

## Mountain Metropolitan Transit Safety Committee Agenda

Thursday, July 11<sup>th</sup>, 2024

2:00 p.m.

Transit Administration Building, Medium Conference Room

- I. Call to Order/Establish Voting Members
  - Management
    - Kevin Bruce, Voting
    - Melissa Chatman, Voting
    - Matt Heafner, Voting
    - Laura Zapien, Non-Voting
    - Jessica Abbas, Voting
    - Rich VanWinkle, (Initially attended as a Non-Voting Alternate. Stepped in as a Voting Member when Mr. Heafner departed the meeting early.)
  - Frontline
    - Karlus Dobbin, Voting
    - Margie Sullivant, Voting
    - Petina Tamati, Voting
    - Torrance Armstead, Voting
    - Kim Hamm, Non-Voting (Initially attended as a Voting Member. Recorded herein as Non-Voting due to PTASP provision of 4/4 membership. Proposed change to composition noted per previous minutes.)
  - Guests and Other Attendees
    - Chris Kaplan, Secretary of the Committee, Non-Voting
    - John Jimenez, Fleet Program Coordinator, Non-Voting
    - Ben Lloyd, Asset Supervisor, Non-Voting
    - Noah Harper, Union Secretary, Non-Voting

***NOTE:*** Mr. VanWinkle and Ms. Hamm were recorded as non-voting guests in the official minutes, despite verbally stating their attendance as voting representatives. This was to preserve the committee composition stipulated in the Agency Safety Plan (four management representatives and four frontline representatives). Mr. Heafner had a conflicting commitment and departed the meeting at 16:00, with the consent of Mr. Bruce. A quorum was still present even with Mr. Heafner's departure, as Mr. VanWinkle changed status from Non-Voting Alternate to Voting Member.

- II. Approval of Agenda
  - Action: Approve*
  - Ms. Sullivant motioned to approve the agenda. Ms. Abbas seconded. **The motion passed 8-0.**
- III. Approval of Minutes from June 13<sup>th</sup>, 2024, Meeting (Enclosure)

*Action: Approve*

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

IV. Urgent Business (Discussion)

No urgent business was presented.

V. New Business

a. Bus Maintenance and Safety Regulations (Discussion)

Ms. Sullivant presented copies of 49 Code of Federal Regulations (CFR) 396.3 along with a packet of various materials (included with these minutes as Exhibit A) pertaining to various fleet safety concerns. Mr. Bruce reiterated the need for specifics and details and agreed to enter into discussion of the various safety concerns so that information could be researched for future committee consideration.

Several safety concerns were presented via general discussion, with some solutions informally proposed. Mr. Bruce and Mr. Kaplan agreed to conduct necessary research to present comprehensive packets for each issue at the next meeting so that the committee could formally decide on recommended mitigations and policy changes.

Operator Seats

- Mr. Bruce emphasized the need to formally decide specific recommendations for this issue. Mr. Armstead suggested that any proposed changes to a coach be tested in a closed environment before the change is implemented. General discussion occurred as to the programming of seat replacements at certain points during a coach's service life.

Inoperable Back Doors

- Ms. Abbas announced that Transdev Radio Dispatch would immediately pull from service any coach whose back doors could not be returned to service by the execution of field service actions.

ADA Ramps

- A general discussion occurred regarding operational responses to inoperable ADA ramps in the context of applicable legal requirements for this component of the coach.

Bus Dies on Route

- A general discussion occurred regarding operational responses to coaches that experience unknown mechanical failures while on route. The frontline committee members suggested the need to discuss how many times an operator shall perform operator-level field service functions for the same issue before the coach is exchanged from service and returned to maintenance.

Operating Environment Noise Levels

- Environmental noise thresholds were quoted from the applicable CFR subsection. There was a general consensus as to the need to test the total decibel levels aboard coaches while in service to determine if noise mitigations are necessary.

#### Tire Tread Levels

- A general discussion as to tread depth issues occurred. There was a general consensus that it is the operator's responsibility as the responsible CDL operator not to operate the coach if its equipped tires do not meet the applicable tread depth requirements within applicable regulations.

#### b. Bus Safety Concerns (Discussion)

This item was combined with the previous discussion item.

#### c. Bathrooms at the Downtown Terminal (Discussion)

Various committee members discussed the need for increased oversight and control of the public restrooms at the Downtown Terminal. Mr. Kaplan agreed to work with the security contractor to address these concerns.

### VI. Old Business

#### a. Committee Bylaws & Proposed Changes

*Action: Approval*

The frontline committee members presented proposed three changes to the bylaws: moving the meeting to Saturdays, increasing the meeting duration to two hours, and increasing the number of representatives to five for both frontline and management.

Mr. Bruce explained that increasing the number of representatives would require a change to the Agency Safety Plan (ASP), not the bylaws. The committee members acknowledged this explanation. Management representatives also announced that frontline committee members serving in a representative capacity would be compensated for their time attending the meeting. Upon hearing this announcement, the frontline members rescinded their request to move the meetings to Saturdays.

**No motion to approve the bylaws was presented.** The item was deferred to the August safety committee meeting.

#### b. Annual Update to Safety Plan

*Action: Approval*

Ms. Abbas motioned to approve the Plan. Mr. Heafner seconded the motion. The votes were split 4-4. **In the absence of a tiebreak mechanism, the motion does not pass.**

- c. Agency Report on Items from June Safety Committee Meeting  
*Action: Discussion*

VII. Reports

- a. Monthly Safety Data (June and trends)

Mr. Bruce presented the June safety data and trends and solicited input for comments or questions. Ms. Abbas requested more details on passenger falls.

Various members requested details on driver assaults. Ms. Sullivant requested information on how driver assaults are being broken down for reporting purposes. Mr. Kaplan agreed to provide more details.

Mr. Bruce solicited Mr. Jimenez for an update on driver barriers. Mr. Jimenez stated that two barrier models are being ordered for testing and driver feedback. The units were on a 16-week lead time as of June 2024. An exact ETA is unknown at present.

VIII. Next Meeting Topics

Mr. Heafner departed the meeting at approximately 16:00 PM. The quorum was then reduced to four management representatives and four frontline representatives. A quorum was still present.

IX. Adjourn

Mr. Dobbin motioned to adjourn. Ms. Sullivant seconded. **The vote passed 8-0.**