

## Mountain Metropolitan Transit Safety Committee Agenda

Thursday, June 13<sup>th</sup>, 2024

2:00 p.m.

Transit Administration Building, Large Conference Room

- I. Call to Order/Establish Voting Members
  - Sharon Clements, voting frontline representative
  - Torrance Armstead, voting frontline representative
  - Petina Tamati, voting frontline representative
  - Kim Hamm, voting frontline representative
  - Rich Van Winkle, voting management representative
  - Kevin Bruce, voting management representative
  - Laura Zapien, voting management representative
  - Jessica Abbas, voting management representative
  - Matt Heafner, non-voting guest
  - Noah Harper, non-voting guest

**A quorum was presented and recorded.**
- II. Approval of Agenda
  - Action: Approve*
  - Mrs. Zapien motioned to approve. Mr. Bruce seconded. **Motion passed 8-0.**
- III. Approval of Minutes from April 11<sup>th</sup>, 2024, Meeting (Enclosure)
  - Action: Approve*
  - Ms. Clements motioned to approve. Mrs. Zapien seconded. **Motion passed 8-0.**
- IV. Urgent Business (Discussion)
  - a. Masabi JRV Update
    - Mr. Kaplan provided an update on the field service visit of mobile ticket validators that was completed this week.
- V. New Business
  - a. 1190 Transit Dr. – Building Security and Card Readers Malfunction
    - Action: Discussion*
    - Mr. Kaplan presented general updates as to the status of various repairs and complaints regarding 1190 Transit’s physical security, including exterior gates, personnel doors, and badge readers. Committee members reported additional and existing concerns regarding the facility, all of which were recorded by Mr. Kaplan and communicated to Transit Facilities.

b. Unprotected Left Turns

*Action: Discussion*

Mr. Armstead presented a concern regarding the left turn on northbound Union Blvd. at E Caramillo St. Mr. Kaplan agreed to discuss the turn with Transit Operations and Planning staff and to examine any incident reports associated with the intersection in question.

c. Downtown Terminal Bathrooms

*Action: Discussion*

Committee members reiterated the issues with ensuring the Terminal restrooms are unlocked timely. The management representatives collectively agreed to address the issue.

d. Bathroom Protocol for Route 35 (RE: PPSC closed)

*Action: Discussion*

Mr. Armstead presented a situation regarding a driver request for bathroom relief or guidance for Route 35 at PPSC, due to PPSC's closure. Mrs. Zapien agreed to address the situation with the specific dispatch supervisor in question.

e. Interorganizational Communication – City, Transdev, Union

*Action: Discussion*

Ms. Clements presented a request for the Union to receive safety and security incident reporting summary details, for general record and safety advocacy purposes. Mr. Kaplan agreed to investigate options for fulfilling this request, potentially including a revised report structure for the Safety Committee and a periodic blotter, rollup, or newsletter. Mr. Kaplan will provide updates on this request in a future meeting.

VI. Old Business

a. Items from May Safety Committee Meeting

Mr. Kaplan and Mr. Bruce provided updates on the following items from the May meeting:

- PPSC Lighting – Service call in progress.
- Voyager Lighting – Capital project planned to install site lighting.
- Bus Stop Lighting – Transit Facilities is investigating and vetting options.
- Terminal Restrooms Door Handles – Work order requested.
- Odors in Restrooms – Transit Facilities is addressing.
- Biohazards on Buses – A general discussion and reiteration of Transdev standard operating procedures was conducted.
- Substance use events at stops – Dispatch or MMT staff can place calls to CSPD as necessary.
- 10 code stickers – Maintenance and Fixed Route staff will keep an eye out for the stickers and ensure they are removed or not visible to the public.

- Driver-Passenger Conflicts – Mrs. Zapien and Ms. Abbas presented general information as to ongoing training efforts and options that are available to operators in public spaces at the operations facility.
- Union/Austin Bluffs Signal Duration – MMT has inquired with the Department of Public Works as to whether the signal duration can be adjusted.
- Contingency Bus Cleanliness – Mrs. Zapien agreed to continue monitoring and addressing this issue.
- Bloodborne Pathogen Training – Mr. Bruce confirmed with Mrs. Zapien and Ms. Abbas that this procedure and associated plans are extant, and that training is offered during onboarding. Ms. Abbas reiterated the importance of drivers attending refresher training sessions.

b. Committee Bylaws

*Action: Approve*

Mr. Bruce motioned to vote on approval of the bylaws. Mrs. Zapien seconded. Mr. Bruce and Mr. Van Winkle voted aye; Ms. Clements, Mr. Armstead, Ms. Tamati, Ms. Hamm, Mrs. Zapien, and Ms. Abbas voted nay. **The motion did not pass, 2-6.**

c. Annual Update to Safety Plan

*Action: Approve*

Mr. Bruce motioned to vote on approval of the Safety Plan. Ms. Abbas seconded. Mrs. Zapien, Mr. Van Winkle, Ms. Abbas, and Mr. Bruce voted aye. Ms. Clements, Mr. Armstead, Ms. Tamati, and Ms. Hamm voted nay. Since the Committee's bylaws are not currently adopted and there is no formal method for deciding a tie, **the vote was split 4-4, and the motion did not pass.**

VII. Reports

a. Monthly Safety Data (May and trends)

The data was presented and discussed. Mr Kaplan reiterated that he is continuing to revise and improve the reporting format and structure.

b. Driver Barrier & Seats Update

Mr. Kaplan stated that two sample barrier systems (one assembly of each type) are on order and will be installed onto coaches for live testing and operation. Mr. Kaplan provided an update on the status of the problematic driver seat assemblies.

VIII. Next Meeting Topics

No topics were proposed.

IX. Adjourn

**Mr. Bruce motioned to adjourn. Ms. Clements seconded. Motion passed 8-0.**

