



501 Union Street, 6th Floor
Nashville, Tennessee 37219-1705



East Corridor Oversight Committee

Tuesday, April 26, 2005 10:00 a.m.
Metropolitan Transit Authority (MTA)
130 Nestor Street, Nashville, TN

MINUTES

THOSE IN ATTENDANCE:

Paul Ballard	MTA
Jeff Baines	City of Lebanon
Rob Shearer	City of Mt. Juliet
Tom Brashear	Wilson County
Mike Choate	TDOT
Jim Ladieu	TDOT
Gene Turnage	NERC
John Kennedy	Metro Legal
Randall Dunn	MDHA – Metro Representative
Diane Davidson	TDOT
Allyson Shumate	RTA
Rick Beals	TDOT
Bill Farquhar	RTA
Kevin Walker	RTA – NS
Hanne Flippen	RTA
Paul W. Price	RTA – NS/BAH
Deborah Varallo	RTA – NS / BAH
Betty Laurs	RTA – NS/BAH

CALL TO ORDER

Mr. Paul Ballard called the meeting to order at approximately 10:00 a.m. on Tuesday, April 26, 2005.

PUBLIC COMMENT

There was no public comment.

APPROVAL OF MINUTES – April 12, 2005

Mr. Ballard called for approval of the minutes from the April 12, 2005 meeting. Jeff Baines made a motion to approve the minutes. Diane Davidson seconded and the motion passed unanimously.

PROJECT STATUS REPORT

a. **Federal Railroad Administration Concerns** – Mr. Farquhar briefed the committee on the FTA quarterly meeting held in Atlanta last week in which the FRA Regional Administrator was present. The FRA

expressed concerns over the safety culture of the Nashville & Eastern Railroad Corporation (NERC), and the operations of passenger service. The concerns were over a lack of documentation and well as operational issues.

Mr. Farquhar stated that he responded to the concerns, stating that he is aware of the issues and briefed the FRA on the steps being taken to improve the operations of the NERC. The implementation of the general code and special instructions is the first step. He also stated that the NERC is very cooperative in implementing these changes.

Mr. Farquhar is assisting to implement the appropriate drug and alcohol program, worker training, as well as general code. Mr. Turnage stated that 98% of deficiencies were track deficiencies that the upgrades are addressing. The operational deficiencies were various, one being the use of the wrong reporting form for alcohol and drug testing

Diane Davidson participated in the quarterly meeting via conference call. She stated the view of the FRA concerns. The FRA has still not completed its report of the accident that occurred last year. She stated that the FRA had concerns over poor documentation, no emergency preparedness plan and grave concerns over the method of installation of the new rail. It was summed up as a great concern over a culture of short cuts. Mrs. Davidson stated this must be overcome. Rick Beals, also of TDOT, stated that the oversight of the NERC will be stepped up during the remainder of the construction. Mr. Beals stated the problem is that the NERC continues to violate the same rules after being warned. This is an underlying problem of the culture of the NERC.

Mr. Tom Brashear stated that he wanted to do whatever it takes to move this project forward. All violations have been NERC. Diane Davidson followed up with stating there have been concerns for years on the safety of the operations on this line.

Paul Price stated that he was cognizant of the safety issues that needed to be built in order to operate this service and that as the project moves forward, major improvements to the operations and the culture will be evident. Paul Ballard mentioned that RTA will be the principle customer of the NERC and we are finding a willingness to work with the RTA on improving these issues.

Diane Davidson stated she does not have confidence in the November start date. FRA and TDOT have requested corrective actions and an updated time line to get to start of service. RTA will prepare an implementation plan of the actions and measures to correct these deficiencies for the next meeting.

b. Operations and Maintenance Update

Mr. Bill Farquhar briefed the committee on the status of the contract with TSG. Price and terms have been reached. The contract will not be executed until the level of liability insurance requirements are finalized with the NERC and the NERA.

The RTA has hired a firm to perform a risk assessment of the actual operation to determine the true level of exposure. The RTA will be reporting this to the NERA Executive committee meeting in May.

c. Construction Update

Kevin Walker briefed the committee on the status of the construction of signals and track. He also mentioned the status of the stations contracts. A handout was provided.

Mr. Walker commented on the FRA concerns regarding the installation of the continuous welded rail. The process was to lay the rail, adjust the temperature at a later date and anchor at that time.

The concern was over the fact that if there was too much rail laid, it could pose a problem in the interim. This issue has been addressed and corrective measures were implemented three to four weeks ago, when the RTA was made aware of the concern. Mr. Dunn asked what makes our process "archaic". Mr. Walker replied that the RTA is installing the rail, taking curves out, de-stressing, and then surfacing. The FRA concern is the freight movement on the rail in the interim.

d. Insurance Request for Proposal

Mr. Paul Price briefed the committee on an RFP which has been developed. The RFP is for insurance broker services to market the insurance required for passenger service operations. The broker must be adept in structuring the insurance and marketing this type of item. Given the recent incidents at Metrolink and Japan, the insurance market has become more difficult.

This is an information item only and the ECOC was asked to review and comment on the scope of work.

e. Ticket Vending Machine Update

Bill Farquhar briefed the committee on the purchase of the TVMs. Staff has been evaluating options for servicing and maintaining the machines. Central Parking currently does this for their machines as well as other properties in the area such as the Nashville Municipal Airport Authority (NMAA) and the Corps of Engineers (COE). They prepared a proposal to service the machines and this seems to be the only option available due to proprietary knowledge of the equipment. Rob Shearer made a motion to execute a sole source contract with Central Parking for the servicing and maintenance of the TVMs for a five year period, for an annual cost not to exceed \$75,000.00. Jeff Baines seconded, and the motion passed unanimously.

f. Marketing Update

Mrs. Hanne Flippen introduced Mrs. Betty Laurs of Booz Allen Hamilton. Betty Laurs briefed the committee on a meeting held with MTA to discuss the joint marketing opportunities as well as customer service issues. Schedules were discussed, as well as customer service and pass sales etc. The next step will be to meet with the MTA-IT department to discuss details on these items. There will be regular meetings held and staff will be back to the committee with a recommendation on the path forward.

Hanne Flippen briefed the committee on the excursion train with the State Legislature to be held that evening. She asked all that would be in attendance to proactively discuss the project with the legislators on the train.

At the March ECOC meeting, it was recommended a separate website be developed for the Music City Star. RTA Staff has been able to work with TDOT on this activity. The domain name has been registered and we are moving forward. Mr. Tom Brashear mentioned that the two finalists on the Nashville Star are from Wilson County. He asked if the Nashville Star sponsorship could be worked out for the project. Mrs. Flippen stated that she felt this was a good idea, and that the Marketing Team would follow-up accordingly.

Mr. Rob Shearer stated he believed it to be a good idea to register the domain names with the .com and .net extensions as well as the .org. He made a motion for RTA staff to pursue registering these names. Jeff Baines seconded and the motion passed unanimously. Hanne Flippen will work with the legal firm that registered the Music City Star name and logo to complete this task.

Mrs. Flippen updated the committee on the Operations Lifesaver campaign, which is kicking off. A detailed schedule has been issued for the presentation.

Funding Update

Mrs. Shumate updated the committee on the status of funds and the loan from the operator. A meeting will be scheduled with TML to discuss obtaining the funds directly through a Grant Anticipation Note (GAN). This is an information item only.

Other Business –

RTA staff briefed the committee on the NERA quarterly meeting held on April 21, 2005. The NERA Chair seemed to be uncomfortable with changes in the project.

The meeting was adjourned at approximately 11:30 a.m.