

**METRO RTA
APD (ASSET PROTECTION & DEVELOPMENT)
COMMITTEE MEETING MINUTES
KENMORE 2ND FLOOR MEETING ROOM
WEDNESDAY, JANUARY 22, 2020
9:30 A.M. – 10:00 A.M.**

ITEM 1: CALL TO ORDER:

- Dawn Distler, Quentin Wyatt, Shawn Metcalf, Lori Stokes, Jay Hunter, Chuck Rector
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ITEM 2: COMMITTEE MINUTES:

- Jay skimmed through the minutes of the December meeting and asked for any discussion. Chuck replied, “No questions.”

ITEM 3: SUB-COMMITTEE REPORTS & POTENTIAL RESOLUTIONS:

- Employee Engagement Report
 - Three exits in December, no hires
 - OSHA Recordable at 7.61 YTD
 - DART Rate at 4.76 YTD
 - 3 work related injuries, 2 resulting in lost time
 - Employee Engagement Days purpose and utilization was discussed. The new Drug and Alcohol policy was passed out during this January’s EE days
 - KPIs:
 - Training Hours per Employee: 52.74 hours for 2019, 3.02 for December
 - Training Investment per Employee: \$15.66 for December
 - New Hire Success Rate: 83% for 2019 (33 of 40 retained)

- Safety & Security Report
 - 5 accidents in the month of December (1 SCAT, 3 Line Service, 1 Maintenance.)
 - 3 Accidents classified as Preventable and 2 accidents non-preventable.
 - End of year totals showed a 31.66% decrease in preventable accidents and a 15.21% decrease in total accidents for 2019.
 - METRO hosted the OPTA Security Committee Meeting
 - Quentin Wyatt attended the APTA Mid-Year Safety Seminar on December 2nd-5th.

- The Safety and Protection Department is working with Operations trainers on this year's Operator Refresher course.
- Quentin Wyatt gave an update on the Public Transit Safety Plan

ITEM 4: SET TIME & DATE FOR NEXT MEETING

9:30 A.M. Wednesday, February 19, 2020 at Kenmore Board Room

ITEM 5; ADJOURN