



Minutes

1315th Meeting of the Board of Directors February 15, 2007

Mr. Deegan called the meeting to order at 11:05 a.m. Present were:

Directors

Mr. Charles Deegan
Mr. Christopher Zimmerman
Mr. Jim Graham
Mr. Ray Briscuso
Mr. Dana Kauffman
Mr. Emeka Moneme

Alternate Directors

Mr. Marcell Solomon
Mr. William Euille
Mrs. Catherine Hudgins
Mr. Anthony Giancola

Staff

Mr. John Catoe, Jr.	Mr. James Hughes
Mr. Steven Feil	Ms. Debra Johnson
Mr. Raymond Feldmann	Ms. Carol O'Keeffe
Mr. Fred Goodine	Mr. Jack Requa
Mr. James Haggins	Ms. Cathy Smith
Ms. Polly Hanson	Mr. Edward Thomas
Mr. Adrian Hendricks	Ms. Sara Wilson

**Washington
Metropolitan Area
Transit Authority**

600 Fifth Street, NW
Washington, D.C. 20001
202/962-1234

*By Metrorail:
Judiciary Square-Red Line
Gallery Place-Chinatown
Red, Green and
Yellow Lines*

*A District of Columbia,
Maryland and Virginia
Transit Partnership*

Approval of Agenda:

Mr. Zimmerman moved, seconded by Mr. Kauffman, that the agenda be approved.
The agenda was approved as submitted.

Approval of Minutes:

The minutes of the January 25, 2007 meeting were approved as submitted.

Report by Riders' Advisory Council (RAC):

Mr. Snyder referred to the RAC report submitted to the Board. In particular, he discussed the safety initiative and cultural change required to achieve the safety goals. The RAC and Elderly and Disabled Committee recommend installation of the bumpy-dome tiles at all Metrorail platforms and a safety campaign to encourage customers to step back from approaching trains. Regarding the FY08 Budget, the RAC seeks assurance that the Authority's commitment to be as lean as possible prior to discussion of fare increases will not equate to service changes that reduce the quality of service that is provided or limit the ability to expand to growing regional demands.

Additionally, the RAC has established five subcommittees to include: Bus, Rail, Budget, Communication and Customer Service, and Personnel, Rules and Administration. A goal of the RAC is for each subcommittee chairperson to meet with a member of WMATA management at least once per month. WMATA staff has already begun meeting with the RAC.

Finally, Mr. Snyder announced the RAC's intention to conduct budget workshops to be held March 3 and 10, 2007 regardless of the need for Board public hearings.

Mr. Kauffman commented on the "Top 65 Initiatives" matrix provided to the Board by the RAC, requesting that dedicated funding be a higher priority for the Riders' Advisory Council.

Public Comment Period:

There were no speakers during the public comment period.

Report by Chair:

A. Remarks by New Board Chair

Mr. Deegan remarked about the number of recent leadership changes at the Authority to include new General Manager, John Catoe; new union leadership; a new RAC chair, Michael Snyder; in addition to new Board members Emeka Moneme and alternate Tony Giancola from the District of Columbia. These changes are an opportunity to refocus efforts and take advantage of new leadership to restore the Authority's image as *America's Transit System*.

Mr. Deegan further stated that, as a regional board and a regional agency, this year's focus will be on three key areas: safety, customer service and accountability. He expressed his support of John Catoe's vision to make Metro the safest transit

operation in the nation and confidence in the fact that the emphasis on system-wide safety will renew focus on safety on Metrobus, Metrorail and MetroAccess and in daily operations. Mr. Deegan acknowledged the responsibility of the Board of Directors and Metro managers to ensure the safety of employees.

Mr. Deegan strongly encouraged Metro Board members and staff to reach out to customers by riding the system and talking directly with customers. He vowed to ride the bus and rail system often to continually talk to customers and employees to find ways to improve the system. Making SmarTrip® cards easily accessible at more locations throughout the Washington region, and encouraging a move away from more costly paper fare cards will improve the experience of customers, as well as cut operating costs, improve the flow of traffic at Metro stations, and help limit Metrobus delays. Mr. Deegan further discussed additional payment methods for customers as well as updates to the communications policies that require a “must-answer” phone line in all Authority offices and daily voice mail “greeting” messages updates. Mr. Deegan then announced the establishment of an e-mail address, cdeegan@wmata.com, so that anyone can contact him directly with their ideas.

To address accountability, Mr. Deegan addressed the need for an Inspector General to be hired within the first 60 days of his chairmanship. He further stated that filling this position is critical to improving accountability and restoring the trust of our customers and funding partners. Additionally, better use of performance measures at WMATA can help managers and outsiders judge our progress.

Other areas to improve include concentration on development around our Metro stations, supporting Smart Growth and reducing automobile traffic by fixing our joint development program.

B. Administer Oath of Office to New Board Members

Mr. Deegan administered the Oath of Office to Messrs. Emeka C. Moneme and Anthony Giancola, both representing the District of Columbia.

C. Approval of Resolution for 2007 Board Procedures

Mr. Deegan referred the Board to the request to approve a resolution adopting the 2007 Board Procedures. Mr. Graham asked about the requirement for a quorum for Committees under the new procedures. Mr. Deegan responded that five Board members will constitute a quorum for Committee meetings. Mr. Zimmerman requested the location in the procedures denoting the quorum requirement. Staff responded that the requirement is on Page 6, Item D and on Page 9 of the red-lined copy.

Mr. Graham moved, seconded by Mr. Zimmerman, that the Board approve the resolution to adopt the 2007 Board Procedures. This motion was unanimously approved.

A copy of the approved Resolution (2007-05) has been made a part of the official file.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

D. Approval of 2007 Committee Assignments

Mr. Deegan referred the Board to the request to approve the 2007 Board Committee Assignments.

Mr. Kauffman moved, seconded by Mr. Briscuso, that the Board approve the 2007 Committee Assignments. This motion was unanimously approved.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

E. Approval of Resolution Honoring Gladys W. Mack

Mr. Deegan deferred to Mr. Graham to introduce the resolution honoring Gladys W. Mack. Mr. Graham referred the Board to the request to approve the resolution honoring Mrs. Gladys W. Mack. Mrs. Mack provided 23 years of dedicated service to the Board, faithfully representing the District of Columbia. Originally appointed to the Board in 1979 serving through June 1991, Mrs. Mack was reappointed to the Board in April 1995 and served through February 2007. As immediate past Chair of the Board, Mrs. Mack championed a number of critical Metrobus service improvements and enhancements, declaring 2006, "The Year of the Bus".

Mr. Graham moved, seconded by Mr. Zimmerman that the Board approve the resolution Honoring Mrs. Gladys W. Mack. This motion was unanimously approved.

Mr. Graham expressed the honor he felt serving with her for eight of the years she served on the Board. Mr. Kauffman requested that, as Mrs. Mack's particular contribution was with the people of Metro and furthering the advancement of women, particularly of color, in leadership positions moving through the organization, staff look into an existing program or outline a new program recognizing women of color, providing opportunities for advancement within the organization. Mr. Graham stated that the District of Columbia is particularly interested in this issue and that this resolution is just a first step in recognizing the contributions of Mrs. Mack. Mr. Zimmerman commented on the tremendous

contribution that Mrs. Mack made over a long period of time, focusing her final year as Chair on improving the bus system.

A copy of the approved Resolution (2007-06) has been made a part of the official file.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

F. Approval of Resolution Recognizing the Services of Debra A. Johnson as Board Secretary

Mr. Deegan referred the Board to the resolution recognizing the services of Debra A. Johnson, Board Secretary. Ms. Johnson developed communication plans to promote public understanding for WMATA policies and programs. Ms. Johnson has also served as a vital link between the Board of Directors, Executive Leadership Team, customers, and WMATA stakeholder groups.

Mr. Deegan moved, seconded by Mr. Zimmerman that the Board approve the resolution recognizing the services of Debra A. Johnson as Board Secretary. This motion was unanimously approved.

Mr. Zimmerman noted that Ms. Johnson was instrumental in establishing the Riders Advisory Council at the Authority. Mr. Moneme commented on the criticality of the interaction of the Board with staff and the skill, aptitude and patience that Ms. Johnson demonstrated in her role.

A copy of the approved Resolution (2007-07) has been made a part of the official file.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

Report by General Manager:

Mr. Catoe commented that Debra Johnson's departure is a loss to the organization, but wished her success in her new assignment.

Mr. Catoe briefed the Board regarding an accident that occurred on the evening of February 14, 2007, involving a Metrobus and two pedestrians who were killed. He expressed condolences on behalf of the Authority to the families. He vowed to keep the Board informed of any developments. Mr. Catoe stated that he has met with the heads of Operations, Operations Support and the Office of Safety to review what occurred and what actions can be taken to minimize future accidents of this type.

As a result of the meeting, an advisory was prepared and distributed to all drivers emphasizing pedestrian safety. Additionally, instructors and managers are at every bus garage, talking to operators, emphasizing pedestrian safety. Mr. Catoe then announced that there will be annual refresher training for all operators addressing key operating techniques.

Mr. Catoe then briefed the Board on the state of operations and meetings. He also announced the New Bus Operator graduation ceremony scheduled for March 16, 2007 at 11:30 a.m.

Finally, Mr. Catoe acknowledged bus operator Reginald Johnson for his heroism. On February 1, 2007, Mr. Johnson assisted a passenger who appeared to be stabbing himself. Mr. Johnson pulled the bus over, alerted Bus Operations Control Center, and requested that the other passengers exit the bus to remove them from harm's way. Mr. Johnson talked to the man, was able to take the knife from him, and stayed with him until the Transit Police and an ambulance arrived to take the man to Howard University Hospital for treatment of non-life-threatening stab wounds. Mr. Johnson then finished the remainder of his route.

Mr. Graham asked if there is a pattern of problems with Metro with respect to recent bus accidents. Mr. Catoe stated that these accidents are individual events, not a pattern of problems. However, action is being taken to improve safety and overall performance. Mr. Graham asked if there was an update in the other bus fatality. Mr. Catoe responded that all detail would be gathered and sent to Board when available.

Report by Budget Committee

A. Recommendation to Defer Action on FY08 Fare and Service Adjustments

Mr. Graham referred the Board to the request to defer action on the FY08 fare and service adjustments until the organizational review is completed. If fare increases are proposed for the July 1, 2007 start of FY08, the timeline provides about 30 days before the Board will have to make decisions about moving forward with proposals to the public.

Mr. Graham moved, seconded by Mr. Zimmerman, that the Board approve to defer action on the FY08 fare and service adjustments. This motion was unanimously approved.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

Mr. Graham reported that staff also presented the FY07 monthly Operating Financial Report for December 2006 and the FY07 Quarterly CIP Financial Report. A discussion was also held regarding budget analysis to be incorporated into the organizational review, as well as budget changes and policy discussions.

Report by the Customer Service, Operations and Safety Committee

A. Approval to Initiate & Award a Contract for Multi-Year Safety Assessments and Enhancements

Mr. Briscuso referred the Board to the request for approval to initiate and award a five-year contract for a Safety Management Assessment and Enhancement to improve safety performance and reduce workers' compensation costs. The contractor will be paid from realized savings and the first payment will not occur for 12 to 18 months. No funding is required at this time.

Mr. Briscuso moved, seconded by Mr. Kauffman, that the Board approve to initiate and award a contract for multi-year safety management assessments and enhancements. This motion was unanimously approved.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

B. Approval to Conduct Public Hearing for Restructuring of Bus Lines 25A-R and 7A-X

Mr. Briscuso referred the Board to the request for approval to conduct a public hearing to restructure Bus Lines 25 A-4, Balston-Bradlee-Pentagon and 7A-X, Lincolnia-North Fairlington. Staff has coordinated with the City of Alexandria and the Counties of Arlington and Fairfax to develop a service plan that restructures both bus lines. It is anticipated that a public hearing will be held in March 2007. Staff will return to the Budget Committee with its final recommendation in April 2007.

Mr. Briscuso moved, seconded by Mr. Zimmerman, that the Board approve to conduct a public hearing for the restructuring of bus Lines 25A-R and 7A-X. This motion was unanimously approved.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

Mr. Briscuso added that the railcar and bus semi-annual updates were presented as information items at the committee meeting.

Report by Planning and Development Committee

A. Approval to Modify a Contract for New General Orders Program

Mr. Zimmerman referred the Board to the request for approval to modify a contract to initiate a project for the new General Orders Program that will involve upgrading the existing Rail Operation Computer System contract (ROCS) and result in enhanced functionality of the Track Rights Management. Design work will begin as part of the FY07 approved budget. However, the system will not be implemented until approval of the FY08 budget.

Mr. Zimmerman moved, seconded by Mr. Briscuso, that the Board approve to modify a contract for a new General Orders program. This motion was unanimously approved.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

B. Approval of Station Floor Tile Standard Design

Mr. Zimmerman referred the Board to the request to approve a resolution to adopt 12-inch square porcelain tile as the new standard for all new construction and major platform rehabilitations. The new tile is better in terms of long-term wear, underlying concrete, increased traction and thus, increased customer safety. Concurrence was obtained from the Riders' Advisory Council, the Elderly and Disabled Committee and the Jurisdictional Coordinating Committee. These changes will be seen in the repair work to be conducted at the Minnesota Ave and Deanwood stations, and with all future platform replacements and construction.

Mr. Zimmerman moved, seconded by Mr. Briscuso, that the Board approve the resolution to adopt the 12-inch square porcelain tile as the new station floor tile standard design. This motion was unanimously approved.

A copy of the approved Resolution (2007-08) has been made a part of the official file.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

Report by Policy and Legislative Committee

A. Approval to Modify Personnel Policy and Procedures Manual

Mrs. Hudgins referred the Board to the request to approve a resolution to modify the Personnel Policy and Procedures Manual to authorize the General Manager to

recruit, hire, and remove Executive Management employees, excluding the Board Secretary, General Counsel and the Inspector General, and to set their compensation packages, including salaries, based on market considerations and consistent with the approved budget. This Resolution also adopts revisions to the Personnel Policies and Procedures Manual to effect these changes and authorizes the General Manager to make any other revisions to WMATA's polices and procedures that are necessary to effect such changes.

Mr. Graham requested that the General Counsel's exclusion from the policy be provisional after review of said position description. Mrs. Hudgins stated that staff will return to the Board regarding the General Counsel position.

Mrs. Hudgins moved approval, seconded by Mr. Zimmerman, that the Board approve the resolution to modify the Personnel Policy and Procedures Manual. This motion was unanimously approved.

Mr. Kauffman deferred the vote to Mrs. Hudgins as Vice Chair of the Policy and Legislative Committee.

A copy of the approved Resolution (2007-09) has been made a part of the official file.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mrs. Hudgins, and Mr. Moneme

Administrative Actions

Other Items

Mr. Zimmerman moved, seconded by Mr. Briscuso, that the Board approve, en bloc, Administrative Items XII.A numbered 1 through 5.

Mr. Kauffman asked what is not being funded in the place of Administrative Item XII.A.1. Staff explained the nature of the Enterprise GIS project and stated that no other item is being unfunded by the approval of this item. Mrs. Hudgins requested that staff provide an updated listing of what was to be included in the program as stated in the peer review information and what is being requested as it comes forward to the Board, to include the funding information. Staff agreed to provide this information in the future.

The motion was unanimously approved.

1. Approval to Initiate and Award a Contract to Implement an Enterprise GIS

Approval to initiate and award a General Services Administration contract to implement an Enterprise Geographic Information System (GIS). This one-year project establishes the Authority's Enterprise GIS system infrastructure and delivers the District, Maryland and Virginia bus and rail system route maps, six rail station area "You are here" maps, and twelve bus route maps.

2. Approval to Initiate and Award a Contract for Emergency Escape Hoods

Approval to initiate and award a competitive contract for 1,100 emergency escape hoods. Post 9/11 emergency escape hoods were issued to all rail car operators, station managers and others to allow up to 20 minutes to escape in emergencies. Since the shelf life of these hoods has expired and there are new federal standards established, these hoods must be replaced.

3. Approval to Initiate and Award a Contract for Professional Survey Services

Approval to initiate and award a Professional Survey Services contract(s) to: 1) complete the 89.5-mile, 103-mile and 106-mile systemwide utility outgrants; 2) prepare plats and legal descriptions for the acquisition of properties required from the United States General Services Administration; 3) update ortho-images for all WMATA properties; and 4) provide general surveying and computational services to support Metrorail operations, engineering, planning, information technology and capital construction programs.

4. Approval to Amend Deferred Retirement Option Program in WMATA Transit Police Retirement Plan

Approval to amend the 2005-2007 collective Bargaining Agreement with the Fraternal Order of Police Metro Transit Police Committee, and to amend the WMATA Transit Police Retirement Plan so that the eligibility for the Deferred Retirement Option Program (DROP) is reduced from 27 years of credited service to 25 years. This action will assist in maintaining manpower levels while efforts continue to recruit officers to fill vacancies.

A copy of the approved Resolution (2007-10) has been made a part of the official file.

5. Approval to Amend Metro Memorial Scholarship Program

Approval to amend Rules #1 and 2 of the Metro Memorial Scholarship Fund governing an "Eligible Individual" to more accurately reflect the goals of the Fund.

A copy of the approved Resolution (2007-11) has been made a part of the official file.

A copy of the approved Resolution (2007-11) has been made a part of the official file.

Ayes: 6 – Mr. Deegan, Mr. Zimmerman, Mr. Graham, Mr. Briscuso, Mr. Kauffman, and Mr. Moneme

Mr. Briscuso requested clarification regarding when the new committee assignments and schedules will begin. Mr. Deegan stated that the new committees and schedule will begin immediately, namely that all committee meetings will be held the second Thursday of the month at 9 a.m. and the Board meetings will be held on the fourth Thursday of the month.

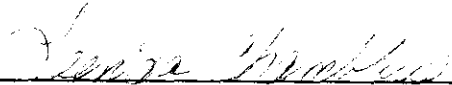
REPORT BY D.C.: Mr. Graham reported that the Committee of Public Works and the Environment with the Department of Transportation will conduct an oversight hearing on WMATA on March 5, 2007 at 10 a.m.

REPORT BY WSTC: Mr. Briscuso welcomed the new Board members.

REPORT BY NVTC: Mr. Kauffman also welcomed the new Board members. Mr. Zimmerman commented on the transportation legislation in the Virginia General Assembly.

ADJOURNMENT:

The meeting was adjourned at 12:13 p.m.



Leen'da Chambliss, Assistant Board Secretary