program Plan (RSSPP) to the Full Board. Ms. Moss asked the committee to review the program. It was moved by Rev. Lucas, seconded by Chief McCall and approved by unanimous vote to move this to the full Board meeting.

#### Internal Audit Quarterly Report

Tony Garofoli, director of internal audit, made the presentation. This is the 4<sup>th</sup> quarter report. Pages 3-4 is the Internal Audit Plan approved by the Committee of the Whole last February. Eighty percent of the plan has been completed. The 2018 Audit plan will be presented at the February 20, 2018 Board Meeting. The Executive Management Team needed more time to work out the initiatives. Pages 5-9 are eight projects completed during the quarter. Projects included.

- Employee Travel & Expense Reimbursements
- Customer Fare Collections
- Three contract audits of new vehicles the Authority is receiving
- Environmental Sustainability Management System – ISO 14001
- Petty Cash
- Tower City Customer Service Center

Pages 10-16 includes 16 projects in various stages of completion. They will report out after they are shared with management. Pages 17-21 are special request from management, Board and

others. They completed one special project on the Tuition Reimbursement Program. There are seven other requested projects in various stages. Page 22 includes the work of external auditors. The Auditor of State is on site currently. They will present the results of the Federal Single and Financial Audit to the Board in June. The FTA released a draft of the Title VI review with Sheryl King Benford and her staff. Management is preparing a response. The Department of Homeland Security completed a compliance review of a grant given to Transit Police. Management is waiting for the draft report to reply to.

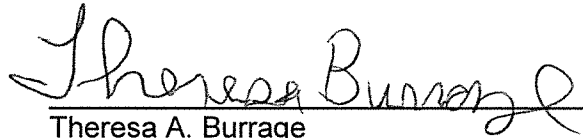
The rest of the report includes the status of outstanding follow-up, recommendations, training and task force participation. Ms. Moss asked if there is something they should draw attention to in the report. There were no issues that needed special attention.

Ms. Moss adjourned the meeting at 10:32 a.m.



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Joseph A. Calabrese, CEO  
General Manager/  
Secretary-Treasurer



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Theresa A. Burrage  
Executive Secretary

