

SOUND TRANSIT OPERATIONS AND ADMINISTRATION COMMITTEE MEETING

Summary Minutes

March 7, 2013

CALL TO ORDER

The meeting was called to order at 1:05 p.m. by Chair Paul Roberts, in the Ruth Fisher Boardroom, 401 South Jackson Street, Seattle, Washington.

ROLL CALL

Chair

(P) Paul Roberts, Everett Councilmember

Vice Chair

(A) John Marchione, Redmond Mayor

Boardmembers

(A) Fred Butler, Issaquah Deputy Council President (P) Mary Moss, Lakewood Councilmember

(P) Dave Enslow, Sumner Mayor

(P) Marilyn Strickland, Tacoma Mayor

(P) Joe McDermott, King County Councilmember

Katie Flores, Board Coordinator, announced that a quorum of the committee was present at roll call.

REPORT OF THE CHAIR

Committee Chair Roberts announced that the agenda is being revised to remove item 6.C (Motion No. M2013-13), and take action on Motion No. M2013-12 while the Committee has a quorum before hearing reports.

Committee Chair Roberts also noted that Boardmember Strickland asked to participate in today's meeting by phone. The Board Rules and Operating Procedures allow members to attend meetings by teleconference with a two-thirds affirmative vote of those members in attendance.

It was moved by Boardmember McDermott, seconded by Boardmember Moss, and carried by the unanimous vote of five members present that Boardmember Strickland be allowed to participate in the Operations and Administration Committee meeting by telephone.

BUSINESS ITEM

Item for Committee Final Action

Motion No. M2013-12: Authorizing the chief executive officer to (1) execute contracts with Fortenberry & Associates, Inc., Celerity Consulting Group, Inc., OTB Solutions Group, LLC, and Slalom, LLC to provide records management consultation services for records management development and implementation assignments in an aggregate amount not to exceed \$1,500,000, having initial terms of one year with four one-year options to extend, and (2) execute individual contracts that exceed \$200,000, provided the aggregate amount does not exceed \$1,500,000.

Karen Hughes, Records Manager, gave the staff presentation.

It was moved by Boardmember Butler, seconded by Boardmember Enslow, and carried by unanimous vote that Motion No. M2013-12 be approved as presented.

DEPUTY CEO REPORT

Mike Harbour, Deputy CEO provided a report on how the federal sequester could impact Sound Transit. Sound Transit receives the largest share of its federal funding through the FTA New Starts program. Sound Transit is slated to receive \$110 million in 2013 under the New Starts Full Funding Grant Agreement (FFGA) for University Link. The sequester requires the FTA to cut the New Starts program by 5% for the remainder

of the fiscal year. The FTA has the discretion to apply those cuts, so FFGA's may be impacted. If the University Link grant is reduced this year as a result of the sequester, the reduction could be made up before the final FFGA payment in FY 2015. A 5% reduction this year would equal \$5.5 million.

In 2013, Sound Transit is expecting approximately \$40 million in formula funding; this funding is exempt from the sequester. \$30 million is earned through the amount of service the agency provides, Sound Transit competes from the remaining money. Federal funding that is distributed by the Puget Sound Regional Council through the CMAQ (Congestion Mitigation and Air Quality Improvement Program) and STP (Surface Transportation Program) is not expected to be cut. Through the PSRC process this year, North Link received \$13 million in CMAQ funding, and the Tacoma Link extension received \$272,000 in STP funding. The TIGER program is expected to be impacted, but the \$10 million TIGER grant Sound Transit received will not be affected because it was received two years ago.

Brian McCartan, Executive Director of Finance and Information Technology, reported on how the federal sequestration will impact Sound Transit bonds. Sound Transit has \$400 million in Build America bonds; the federal government pays 35% of the debt service for those bonds. The sequestration will reduce the federal government's payments by \$450,000 in 2013 and by \$360,000 for future years.

Mr. Harbour reported that Sound Transit recently received two awards. The first was given to Sound Transit by the American Council for Engineering Companies for the North Corridor Transit Project Alternatives Analysis for exceptional achievement in engineering. Project staff and the engineering firm will be honored at the upcoming Engineering Excellence Award ceremony in Washington D.C. Sound Transit also received an award from the Economic Development Board for Tacoma-Pierce County at the group's annual meeting last week. Sound Transit's Sounder extension to Lakewood won an award in the infrastructure category. The Excellent 10 Awards highlight growth in several economic sectors including logistics and trade, health services, manufacturing, and construction.

REPORTS TO THE COMMITTEE

Ridership and Operations Report

Bonnie Todd, Executive Director of Operations, provided the January ridership and operations report. January passenger boardings were up 17% compared with January 2012. There continues to be strong growth on ST Express routes that cross Lake Washington. There were several days of service disruptions for the Sounder North line that negatively impacted ridership. The extension of commuter rail service to Lakewood and South Tacoma has added 400-500 additional daily boardings; Sounder South line boardings were up 35%. Tacoma Link and Central Link also had ridership gains. The modal performance report was reviewed. Complaints, preventable accidents and on-time performance are all meeting the performance targets. Farebox recovery is slightly below the target for Central Link; but may increase through the summer.

There was a fatality on February 13, 2013 when a Sounder train struck a pedestrian in an area not marked for pedestrian crossing. On March 1, 2013, a person alluding police by climbing a tree near the Sounder North line caused delays to train service. There were two Tacoma Link accidents with private vehicles; one was caused by the train hitting a parked car and the other was caused by a driver who had a medical emergency. Three locomotives were received by Sound Transit in January and February; this was a 2012 agency milestone that was missed. The copper wire replacement is complete with a total cost of \$1.3 million for the materials and installation. The risk management group at Sound Transit is working on processing an insurance claim for the copper wire replacement.

Update on Sound Transit Security

Ken Cummins, Chief Security Officer, and Ron Griffin, Sound Transit Chief of Police, gave the update on Sound Transit security that was requested by the Committee during the budget process last year. Mr. Cummins noted that the Security Division and Sound Transit Police are now part of the Operations Department. The Security Division is responsible for 45 facilities, including Union Station. In addition to security provided by the Security Division and the Sound Transit Police, security at some ST Express

facilities is covered under partner service agreements. Maintenance agreements also cover security at the Tacoma Dome Station and the Downtown Seattle Transit Tunnel.

The Sound Transit Security Division is comprised of three Sound Transit full-time employees that are responsible for contract oversight for Sound Transit's security provider and contract administration for the Sound Transit Police Department. The contracted security force, currently Securitas, has 101 FTE staff members, who provide coverage 24/7 and serve in the Security Operations Center, Transit Security Unit or Fare Enforcement Unit.

The Security Operations Center serves as the collection and dissemination point for information and data; monitoring of CCTV and emergency call stations. The center also provides service for Sound Transit employees and is a 24-hour answering point for customers reporting suspicious activity or security concerns.

The Transit Security Unit is responsible for providing a safe, secure and comfortable environment for transit customers. There are 15 security officers per shift divided among four zones. Unit members are responsible for calling in law enforcement when needed. Transit Security Officers documented nearly 400,000 customer contacts in 2012 including providing assistance to customers, addressing issues such as safety violations, loitering and disruptive behavior, and assisting with medical and safety issues.

Mr. Cummins reviewed a chart showing the number of significant incidents that occurred in 2012 and 2011. The Transit Security Unit wrote reports on 1,726 incidents in 2012; this was down 8% from 2011. Of the 45 facilities under the purview of Sound Transit Security, Kent Station, Tukwila International Blvd. Station, Federal Way Transit Center and Auburn Station represent 50.1% of all Security Incident Activity.

The Fare Enforcement Unit includes 15 officers and three supervisors who have the same duties as the Transit Security Unit but with additional responsibilities in conducting fare inspections onboard Central Link and Sounder. Sound Transit has established a 10% inspection rate of the total ridership and aims for an evasion rate of 3% or less. Fare Enforcement is conducted during all hours of operations with a concentration on peak commute and peak evasion periods.

Sound Transit's Fare Enforcement Inspection Rate goal is 10% of the Ridership. In 2012, Sound Transit fare enforcement officers inspected 9.93% of the riders. Sound Transit's Fare Evasion Rate goal is to have an evasion rate of less 3%. In 2012, the overall evasion rate was 2.27%, with a Central Link performance of 2.8% and a Sounder performance of 0.75%. The low evasion rate suggests that the level of fare enforcement activity is adequate at this time.

It is Sound Transit Security Policy to, in most cases, issue a warning on the first contact with an evader. In addition to the warning, a patron without valid fare receives instruction on the correct methods to obtain and use fare media. The evader's name is placed in a warning log for 12 months. If the evader is contacted again during that time without having valid fare, a civil infraction of \$124 is issued for that and each subsequent contact after that not having valid fare. The civil infractions are adjudicated through the District Court system and any fines or fees collected remain with the Court. In 2010, 3,017 or 16.3% of evaders contacted received citations, meaning 16.3% of the patrons riding without valid fare media had been contacted more than once by Fare Enforcement Officers. In 2011, 3,251 or 12.7% of the evaders contacted received citations, so even though the number of evaders increased and the number of citations served increased over 2010, the percentage of citations decreased. The 2012 total numbers of evaders contacted increased slightly over 2011; however, the number of citation served decreased substantially to 2,375 or 9.3%. Only 2/10ths of 1% of transit riders are repeat fare evaders.

Mr. Griffin reviewed services provided by the Sound Transit Police force. The Sound Transit Police mission is to provide enhanced police services, in partnership with local jurisdictions, to Sound Transit systems and facilities, addressing quality of life issues and creating a safe environment for the riding public. Having a dedicated police force allows Sound Transit to have a police presence on the system and handle the quality of life issues that are important to customers. These services could not be provided by local police. The Sound Transit Police are able to respond to incidents in Snohomish and Pierce County and other counties throughout the State of Washington through a letter of agreement that the King County Sheriff's office has with other counties.

The Sound Transit Police is currently made up of 37 individuals; a chief, an operations captain, four patrol sergeants, 24 patrol officers, four detectives, a crime analyst, and an explosive detection K9 officer. The police force covers a 20-hour shift, seven days a week with personnel spread across a day shift and an evening/night shift. During the evening/night shift, there is one sergeant and 5-7 officers on duty.

Mr. Griffin reported on the number of incidents that took place in 2011 and 2012. Part one offences, or serious felonies including violence against persons or dangerous property crimes increased 37.5 percent in 2012 due to a number of cell phone and electronic equipment robberies that occurred on Central Link. Part two offences, or less serious assaults and property crimes were down 41.2% in 2012. Unlawful transit conduct, such as playing music to loud, smoking in non-designated areas, spitting on the platform, consuming alcohol, or other similar type behavior is down by 47.7%. Part of this decrease may be due to the downward trend in fare evasion and an administrative change in how data is collected.

The Sound Transit police had a 5.7% increase in patrol activity in 2012 over 2011, including over 7,000 platform checks. Total arrests are down 31.1% in the system.

In order to increase safety awareness, Sound Transit Police participated in a four-agency safety emphasis in the SODO and Kent areas, enforcing pedestrian and vehicular crossing laws at the Link and Sounder crossings, resulting in 122 warnings and 200 citations. During the final implementation of the Lakewood extension, Sound Transit Police planned and coordinated efforts between local jurisdiction to provide emphasis patrols of railroad crossings for both pedestrian and vehicle violations.

Sound Transit Police also assist with mitigating service disruptions by assisting the local jurisdiction or offering assistance. In 2012, there were nine vehicle or pedestrian accidents where the Sound Transit police offered assistance. The K9 Explosive Detection Team responded to 22 incidents of unattended or suspicious packages in 2012.

Mr. Griffin reviewed some highlight cases from 2012 that involved the Sound Transit Police. In January 2012, a number of cell phones and other electronic equipment was stolen from customers riding on Central Link. The Sound Transit Police launched an immediate investigation, reviewing video and setting up surveillance. Within an approximate three-week period, five suspects were identified and charged in six of the cases. The Sound Transit police were also able to charge individuals in a case of light rail vehicle graffiti, and an individual that vandalized multiple windows on Sounder. Sound Transit Police Officers have encountered six individuals carrying illegal firearms on the system. The King County Prosecutors are also close to charging individuals with the copper theft that occurred on Link. Mr. Cummins outlined plans in 2013 including standardizing crime and contact statistics, continuing to integrate with Sound Transit contracted security, and working on systems to identify crime hot spots as soon as possible.

In response to Boardmember questions, Mr. Cummins noted that Sound Transit security is involved in the design review for agency facilities in order to address security concerns early in the process.

BUSINESS ITEMS

Items for Recommendation to the Board

Resolution No. R2013-03: Establishing a system access policy for Sound Transit's provision of infrastructure and improvements to facilitate customer access to Sound Transit services, and superseding Motion No. M2002-122.

Brian Brooke, Research Policy and Development Director, and Michael Miller, Customer Facilities and Accessible Services Manager gave the staff presentation. A memo was included in Committee members' packets that summarizes feedback Sound Transit received from stakeholders on the System Access Policy as well as feedback received at the last Operations and Administration Committee meeting. Representatives from King County Metro, Pierce Transit and Community Transit attended the Executive Committee meeting earlier today and expressed support for the policy but asked that changes take into account the effect on partners.

Mr. Miller provided information on the pilot implementation approach; including careful testing and phase-in of any new parking management tools, and coordination with partners and host jurisdictions. The recommendation is to begin with parking pilots at three to five facilities for up to one year. Pilot projects could test the use of parking permits, manage rideshare parking differently, use parking monitoring systems to provide real time parking availability information, or improve information on access including bicycle access and alternate locations and improve drop-off zones. Next steps include adoption of a final System Access Policy and further outreach on pilot programs with partners and local transit so that recommendations can be developed. Pilot proposals and funding needs will be brought to the Board later this year.

It was moved by Boardmember Strickland, seconded by Boardmember Enslow, and carried by unanimous vote that Resolution No. R2013-03 be forwarded to the Board with a do pass recommendation.

EXECUTIVE SESSION

None.

OTHER BUSINESS

None.

NEXT MEETING

Thursday April 4, 2013
1:00 to 3:00 p.m.
Ruth Fisher Boardroom

ADJOURN

The meeting was adjourned at 2:08 p.m.

ATTEST:



Katie Flores
Board Coordinator


Paul Roberts
Operations and Administration Committee Chair

APPROVED on June 5, 2013, KWF