

**Minutes
Safety & Security Committee
November 7, 2013**

The meeting was called to order at 10:55 a.m. Present were:

Committee Members

Mr. Mortimer Downey, Chair
Mr. Michael Goldman
Mr. Tom Downs
Mr. Tom Bulger
Mr. Anthony Giancola
Ms. Kathryn Porter
Mr. William Euille

Other Members

Ms. Catherine Hudgins
Mr. James Dyke
Ms. Mary Hynes
Mrs. Artis Hampshire-Cowan

Approval of Agenda

The agenda was approved as presented.

Approval of Minutes

The minutes of October 10, 2013 were approved as presented.

Information Items

A. Quarterly Safety Briefing

Staff reported on the key performance indicators for the quarter. Both the Employee Injury Rate and Customer Injury Rates are above the targets, at 5.43 YTD per 200,000 work hours and 1.93 YTD per million passenger trips, respectively. The primary injury type for both groups is Slips/Trips/Falls; the leading causal factors are inattention and lack of situational awareness. The Corrective Action Plans (CAPs) were also reviewed; 80 CAPs have been closed this calendar year. The majority of the CAPs from 2011 – 2013 are the results of our own internal safety and security audits. A review of the Safety and Security Certification Plan was also presented, with an emphasis on the Dulles Phase I project.

Adjournment

The meeting was adjourned at 11:27 a.m.