



Massachusetts Bay Transportation Authority

FTA Safety Management Inspection Update

MBTA Board of Directors Meeting

March 28, 2024

Meredith Sandberg, Chief of Quality, Compliance & Oversight



Employees contribute to our Safety Environment

T Local Safety Committee Meeting Minutes

T Modal Safety Committee Meeting Agenda

Date	Committee	BARC
1/11/2024	BARC	
12:30 PM - 2:00 PM	Facilitator	Ryan Landry
Microsoft Teams	Minutes Taker	Jesse Sannicandro

- Call to Order & Introductions
- Ongoing Items
 - Review Open Action Items (See Safety Concerns Log, attached)
 - Provide Update
 - Follow-up items from previous meeting
 - Review of safety concerns from Local Safety Committees that required escalation
- New Items

Formalizing Local Safety Committee Structure

SAFETY FLASH REPORTING ISSUES

SAFETY HOTLINE VS MAINTENANCE CONTROL CENTER

Employee Reporting at the MBTA

The MBTA has many employee reporting options that provide employees with guidance for voluntarily reporting issues in a nonpunitive environment with the goal of reducing and preventing hazards at the MBTA. **Not all issues belong with the Safety Hotline.** Understanding where to report - The Operations Control Center, Maintenance Control Center, or the Safety Hotline - is critical to the T's ability to respond and mitigate a situation. MBTA employees must understand why, when, and how to use the Authority's reporting methods.

Who can report an issue?
All employees in the agency including contractors.

How can I report?

- The following slides will detail where to report major employee issues at the MBTA.
- Employees may also reference MBTA Safety's #24-01 Toolbox Talk - Employee Reporting Methods for an in-depth look at all of the reporting options available.

Scan Here For QR Code

All MBTA Safety Toolbox Talks

Reporting additional safety concerns or events through the Safety Hotline or OCC

Establishment Date

RAMP Worker Group Size, Committee & Departmental Representation

Individual RAMP members will consist of and be led by Florida personnel from the following:

1. Engineering & Maintenance (E&M)
2. Transportation - Bus
3. Transportation - Rail
4. Vehicle Maintenance (VM)

Continued, the RAMPs are a regular business process focused on:

- Identifying Florida Railroads on the ability of meeting rules, compliance approaches, and improving existing safety rule review processes.
- Training and providing information regarding compliance approaches such as audits, use of checklists and guidelines, campaigns, and training to improve compliance.
- Providing regular reports on how rules compliance is defined and monitored at the business level, and how the MBTA can improve upon current practices.
- Identifying and create analysis action planning, rule changes and process improvement efforts.

The RAMP meetings will incorporate Safety Rules Compliance Program (SRCP) discussions, need identification and all have a working relationship to the Rules Review Working Group (RRWG) who are responsible for reviewing, writing, and improving their developing compliance strategies based on SRCP data.

RAMP Worker Group Size, Committee & Departmental Representation

Individual RAMP membership composition will vary from month to month based on who volunteers, but will always, at a minimum, include one committee member for each department: E&M, OCC, Transportation, and VM. There is no limit on how many eligible volunteers can participate. The dedicated members will have established riding rights regarding proposed actions to address any compliance needs that require action. RAMPs will provide an opportunity for Florida to be included in the communications regarding compliance approaches, rule review analysis, and proposed changes to rules, policies, and procedures, to increase compliance. RAMPs Florida will aim to include the following individuals in their RAMPs:

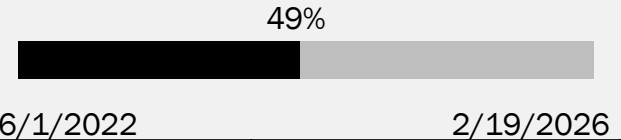
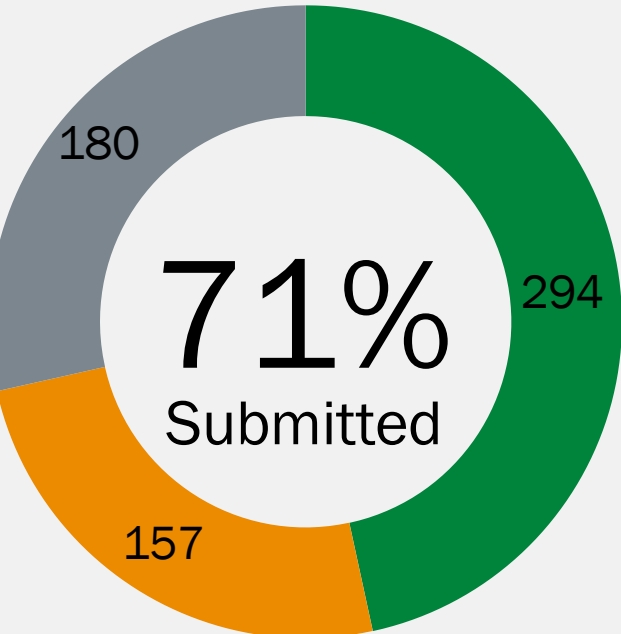
- Safety Management
- Safety Rule Interpretation
- Vehicle Maintenance expertise
- Car Driver
- Rail worker
- System representation
- Signal Maintenance
- Florida rule personnel

Providing feedback about rules and operating environment

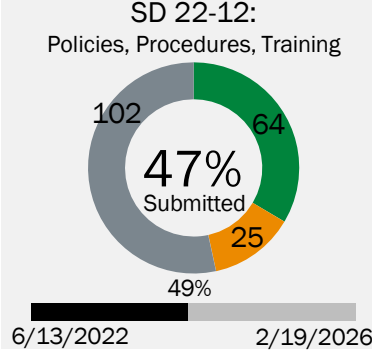
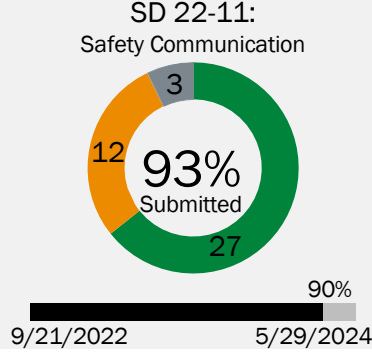
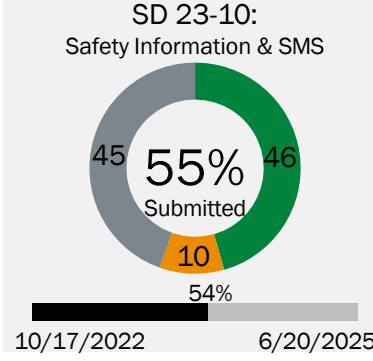
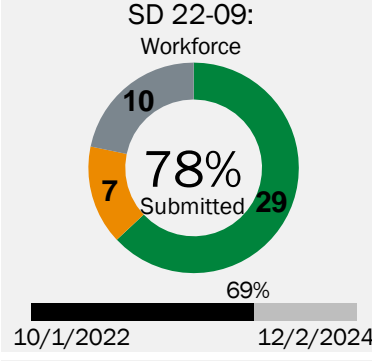
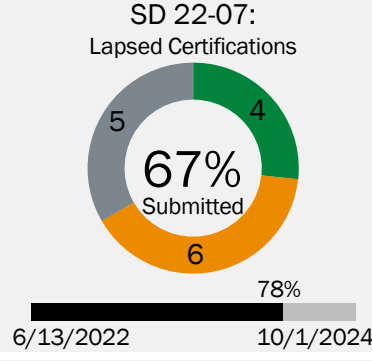
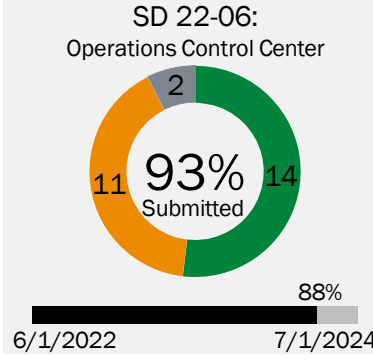
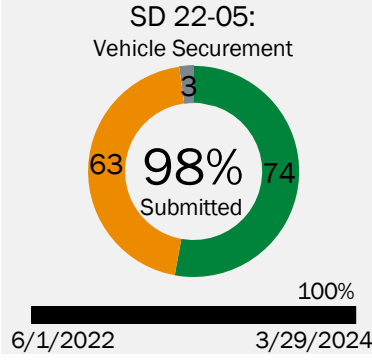
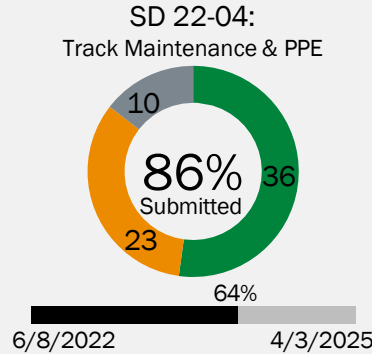


FTA SMI Response Progress Summary

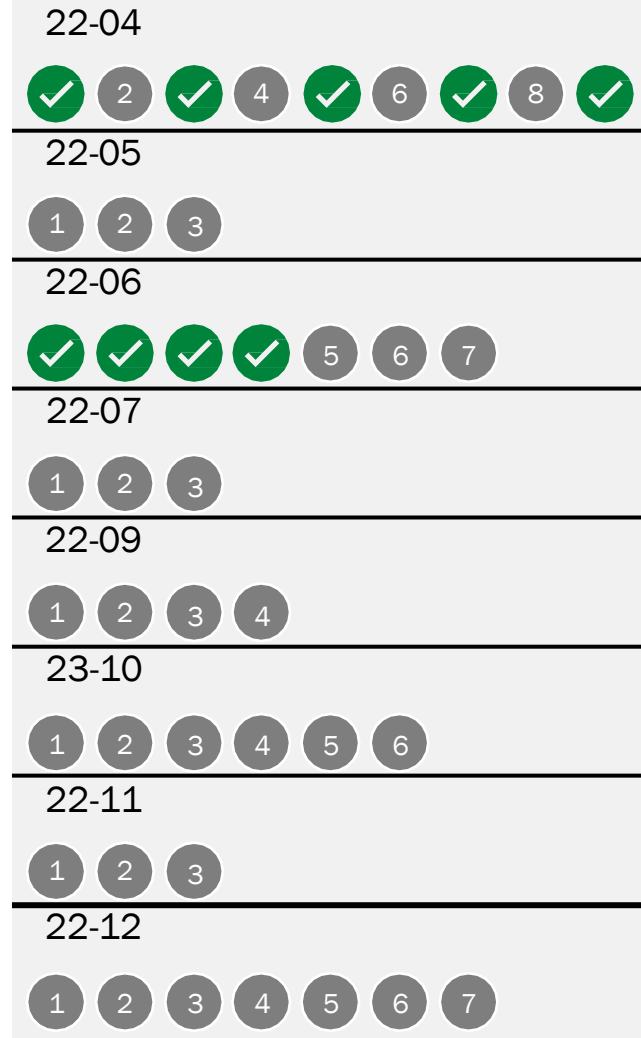
Overall CAP Progress¹



Overall Findings	Total	42
	Closed	9
	Ongoing	33



Overall Finding Progress



✓ Finding Closed

¹. Total of 631 actionable items; inclusive of updated 23-10 & 23-12 CAPs, does not include IAL items

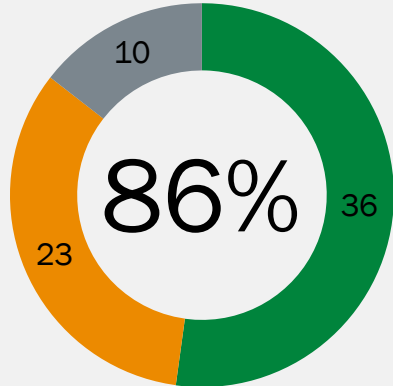


Questions?

Appendix



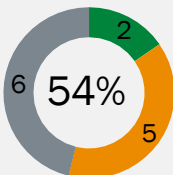
SD 22-4: Track Maintenance & PPE



SD 04.CAP 1



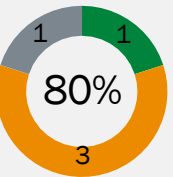
SD 04.CAP 4



SD 04.CAP 7



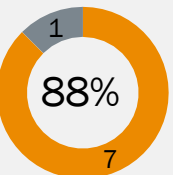
SD 04.CAP 2



SD 04.CAP 5



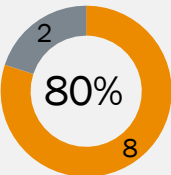
SD 04.CAP 8



SD 04.CAP 3



SD 04.CAP 6



SD 04.CAP 9



64%

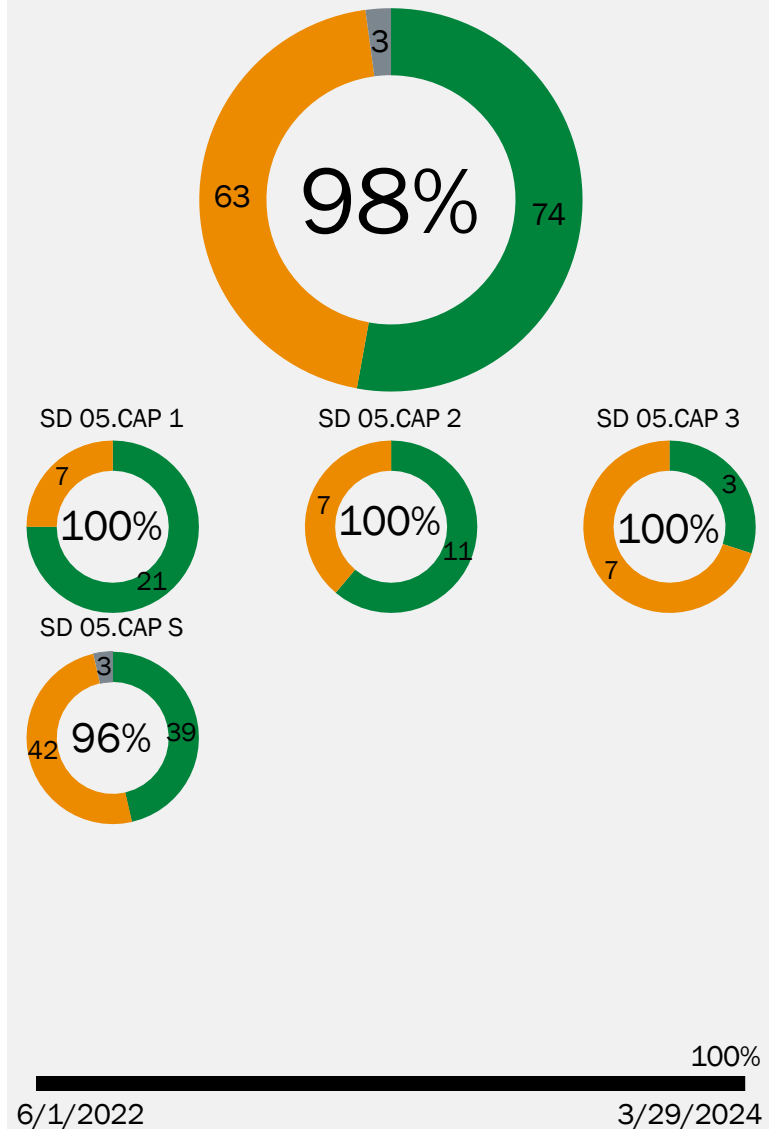
6/8/2022

4/3/2025

- ✓ F1: Published updated Rulebook for Operations Employees incorporating PPE requirements – CAP CLOSED
- F2: Reporting against our PPE compliance program on a monthly basis – all action items completed
- ✓ F3: Raised Tufts Curve Speed Restriction after completing Cologne Egg replacement – CAP CLOSED
- F4: Developed schedule for ROW Access for MOW – Track Improvement Program (TIP) – relief approved for remaining action items on 2/21/24
- ✓ F5: Submitted budget requests for MOW equipment and resource needs – CAP CLOSED 12/22/23
- F6: Developed Capital Funding Request & Plan for Accelerated Implementation of EAM – Trapeze demo for FTA planned for April on site
- ✓ F7: Developed and Implemented New Weekly Track Conditions Report for Executives – CAP Closed 2/9/24
- F8: Updated SMRP to account for removed speed restrictions, submitted SMRP metrics to FTA for our quarterly update 12/29/23
- ✓ F9: Restored Green Line Work Train to Working Order – CAP CLOSED



SD 22-5: Vehicle Securement

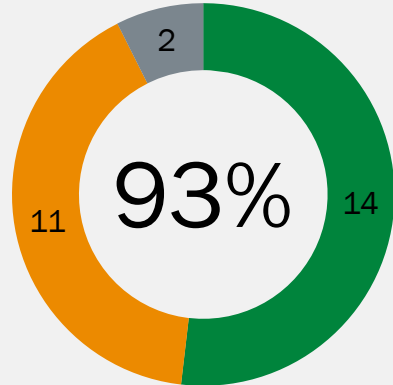


- F1: Procedures for Safe Movements of Rail Vehicles– all action items completed, in FTA verification
- F2: Training for SMRV Procedures – all action items completed, in FTA verification
- F3: Implemented Compliance Program for Safe Movement, all action items completed, in FTA verification
- Supplemental: Chain of Custody work plan underway



SD 22-6: Operations Control Center

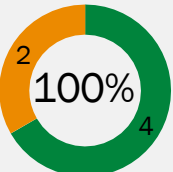
- ✓ F1: Ensured that staff working in OCC are certified – FINDING CLOSED
- ✓ F2: Established policies to ensure OCC staff have sufficient time off between shifts – FINDING CLOSED
- ✓ F3: Established Operating Procedures to Ensure No Staff Performing Dual Roles – FINDING CLOSED
- ✓ F4: Ensured 100% Compliance with Work Hour Restrictions – CAP CLOSED
- F5: Staffed to 27 RTL Dispatchers Including Supplemental Resources - all action items completed, under FTA verification
- F6: Implementing plan to make OCC role more attractive (OCC renovation in design phase) – Held PDG meeting for design & construction of new OCC room.
- F7: Submitted Plan for Formal tracking and notification system – currently working through operationalizing the system.



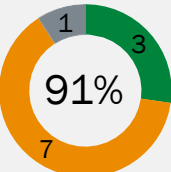
SD 06.CAP 4



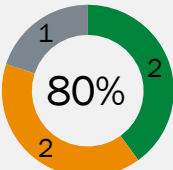
SD 06.CAP 5



SD 06.CAP 6



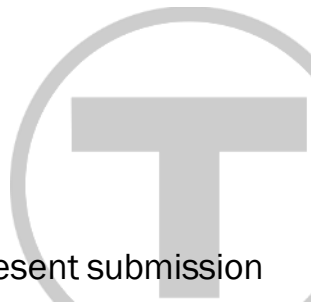
SD 06.CAP 7



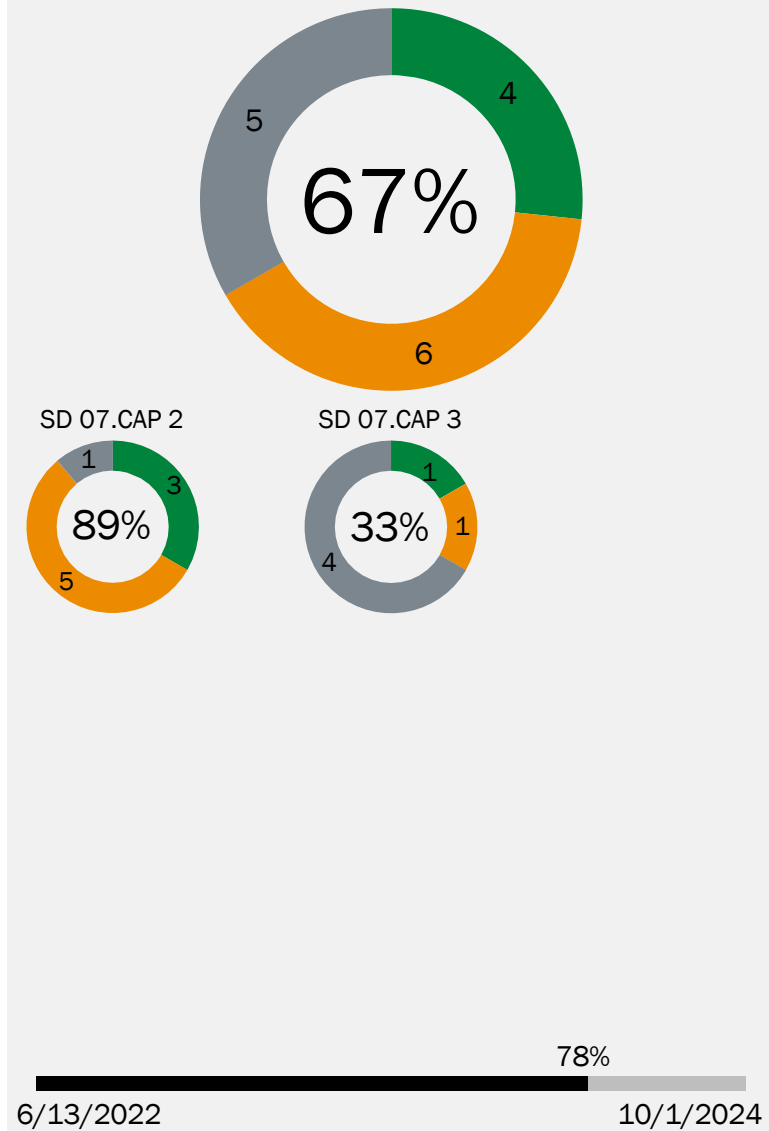
88%

6/1/2022

7/1/2024



SD 22-7: Lapsed Certification Process



- F1: Ensured 100% of Operating Personnel Are Current in Certifications – Finding Closure Requested
- F2: Ensured 100% of Operating Personnel Are Current in Certifications - Submitted Special Order revision
- F3: Ensured 100% of Operating Personnel Are Current in Certifications; Designing and Implementing Certification Management Procedures - dashboard went live 2/1/24



Submissions Accepted

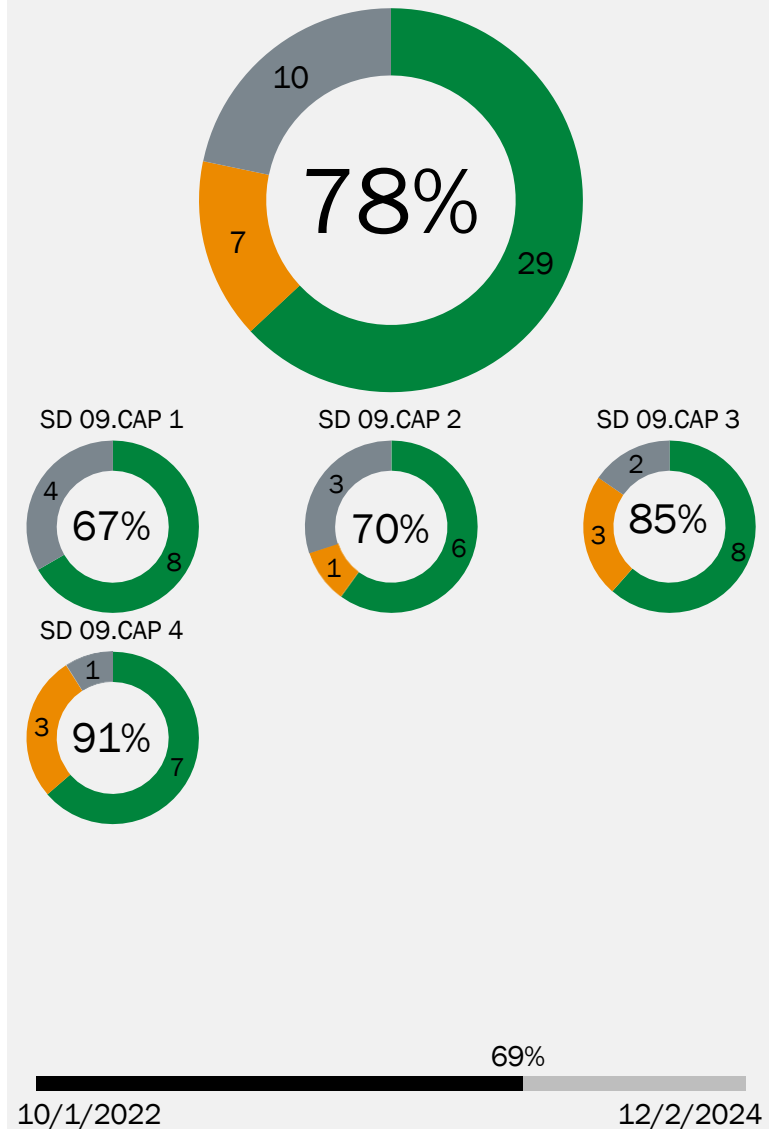
Under FTA Review

Resubmittal Required

Not Yet Submitted

SD 22-9: Workforce

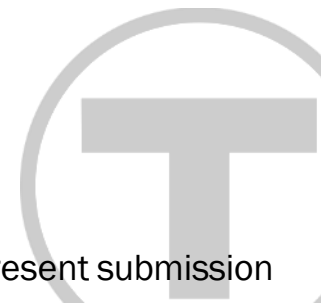
- F1: Workforce Assessment: Submitted SRA and WFA modeling workforce needs for Safety Division.
- F2: Hiring Plan: Conducted an industry scan of transit agency recruitment, hiring, and retention practices which will inform potential practices that a transportation agency may choose to implement in efforts to mitigate workforce challenges
- F3: Updated Safety Certification policy for identified gaps, developing training on new policy
- F4: Submitted Gap Analysis for Contractor Oversight



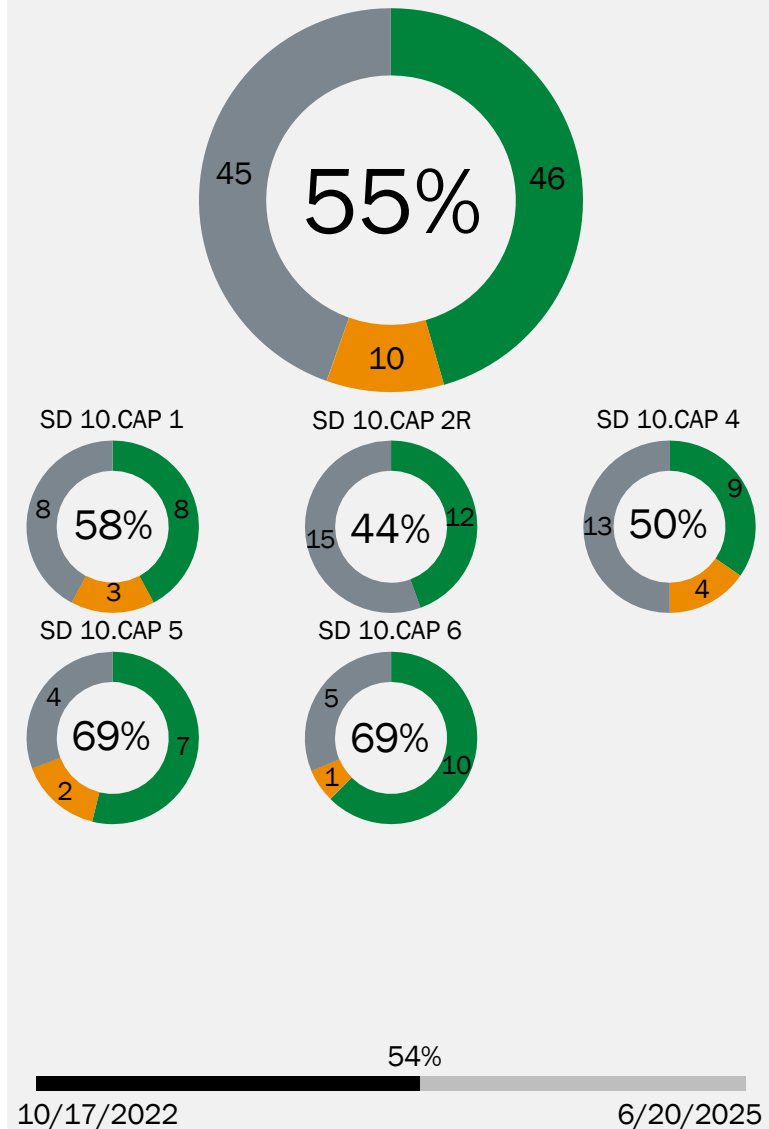
Data as of: March 17, 2024

Draft for Discussion & Policy Purposes Only

Note: Percentages in charts represent submission



SD 23-10: Safety Information & SMS

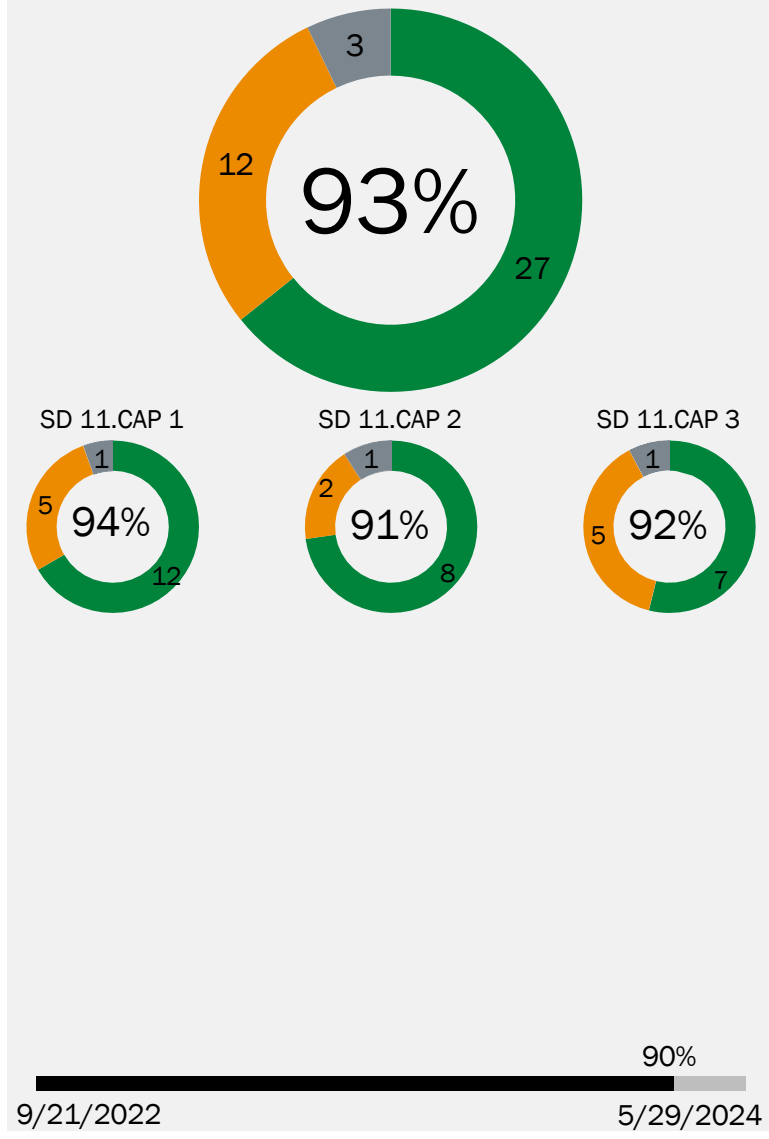


- F1: FTA accepted SMS Gap analysis, developing implementation plan to close gaps
- F2/F3: Assessed responsible parties for risk acceptance
- F4: Developed plan to completed backlog of reports
- F5: Developed Risk Assessment Schedule
- F6: Evaluating Safety Data products
- Completed Safety Department Staffing Analysis and submitting weekly hiring updates to FTA, completed Strategic Hiring Plan

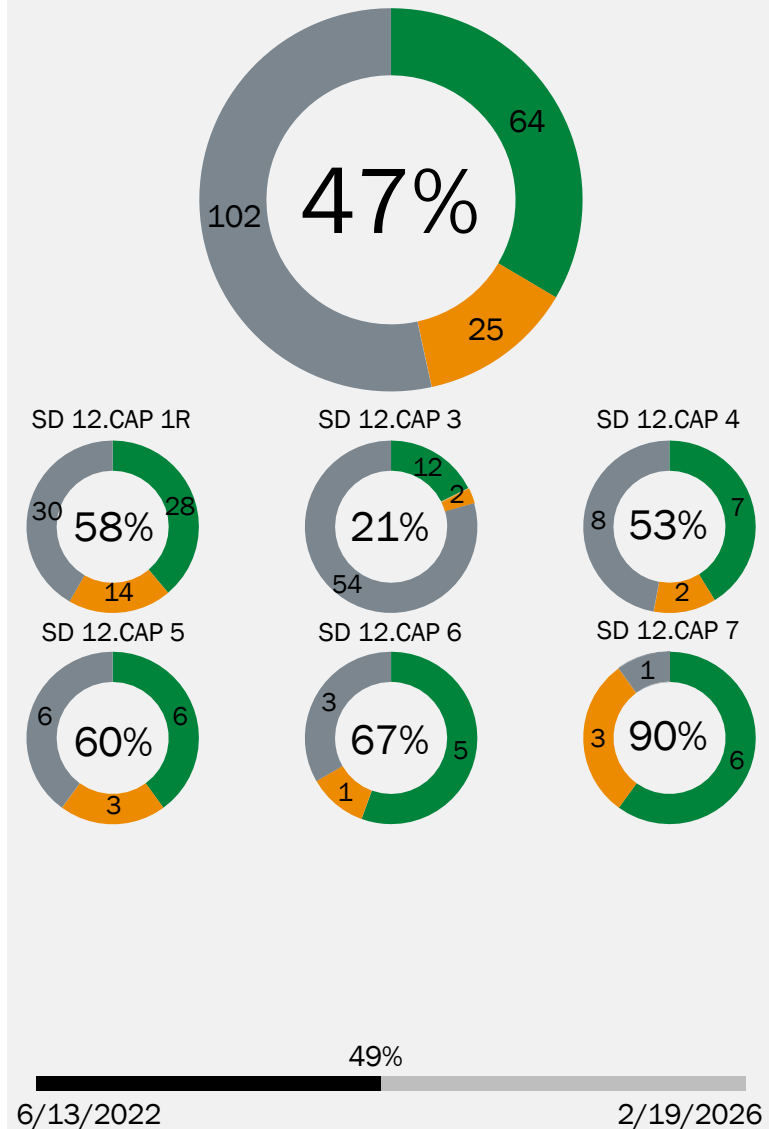


SD 22-11: Safety Communication

- F1: All action items completed, under FTA verification
- F2: All action items completed, under FTA verification
- F3: All action items completed, under FTA verification



SD 22-12: Policies, Procedures & Training



- F1/F2: Developed thematic areas for Compliance
- F3: Began assessing Quality procedures for VM & VE
- F4: Developed Recommendations for Centralized Training Governance
- F5: Developed plan for digitization for PMIs for E&M and VM
- F6: Evaluated program design for Rail Ops mentorship
- F7: Completed all action items, FTA verified quarterly Radio Weak Spots assessment.

