

## COUNTY OF MILWAUKEE

### Inter-office Communication

DATE: 12/30/2022  
TO: Marcelia Nicholson, Chair, County Board of Supervisors  
FROM: Donna Martin-Brown, Director, Department of Transportation  
SUBJECT: From the Director of the Department of Transportation and Interim Managing Director of the Milwaukee County Transit System (MCTS), requesting approval of the MCTS Agency Safety Plan Update  
FILE TYPE: Action

#### REQUEST

Per the Federal Transit Administration (FTA), Public Transportation Agency Safety Plan (PTASP) updates must be approved by the Milwaukee County Board of Supervisors.

#### POLICY

On July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Rule requiring large public transportation systems to develop a plan that includes processes and procedures to implement Safety Management Systems (SMS).

#### BACKGROUND

SMS is a formal, organization-wide approach to managing safety risks and assuring the effectiveness of safety risk mitigation activities. Implementing the PTASP will enable MCTS to proactively address organizational problems that lead to safety hazards, identify system-wide trends in safety and manage emerging hazards before they result in incidents or accidents. The MCTS Agency Safety Plan addresses FTA requirements for key elements such as:

- Safety performance targets
- Safety policies, procedures, and accountabilities
- Safety risk management strategies and safety assurance procedures
- Safety promotion and training and communication efforts aimed to inform employees about how to identify and report safety concerns.

Overall, the safety plan formalizes and elevates MCTS's commitment to building a strong safety culture across the organization. The Agency Safety Plan is available for review online at [www.ridemcts.com/agencysafetyplan](http://www.ridemcts.com/agencysafetyplan)

#### ALIGNMENT TO STRATEGIC PLAN

Positive safety culture must be generated from the top-down. Actions, attitudes, and decisions at the policy-making level must demonstrate a genuine commitment to safety. Safety must be recognized as the responsibility of each employee with the ultimate responsibility for safety resting with the Managing Director of MCTS. Employees must trust that they will have management support for decisions made in the interest of safety while recognizing that intentional breaches of safety will not be tolerated. In brief, the MCTS Safety Policy follows:

*MCTS is committed to Safety Management Systems (SMS) as a systematic and comprehensive approach to identifying safety hazards and risks associated with transit system operations and related maintenance activities.*

RECOMMENDATION

Public Transportation Agencies must obtain approval for all updates and modifications of their agency safety plan by the governing Board, in this case, the Milwaukee County Board of Supervisors. The Director, Department of Transportation recommends adoption of the Agency Safety Plan updates.

FISCAL EFFECT

There is no fiscal impact to approve updates to the MCTS Agency Safety Plan. Operating costs related to safety management are already a part of annual budget as approved by the Milwaukee County Board of Supervisors. The Plan will be implemented and managed with existing staff time.

TERMS (If applicable)

N/A

VIRTUAL MEETING INVITES

Daniel Basile, Chief Operations Officer, MCTS  
Denise Wandke, Interim President and Managing Director, MCTS

PREPARED BY:

Daniel Basile, Chief Operations Officer, MCTS  
Denise Wandke, Interim President and Managing Director, MCTS

APPROVED BY:

*Julie Esch, Deputy Director*

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Donna Brown-Martin  
Director, Department of Transportation

ATTACHMENTS:

MCTS Agency Safety Plan - November 2022