Agency Safety Plans

Andrew Brody | Director, Safety

Business Item Action

2024-50 SW Proposed Action: That the Metropolitan Council adopt Revision 6 of the Bus Transportation Agency Safety Plan and the Light Rail Transportation Agency Safety Plan for Metro Transit as required by 49 CFR Part 673.

As the board of directors, Metropolitan Council approval is one step towards certifying that Metro Transit has established a Public Transportation Agency Safety Plan (PTASP) that meets the requirement of 49 CFR Part 673.

Agency Safety Plan Approval Page Example

For rail mode only →

Agency Safety Plan Development, Approvals, & Certification

Signature of Accountable Executive/Certification of Compliance	"This certifies that Metro Transit has established a Public Transportation Agency Safety Plan meeting the requirement of 49 CFR Part 673."	
	Lesley Kandaras General Manager, Metro Transit	Date Signed
Signature of the Chief Safety Officer		
	Andrew Brody Director, Safety, Metro Transit	Date Signed
Office of State Safety Oversight		
	Tim Rogotzke Light Rail Program Manager, Minnesota Department of Public Safety	Date signed
Approval by the Joint Labor-Management Safety Committee		
	Rafael Valle Labor Co-Chair Joint Labor-Management Safety Committee	Date Signed
	Ron Forrest Management Co-Chair Joint Labor-Management Safety Committee	Date Signed
Approval by the Board of Directors	This Agency Safety Plan was approved by the Metropolitan Council.	
		Date Approved
Entity that Drafted this Agency Safety Plan	Metro Transit Safety	

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Accountable Executive (Metro Transit General Manager)

- Accountable Executive – a single, identifiable person who has ultimate responsibility for carrying out the PTASP/SMS of a public transportation agency; and control or direction over the human and capital resources needed to develop and maintain the agency's PTASP, in accordance with 49 U.S.C. §5329(d), (49 C.F.R. Parts 625.5, 673.5)

  - Responsibilities

    - Sign ASP and subsequent updates

    - Ensure implementation of PTASP

    - Ensure agency's SMS is implemented effectively and that action is taken to address substandard performance

    - Designate a Chief Safety Officer or SMS Executive for day-to-day SMS implementation

Joint Labor-Management Safety Committee Responsibilities

- Approve Agency Safety Plan and any updates prior to board of directors (Metropolitan Council) approval

- Identify and recommend risk-based mitigations or strategies necessary to reduce the likelihood and severity of consequences identified through the agency's safety risk assessment

- Identify mitigations or strategies that may be ineffective, inappropriate, or were not implemented as intended.

- Identify safety deficiencies for purposes of continuous improvement.

Source: Bipartisan Infrastructure Law changes to 49 U.S.C § 5329(d) (dot.gov)

Safety at Metro Transit

The Agency Safety Plans are one of many safety related documents within Metro Transit:

- A Workplace Accident and Injury Reduction (AWAIR) program

- Employee Safety Programs (Lockout Tagout, Fall Protection, etc.)

- Emergency Action Plans

- Bus Operations Emergency Management Plan

- Light Rail Operations Emergency Management Plan

- Safety and Security Action Plan (SSAP)

- Transportation Safety and Security Committee (TSSC)

- System Security and Emergency Preparedness Plan (SSEPP)

- Northstar System Safety Program Plan (SSPP)

Agency Safety Plan

ASP needs to support the operation of Metro Transit:

- **Viable** – practical, healthy, capable of growth
- **Flexible** – must be able to be modified
- **Accurate** – reflect what we are doing, NOT what we want to do
- **Useful** – Can NOT be unwieldy and cumbersome that it can't be used

ASP:

- Includes the collection and review of all transit department procedures and rules
- Reflects the agency practice
- Prioritize hazards by using risk-based hazard management, consistent with risk appetence levels
- Is reviewed at a minimum annually to continuously improve safety performance and implementation of Metro Transit's Safety Management System (SMS)

What is Safety Management System (SMS)?

SMS is a comprehensive, collaborative approach that brings management and employees together to build on the transit industry's existing safety foundation to:

- Control safety risk better
- Detect and correct safety problems earlier
- Share and analyze safety data more effectively
- Measure safety performance more carefully

Safety Management System (SMS) means the formal, top-down, organization-wide, data-driven approach to managing safety risk and assuring the effectiveness of safety risk mitigations. It includes systematic policies, procedures, and practices for the management of safety risk.

The ultimate goal of an SMS is to ensure that the agency has an inclusive and effective process to direct resources to optimally manage safety.

Agency Safety Plan

What it is

- FTA required regulatory document for Metro Transit's Safety Management System (SMS) and its 4 components; Safety Policy, Safety Risk Management process, Safety Assurance, and Safety Promotion.
- Documents FTA required safety key performance indicators
- Framework outlining how Metro Transit processes hazards identified within the system
- Defines Metro Transit's risk matrix with severity and likelihood of consequences to hazards

What it is not

- Document mitigation strategies
- The only document for safety at Metro Transit
- Executable plan to reduce personal safety for the system (i.e. Safety and Security Action Plan - SSAP)
- Replacing or governing any OSHA mandated safety plans or committees

Business Item Action and Next Steps

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Thank You!

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