

## Mountain Metropolitan Transit Safety Committee Agenda

Thursday, August 8<sup>th</sup>, 2024

2:00 p.m.

Transit Administration Building, Medium Conference Room

### I. Call to Order/Establish Voting Members

#### Voting

- Matt Heafner, management, Voting Member
- Kevin Bruce, management, Voting Member
- Melissa Chatman, management, Voting Member
- Salvador Pozos, management, Voting Member
- Sharon Clements, frontline, Voting Member
- Torrance Armstead, frontline, Voting Member
- Kim Hamm, frontline, Voting Member
- Petina Temati, frontline, Voting Member

#### Non-Voting/Guests

- Noah Harper, Guest
- Cory Jackson, Guest
- Jason Ellis, Guest
- Patricia Mayles, Guest
- Kojo Lewis, Guest
- Kelly Muirheid, Guest
- Chris Kaplan, Committee Secretary

### II. Approval of Agenda

*Action: Approve*

Mr. Heafner motioned to approve the agenda. Mr. Armstead seconded the motion. **The motion passed unanimously 8-0.**

### III. Approval of Minutes from July 11<sup>th</sup>, 2024, Meeting (Enclosure, Exhibit H)

*Action: Approve*

Ms. Clements motioned to approve the minutes. Mr. Pozos seconded the motion. **The motion passed unanimously 8-0.**

### IV. Urgent Business (Discussion)

Ms. Clements raised the no shirt/no shoes policy issue. Mr. Bruce referred her to item e., which is under New Business.

### V. Old Business

- a. PTASP Approval (Enclosure, Exhibit A)

*Action: Approval*

Mr. Bruce proposed that both membership cohorts markup the PTASP document with proposed changes by August 23, 2024. Ms. Clements motioned to defer the item to the September committee meeting. Mr. Heafner seconded the motion.

**The motion passed unanimously 8-0.**

- b. Agency Report on Items from July Safety Committee Meeting

*Action: Discussion*

Mr. Kaplan presented updates on items from the July committee meeting.

Mr. Armstead raised the issue of the unprotected left turn on Rt. 12 at Caramillo, and the separate issue of unprotected left turns while on detour generally. Mr. Bruce agreed to solicit input from the agency's Planning department on this matter. The item will be added to the September committee agenda.

## VI. Reports

- a. Monthly Safety Data (July and trends) (Enclosure, Exhibit F)

Mr. Kaplan presented an overview of the data and trends.

## VII. New Business

- a. Dispute Resolution Procedure

*Action: Discussion*

Mr. Bruce solicited suggestions for the dispute resolution process and asked that suggestions be offered by August 23<sup>rd</sup>, 2024.

- b. Review risk scoring matrix (Enclosure, Exhibit A)

*Action: Discussion*

An excerpt of page 13 of the 2024 draft PTASP (Exhibit A, pg. 13) displaying the current Risk Assessment Matrix was presented. Mr. Bruce presented Exhibit G, a proposed detailed risk assessment matrix which includes definitions of criteria for each tier of each component of the risk rating. Mr. Bruce proposed including the detailed risk assessment matrix in the revised PTASP for 2025.

- c. K-Bus Mobility Device Securement on Fixed Route

*Action: Discussion*

Mr. Bruce raised the topic and provided regulatory context. FTA regulations and the ADA Circular only differentiate between service modes, not between vehicle classes within a service mode. The committee informally agreed that further data analysis was required and that the item should be put through the formal risk assessment process.

- d. Incident Review & Risk Rating Discussion: Transit Worker Assault – Incident 111827, SSIR 07/25/24 (Enclosure, Exhibit D)

*Action: Discussion*

Exhibit D was presented. Referencing the Exhibit, Mr. Bruce noted that a 2024 U.S. Department of Transportation Volpe Center report specifically identified policy enforcement interactions as a potential condition for increased transit worker assaults. The committee did not recommend any additional mitigations for transit worker assaults, believing that the pending barriers will be sufficient.

- e. Hazard Risk Rating Review – Protruding Metal from Coach Walking Surfaces (Enclosure, Exhibit E)

*Action: Discussion*

Exhibit E was presented. Mr. Armstead motioned to recommend that the agency institute a “no shirt, no shoes, no service” policy. Ms. Hamm seconded the motion. Ms. Clements, Ms. Hamm, Mr. Armstead, Ms. Tamati, and Ms. Chatman voted Aye. Mr. Bruce, Mr. Heafner, and Mr. Pozos voted Nay. **The motion passed 5-3.** Mr. Bruce agreed to prepare a memorandum to the Accountable Executive capturing the committee’s recommendation on this matter.

VIII. Next Meeting Topics

Mr. Bruce solicited topics for the next meeting from committee members and asked that proposed items be offered by the Friday before a meeting to afford the agency sufficient time to investigate and prepare data packets.

IX. Adjourn

Mr. Armstead motioned to adjourn. Ms. Clements seconded. **The motion passed unanimously 8-0.**

*Enclosures:*

1. Exhibit A – 2024 Draft Public Transportation Agency Safety Plan
2. Exhibit B – 49 CFR 673 with April 2024 Changes Markup
3. Exhibit C – Special Data Request Report from July 2024 Meeting
4. Exhibit D – Transit Worker Assault Risk Analysis Packet
5. Exhibit E – Hazard Risk Rating Review Packet - Potential for Protrusions from Walking Surfaces to Cause Injury to Unshod Feet
6. Exhibit F – Safety Event Data July 2024
7. Exhibit G – Proposed Detailed Risk Assessment Matrix with Criteria Definitions
8. Exhibit H – July 2024 Safety Committee Minutes (approved)