



August 23, 2021

To: Members of the Board of Directors

From: Darrell E. Johnson, Chief Executive Officer

Subject: Public Transportation Agency Safety Plan – Annual Review and Update

Overview

The Federal Transit Administration published the Public Transportation Agency Safety Plan regulation, 49 Code of Federal Regulations Part 673, on July 19, 2018, which took effect on July 19, 2019. Within this regulation, it is required that every agency receiving funds under the Section 5307 Urbanized Area Formula program (must develop and have adopted by the Board of Directors a Public Transportation Agency Safety Plan for its transit system. The Board of Directors adopted the Orange County Transportation Authority's Public Transportation Agency Safety Plan on May 11, 2020, as required. Consistent with the regulation, staff has conducted an annual review and recommended updates for Board of Directors consideration.

Recommendations

- A. Adopt the proposed 2021 Public Transportation Agency Safety Plan safety performance targets and administrative edits.
- B. Adjust the annual review and Board of Directors update to be scheduled on a calendar year basis to align with the calendar year reporting requirements of the Federal Transit Administration National Transit Database.

Background

The Health, Safety, and Environmental Compliance Department (HSEC) oversees safety compliance programs and the Public Transportation Agency Safety Plan (PTASP) adoption by the Orange County Transportation Authority (OCTA). The Board of Directors (Board) adopted OCTA's PTASP on May 11, 2020. The PTASP includes four primary components and 16 subcomponents.

Component 1: Safety Management Policy

Subcomponents:

- Written Statement of Policy
- Process for reporting unsafe conditions/near-miss incidents
- Safety management policy communication
- Authorities, accountabilities, and responsibilities

Component 2: Safety Risk Management

Subcomponents:

- Safety risk management process
- Safety hazard/near-miss incident identification and reporting
- Safety risk assessment
- Safety risk mitigation

Component 3: Safety Assurance

Subcomponents:

- Safety performance monitoring and measurement
- Hazard mitigation monitoring process
- Accident notification, investigation, and reporting
- Internal safety reporting program monitoring
- Management of change
- Continuous improvement

Component 4: Safety Promotion

Subcomponents:

- Safety training program
- Safety communication

OCTA has completed the first year of plan implementation and assessed overall safety program results against initial safety performance targets and the action items identified. In addition, some of the processes and tools described in the initial PTASP requires updating which must be reflected in a revised 2021 PTASP document.

Discussion

The safety performance targets initially adopted in the PTASP were associated with OCTA's National Transit Database (NTD) reportable events including fatalities, injuries, and safety events. Using a baseline rate per 100,000 vehicle revenue miles (VRM), datapoints were established that served as targets for the year's performance. When allocating a performance target for system reliability, a baseline was established for the number of road calls per VRM.

Baseline metrics that served as OCTA’s fixed-route bus performance targets are shown in the table below.

	Objective	Metric	Baseline	Target
Bus	Reduce Fatalities	Fatalities per 100K VRM	0.00	Maintain
	Reduce Injuries	Injuries per 100K VRM	0.59	Maintain
	Reduce Safety Events	Safety Events per 100K VRM	1.03	Maintain
	Maintain System Reliability	Miles between Road Calls	1 per 14K VRM	Maintain

Baseline metrics that served as OCTA’s paratransit service performance targets are shown below.

	Objective	Metric	Baseline	Target
Paratransit	Reduce Fatalities	Fatalities per 100K VRM	0.00	Maintain
	Reduce Injuries	Injuries per 100K VRM	0.00	Maintain
	Reduce Safety Events	Safety Events per 100K VRM	0.00	Maintain
	Maintain System Reliability	Miles between Road Calls	1 per 14K VRM	Maintain

OCTA met all the established safety performance targets except for fatalities. OCTA experienced one fatality on November 28, 2020, when a pedestrian intentionally jumped beneath the rear curbside tires that led to their death. This was a non-preventable event and did not occur due to any action or failure of the system or the coach operator.

OCTA fixed-route bus performance actuals are shown below.

	Objective	Metric	Target	Actuals
Bus	Reduce Fatalities	Fatalities per 100K VRM	0.00	0.007
	Reduce Injuries	Injuries per 100K VRM	0.59	0.22
	Reduce Safety Events	Safety Events per 100K VRM	1.03	0.80
	Maintain System Reliability	Miles between Road Calls	1 per 14K VRM	15,746

OCTA paratransit service actuals are shown below.

	Objective	Metric	Target	Actuals
Paratransit	Reduce Fatalities	Fatalities per 100K VRM	0.00	0.00
	Reduce Injuries	Injuries per 100K VRM	0.00	0.00
	Reduce Safety Events	Safety Events per 100K VRM	0.00	0.00
	Maintain System Reliability	Miles between Road Calls	1 per 14K VRM	28,822

OCTA's safety performance targets are established using data gathered from the Federal Transit Administration's (FTA) NTD reporting requirements. These requirements establish reporting criteria, and the timeline of which events are required to be reported. Events are required to be reported to the FTA every 30 days, with an annual report due by March of each year. The annual reporting requirement summarizes the events that have occurred throughout the calendar year. While OCTA adopted the PTASP as directed by the regulation in May 2020, this adoption date does not coincide with the required annual reporting each March. In order to align the reporting and adoption cycles, staff recommends switching the PTASP review cycle to a calendar year cycle that matches the reporting and data management requirements of the FTA's reporting cycle. This July 2021 update will go forward until the next annual review is rescheduled and performed in February 2023.

OCTA's action items for the implementation of new Safety Management System (SMS) processes and procedures are documented in Appendix A and were developed as part of the May 2020 PTASP. In review of the action items list, all items that required action and the allocation of resources were either completed on-time or delayed due to unforeseen circumstances caused by the coronavirus pandemic. In total, out of the 14 established action items, 11 were completed on time, one was delayed by four months, and two are still pending completion.

Some of the completed action items include, but are not limited to, the establishment of a staff PTASP/SMS Committee, the establishment of a documentation control/management system within SharePoint, PTASP/SMS communication tools and strategies, creation of an anonymous safety hazard reporting system, and the implementation of a formal risk assessment process.

One of the action items that had an unexpected delay due to the pandemic was the safety culture survey, originally scheduled to be completed by December 31, 2020. Due to a heightened number of employee communications regarding pandemic planning and response, the survey was intentionally delayed and completed in April 2021. The two outstanding action items remain in a pending status due to the development and programming of a new online software solution. OCTA is transitioning its HSEC and risk management data management system from an obsolete system called the Occurrence Tracking System (OTS) to a cloud-based solution called Origami. With this process underway, establishment of a single SMS data depository and a hazard/risk mitigation monitoring process have yet to be completed.

Upon review of the May 2020 PTASP and the organization's performance to date, staff is recommending updates to one safety performance target, future action item target dates, and significant changes to the processes described within the document that have changed.

One item realized during the first year of PTASP vehicle reliability monitoring was that Paratransit vehicles are less complex than a fixed-route bus and therefore are more reliable in performance. Increased reliability leads to decreased road calls. Staff is requesting that the system reliability target for paratransit be changed to one road call per 25,000 VRM and all other safety performance targets remain the same for the upcoming PTASP cycle (2021-2022).

Recommended edits to the PTASP include the following.

Section	Recommended Edits
4.0	Adopt new Paratransit miles between road calls safety performance target to 25,000 VRM
Acronyms, 6.3, 7.1, 7.3	Change OTS references to Origami
Appendix B	Update risk assessment process to reflect changes in risk ranking/rating criteria and designed features within Origami
Appendix A	Adopt a new timeline date for incorporation of OC Streetcar into PTASP - 2022 PTASP update
Appendix A	Adopt new timeline for establishment of a hazard/risk mitigation monitoring process – Q4 2021 (December)
Appendix A	Adopt new timetable for the establishment a single data depository for safety and SMS data/dashboard – Q4 2021 (December)

Summary

Staff is requesting the Board accept OCTA's updated May 2021 PTASP and 2021 annual review, thereby confirming compliance with federal law. In addition, staff is requesting that the annual review and Board update be adjusted to a calendar year basis to align with FTA NTD reporting requirements.

Attachments

- A. Orange County Transportation Authority Public Transportation Agency Safety Plan, July 2021 (Redlined)
- B. Public Transportation Agency Safety Plan Annual Review, June 2021

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