

RESOLUTION NO. R2017-13
Adopting a Safety Policy

MEETING:	DATE:	TYPE OF ACTION:	STAFF CONTACT:
Executive Committee	04/06/2017	Recommend to Board	Mike Harbour, Deputy Chief Executive Officer
Board	04/27/2017	Final Action	Salah Al-Tamimi, Director of Safety & Quality Assurance Robert Taaffe, Senior Construction Safety Manager

PROPOSED ACTION

Adopting a Safety Policy

KEY FEATURES SUMMARY

- This action establishes the Board’s commitment to the safety of passengers, employees, contractors, emergency responders and the public through the adoption of a Safety Policy.
- The policy is a key first step in establishing a Safety Management System (SMS) for the agency and focusing the agency’s safety management efforts on promoting a safety culture.
- The policy:
 - Emphasizes the importance of safe and healthy working conditions for all employees and requires that all employees receive adequate safety training, including awareness of the agency’s procedures for identifying and reporting safety concerns and hazards.
 - Requires the agency to measure safety performance using audits, performance indicators and targets to continually improve safety performance
 - Requires contractors to adhere to the agency’s safety management goals and processes
- The policy requires the chief executive officer to establish and implement a SMS, which includes promoting awareness of this policy to all Sound Transit employees, contractors, and consultants.

BACKGROUND

Sound Transit is committed to following guidance from the Federal Transit Administration (FTA) on how transit agencies should structure their safety programs. The SMS approach is the basis for FTA’s National Public Transportation Safety Program. A significant element of this framework is adoption of a safety policy to establish structure to identify and address safety and risks through proactive, real-time, and data-driven actions and decision-making.

FISCAL INFORMATION

While there is no direct fiscal action associated with the proposed action, occurrence of accidents or hazards may have fiscal impacts to the agency. Those impacts will be addressed as they are presented.

SMALL BUSINESS/DBE PARTICIPATION AND APPRENTICESHIP UTILIZATION

The safety policy will be shared with all contractors and consultants under contract to Sound Transit. This will include contractors and subcontractors that may be defined as a small business or have apprentices performing tasks on a Sound Transit contract.

PUBLIC INVOLVEMENT

Not applicable to this action.

TIME CONSTRAINTS

A one-month delay of this action would not create a significant impact.

ENVIRONMENTAL REVIEW

Jl 4/3/2017

LEGAL REVIEW

JW 4/3/2017

RESOLUTION NO. R2017-13
Safety Policy

A RESOLUTION of the Board of the Central Puget Sound Regional Transit Authority adopting a Safety Policy.

WHEREAS, the Central Puget Sound Regional Transit Authority, commonly known as Sound Transit, was formed under RCW Chapters 81.104 and 81.112 for the Pierce, King and Snohomish Counties region by action of their respective county councils pursuant to RCW 81.112.020; and

WHEREAS, Sound Transit is authorized to plan, construct and permanently operate a high-capacity system of transportation infrastructure and services to meet regional public transportation needs in the Central Puget Sound region; and

WHEREAS, in general elections held within the Central Puget Sound Regional Transit Authority district on November 5, 1996, November 4, 2008, and November 8, 2016, voters approved local funding to implement a regional high-capacity transportation system for the Central Puget Sound region; and

WHEREAS, the Federal Transit Administration issues directives or recommendations regarding public transit safety; and

WHEREAS, the Federal Transit Administration and industry best practice recommend establishing a safety management system to continually improve safety performance.

NOW, THEREFORE, BE IT RESOLVED by the Board of the Central Puget Sound Regional Transit Authority that a Safety Policy is adopted as follows.

1.0 Scope

1.1 This policy applies to all agency activities.

2.0 Policy

2.1 Sound Transit is committed to the safety of passengers, employees, contractors, emergency responders and the public and complies with applicable legal regulations, industry best practices and other requirements.

2.2 The chief executive officer is accountable for an agency safety management system that:

2.2.1 Maintains hazard identification, analysis and evaluation activities, including processes for employee safety reporting, to eliminate or mitigate safety risks using the most effective means or controls.

2.2.2 Promotes a safety culture with employee participation in safety reporting, communication and decision-making processes and active safety management of the agency's core business processes.

2.2.3 Provides safe and healthy working conditions for the prevention of work-related injury and illness.

2.2.4 Defines employee safety responsibilities and provides appropriate safety information and training to employees to ensure competence in safety management.

- 2.2.5 Measures safety performance using audits and realistic, data-driven performance indicators and targets, which are periodically evaluated and updated.
- 2.2.6 Continually improves safety management system processes to enhance performance.
- 2.2.7 Requires contractors to adhere to the agency's safety management goals and processes.

3.0 References

- 3.1 Board Resolution No. R2017-14 Security, Law Enforcement and Emergency Management Policy
- 3.2 Board Resolution No. 87 Reporting Improper Governmental Actions Policy

ADOPTED by the Board of the Central Puget Sound Regional Transit Authority at a regular meeting thereof held on April 27, 2017.



Marilyn Strickland
Board Vice Chair

ATTEST:



Kathryn Flores
Board Administrator