

CUTR UNIVERSITY of SOUTH FLORIDA

Florida Transit Safety and Operations Network (FTSON) Quarterly Meeting

March 3, 2020 @ 9:00am – 3:30pm
CUTR | Tampa, FL

FDOT FLP OFFICE OF FREIGHT, LOGISTICS & PASSENGER OPERATIONS FTSON

CENTER FOR URBAN TRANSPORTATION RESEARCH

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FLP OFFICE OF FREIGHT, LOGISTICS & PASSENGER OPERATIONS

Welcome and Introductions

Ashley Porter, FDOT and Paul Goyette, CUTR

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CUTR Safety Brief

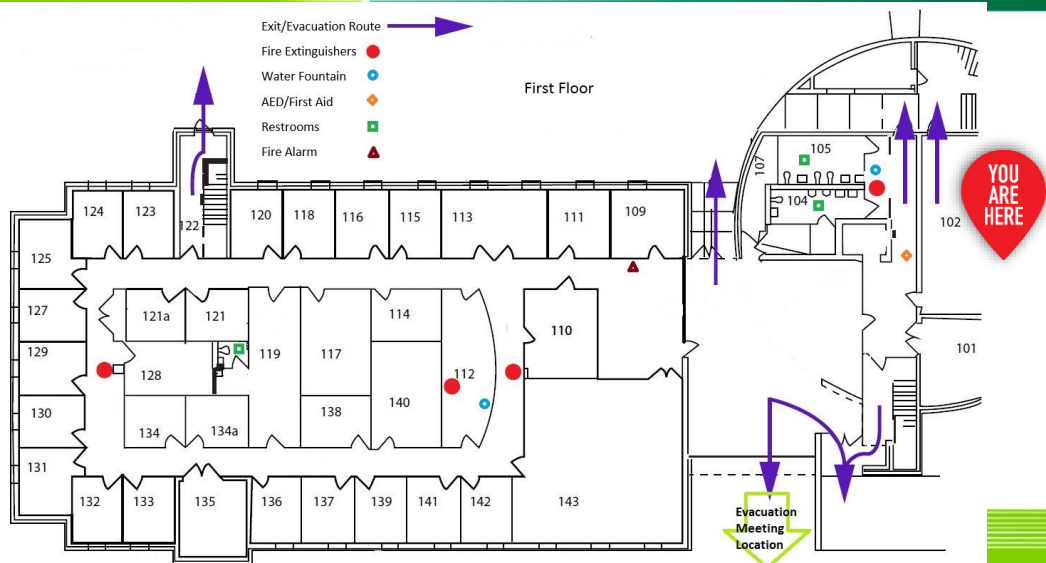
- Location of emergency exits
- Evacuation routes and meeting location (suggest out the south main entrance of building and across Alumni Drive)
- Identify those with CPR training and their willingness to assist if needed
- Location of AED and identify those who know how to use the device along with their willingness to assist
- Identify volunteer to call 911, if necessary
- Location of fire extinguishers and volunteer to use the device
- Location of restrooms and water fountains
- USF lock down procedure
- Sign in sheet



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Building Map – First Floor



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Agenda

Open Items/Discussion

- FTSON Charter
- Using FTSON Social Media
- PTASP and SMS Approaching Deadline
- New State Compliance Oversight Elements Being Reviewed
- DRAFT Rule 14-90, FAC (New Revision and Direction)
- Use of Three or More Wheelchairs on Cutaway Vehicles, Hazard/Risk Assessment, and Policy
- Contracting with TNCs
- Emergency Preparedness

New Business

- Develop List of Topics/Standards for FTSON (Identified as a Task)
- Prioritize Tasks
- Develop Goals and a Timeline for Each Task
- Discuss the Use Ad-Hoc Short-Term Taskforce to Assist the Network



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Open Items/Discussion

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FTSON Draft Charter

- Benefits of the Charter
 - Formulization to the network
 - Prioritized topic areas
 - Leadership
 - Result driven
 - Formal vetting process
- Final deliverable to the agencies and FDOT



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FTSON Social Media

- Is everyone aware we have?
 - Facebook: www.facebook.com/floridatson
 - Listserv: <http://listserv.usf.edu/scripts/wa.exe?A0=FTSON>
 - Send email: ftson@listserv.usf.edu
 - Website: <http://ftson.org/>
- Share interesting articles with us
- Share ideas for the website
- Use and share these tools and resources



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PTASP Deadline Fast Approaching

- Is your agency ready?
 - FTA Technical Assistance Center (TAC) for PTASP information <https://www.transit.dot.gov/PTASP-TAC>
 - PTASP TAC handouts
 - SMS role in the PTASP
 - SMS is living structure and management of safety not necessarily a document
- Questions?



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SMS/PTASP Toolkit

<https://ftson.org/sms-ptasp-toolkit/>

- **Recently Added:**
 - Hazard Management vs Safety Risk Guide
 - PTASP Hazards and Consequences Self Guided Learning Tool
 - Potential Sources of Hazard Information for Bus Transit Operations

SMS/PTASP TOOLKIT

On this page you will find information and resources to help you understand the Federal Transit Administration's Safety Management System (SMS) and the required Public Transit Agency Safety Plan (PTASP). The USDOT offers both online and in-person training in these topics through the [Transportation Safety Institute \(TSI\)](#).

SAFETY MANAGEMENT SYSTEM (SMS)

The Safety Management System is the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of a transit agency's safety risk mitigation. SMS includes systematic procedures, practices, and policies for managing risks and hazards. SMS is about applying resources to risk and is based on ensuring that a transit agency has the organizational infrastructure to support decision-making at all levels regarding the assignment of resources. Additional information relating to the Safety Management System can be found at:

1. [FTA SMS Resource Website](#)
2. [SMS GAP Analysis Template](#) - The SMS GAP Analysis Template will assist transit agencies with identifying areas within the organization that may not be currently consistent with the safety management structure as outlined by the Federal Transit Administration. This template will guide agency personnel through the necessary steps that must be completed to develop a functional and scalable SMS at the transit agency.
3. [SMS Implementation Exercise](#) - The SMS Implementation Exercise provides an example of a methodology to use when approaching and understanding the requirements of the Safety Management System.
4. [Non-punitive Employee Reporting Presentation](#)

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)

The Public Transportation Agency Safety Plan (PTASP) is a safety plan required by the Federal Transit Administration for specific grant recipients under US Code 53 and is structured around the fundamentals of the Safety Management System (SMS). Additional information relating to the Public Transportation Agency Safety Plan can be found at:

1. [FTA PTASP Resource Website](#)
2. [PTASP 14-90 Guidance Document](#) - This document provides a step by step process to use as a guide when developing a Public Transportation Agency Safety Plan. Additionally, this resource guide provides an outline to use as an example for a compliant PTASP.
3. [PTASP and 14-90 presentation from FTA Orlando](#) - This presentation outlines the requirements of the Public Transportation Agency Safety Plan and provides the State of Florida 14-90 rule elements to include in a PTASP.
4. [Hazard Management vs Safety Risk Guide](#) - This guide explains these differences and highlights how key hazard management elements support implementation of the new SRM process.
5. [PTASP Hazards and Consequences Self Guided Learning Tool](#) - FTA developed this tool to help individuals distinguish between hazards and consequences in Safety Risk Management under a Safety Management System.
6. [Potential Sources of Hazard Information for Bus Transit Operations](#)



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Rule 14-90 and New Compliance Oversight

- Rule 14-90 revision based on PTASP and SMS
- Scope of rule to support PTASP and SMS
- Allow more agency flexibility for key areas
 - i.e. Medical cards, operational requirements, etc.
- Less checkbox oversight/SMS orientated
- PTASP to include current and new Rule 14-90 requirements
- Questions?



FDOT Directives

- Use of 3 or more wheelchairs on cutaway vehicles
 - Hazard and risk assessment required
 - Policy that supports the hazard risk assessment for emergency evacuation (i.e. thermal events, accidents, etc.)
 - Create documentation
- Working with TNCs
 - Follow the current State Statute 627.748 (at a minimum)



Emergency Preparedness

- Develop and implement solid emergency management plans
- Utilize emergency management task force within the agency
- Coordinate with your local EOC
- Document everything
- Communicate with FDOT
- Make certain your agency has a COOP
- Conduct after action meeting to identify lessons learned
- Coronavirus, polices, updates, SOP, and plans?



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New Business

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Direction for FTSON

- Review FTSON Charter and vote to adopt Charter
- Discuss prioritizing new topics following the Charter rules
- Discuss nominations for FTSON officers per the Charter



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Topics for Prioritization

- Review draft list of topics
- Identify if there are any new areas that may take precedent
- Following Charter structure prioritize list
- Discuss ad-hoc committees, if necessary
- Develop goals and timelines
- Questions?



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2020 FPTA/FDOT/CUTR Professional Development Workshop & Transit Safety and Operations Summit

Stephanie Lewis, CUTR

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2020 FPTA/FDOT/CUTR Professional Development Workshop & Transit Safety and Operations Summit

- Save the Date: June 8-10, 2020
 - June 8 – Transit Safety and Operations Summit
 - June 9-10 – FPTA/FDOT/CUTR Professional Development Workshop
- Location: USF Embassy Suites, Tampa, FL
- Registration will open on or around April 1, 2020
- 28 sessions total

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PDW/Summit Session Preview

- Diversity and sensitivity
- Emergency preparedness
- Mental health training
- Non-punitive employee safety reporting
- Onboard technologies to avoid bus incidents and accidents
- PTASP readiness
- Securement
- Successfully navigating Corrective Action Plans (CAPs)
- Transit commuter tax benefits
- TSA security training



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Questions or Comments



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Project Team

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See You in June! Safe Travels Home!



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