

Washington Metropolitan Area Transit Authority

Board Action/Information Summary

☒ Action ☐ Information

MEAD Number:
203426

Resolution:
☐ Yes ☒ No

TITLE:

Acceptance of OIG Report

PRESENTATION SUMMARY:

OIG evaluated WMATA's Non-Revenue Vehicle (NRV) Program to determine whether NRVs are managed and used appropriately in compliance with applicable policies and procedures.

PURPOSE:

The Executive Committee's acceptance of OIG's report entitled:
Review of WMATA's Non-Revenue Vehicle Program

DESCRIPTION:

N/A

Key Highlights:

NRV program is disconnected from the process of identifying and monitoring WMATA's vehicle needs.

Departments and offices with assigned NRVs failed to properly document take-home vehicle authorization, accurately report NRV usage, and submit annual vehicle needs assessments.

P/I 1.9/8 does not prohibit or limit personal use of take-home vehicles by executives/senior level employees increasing WMATA's exposure to financial loss for incidents unrelated to scope of employment.

43% (219 accidents) of all NRV accidents reported in a two-year period were not properly classified, lacking data on whether the accidents were preventable. The absence of this data prohibits management from taking appropriate corrective action.

The new GPS tracking services implementation was delayed due to the inability to timely install GPS devices.

WMATA paid vendor \$66,348 for installation of 1,164 GPS units that were

installed by WMATA personnel.

WMATA had to extend the existing, unreliable GPS tracking services at an additional cost of \$219,120.

OIG made 13 recommendations for corrective action. Management generally agreed with OIG's observations and recommendations. During the response period, management took corrective action on two recommendations. Other corrective actions planned by management include:

1. Reducing NRV fleet by twenty percent;
2. Updating P/I 1.9;
3. Holding annual meetings with departments to discuss vehicle needs and provide training on the P/I; and
4. Implementing computer-based training for take-home vehicle users.

Background and History:

WMATA maintains a fleet of owned and leased vehicles used to support the Authority's administrative, maintenance, construction, law enforcement, and operational functions. These licensed vehicles range from small passenger transport vehicles to specialized heavy-duty trucks and are categorized as:

- Standard NRVs that support various office functions, e.g., Bus Services, Rail Services, Safety & Readiness, etc.;
- THVs that are assigned to a single individual permanently or temporarily; and
- Motor Pool Vehicles (MPV) which are a centralized group of NRVs available to any employee in support of official business.

As of December 2021, WMATA reported an inventory of 1,392 Standard NRVs, 105 THVs, and 28 MPVs.

In March 2019, Quality Assurance, Internal Compliance & Oversight completed an internal review of NRV utilization based on WMATA's previous NRV P/I 1.9/7. Quality Assurance, Internal Compliance & Oversight's review identified weaknesses in NRV-related recordkeeping throughout the Authority and recommended corrective actions to improve NRV data completeness and accuracy. The review contributed to a policy update to the current P/I 1.9/8 in September 2019, affecting the NRV program management areas.

In August 2022, Audit and Compliance completed a limited scope spot audit of THVs. Audit & Compliance's limited scope review focused on compliance with P/I 1.9/8 for THVs and compliance with Internal Revenue Service reporting requirements for employees assigned THVs.

Discussion:

The work highlighted in this report demonstrates OIG's commitment to promoting accountability, efficiency, and effectiveness in WMATA's programs and operations and keeping the Board of Directors fully and currently informed about deficiencies in WMATA's activities, as well as the necessity for and progress of corrective actions.

WMATA acknowledged OIG's observations and has taken, or plans to take, the necessary corrective actions.

FUNDING IMPACT:

There is no impact on funding.

TIMELINE:

Anticipated actions after presentation: Executive Committee's acceptance of this report.

RECOMMENDATION:

Executive Committee accepts OIG's report..

Acceptance of this reports constitutes the Board's authorization to post it on the WMATA OIG website provided that the Inspector General has conferred with the General Counsel and confirmed that any private or confidential information has been removed/redacted in accordance with applicable law and WMATA policy.