



**Federal Transit Administration
Office of Safety and Security (TPM-30)**

Fiscal Year (FY) 2007 Accomplishments

September 30, 2007

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Introduction

The Federal Transit Administration (FTA), Office of Safety and Security (TPM-30) provides an integrated set of oversight and technical assistance programs designed to prevent public transportation fatalities, injuries, property damage and system interruption, and to ensure the capability to respond effectively to those accidents, security incidents, and emergencies that do occur.

TPM-30 Mission: Provide leadership and vision in the development and management of programs and initiatives to improve continually the safety of passengers, employees, emergency responders, and all others who come into contact with the public transportation system.

TPM-30 is accountable for the quality of its services and the usefulness of its products to industry. Whether overseeing implementation of safety regulations, providing training, developing guidelines and best practices manuals, partnering with other Federal agencies and industry associations, or creating programs to encourage voluntary improvements in safety and emergency preparedness, TPM-30 activities must be driven by clear goals and must be assessed on a recurring basis to determine their effectiveness.

In FY 2007, TPM-30 established a new program for tracking its activities and performance. This report has been prepared to highlight the accomplishments of TPM-30 during FY 2007.

Background

In carrying out its programs and activities for FY 2007, TPM-30 was committed to addressing the safety, security, and emergency preparedness goals specified in the *U.S. DOT Five-Year Strategic Plan, FY 2006 to 2011* and in FTA's *FY 2007 Annual Performance Plan*. These goals includes the following:

U.S. DOT Five-Year Strategic Plan, FY 2006 to FY 2011

- Goal #1: Enhance public health and safety by working toward the elimination of transportation-related deaths and injuries.
- Goal #5: Balance transportation security requirements with the safety, mobility and economic needs of the Nation and be prepared to respond to emergencies that affect the viability of the transportation sector.

FTA FY 2007 Annual Performance Plan

- Promote the public health and safety by working toward the elimination of transit-related deaths, injuries, property damage and the improvement of personal security and property protection.
- Build partnerships with all public transportation agencies, stakeholders, and other Federal agencies to create a transit environment that is safe and secure for all Americans.

Specific activities to be performed to address U.S. DOT and FTA safety and security goals for FY 2007 were documented in FTA's *Annual Performance Plan (APP) FY 2007*.

- FTA's *APP Goal #1 - Safety Oversight Program Management* identified the specific activities and deliverables for FTA's safety program.
- FTA's *APP Goal #10 – Emergency Response Readiness* identified the specific activities and deliverables for FTA's security and emergency preparedness program.

To implement the activities required to meet APP Goal #1 and APP Goal #10, TPM-30 developed its *FY 2007 Master Plan*. This plan detailed TPM-30's FY 2007 work program, highlighting both those activities necessary to address FTA's APP goals and other activities that TPM-30 would perform to ensure continuous improvement in the public transportation industry's safety, security and emergency preparedness programs.

Throughout FY 2007, TPM-30 used its master planning process to track the performance of its programs and to ensure that all required activities were performed. Not only did TPM-30 achieve all activities required to meet *APP Goal #1 - Safety Oversight Program Management* and *APP Goal #10 – Emergency Response Readiness*, but TPM-30 also carried out a number of other important initiatives to respond to emerging safety, security and emergency preparedness issues and to enhance core competencies in the public transportation industry.

TPM-30 Programs

In FY 2007, TPM-30 managed 13 distinct programs to deliver its services:

- State Safety Oversight Program
- Drug and Alcohol Program
- Transit Bus Safety and Security Program
- Next Generation Security and Emergency Management Technical Assistance Program (now called FTA's Five-Year Strategic Planning Program)
- Safety and Security Training Program
- Safety and Security Website
- Safety and Security Data Acquisition and Analysis
- Transit Safety and Security Roundtable Program
- Connecting Communities Program
- Transit Watch
- Emergency Coordination Program
- Fire/Life Safety Programs
- Special Programs

Collectively, these programs made significant strides in FY 2007 to enhance the public transportation industry's safety culture, to improve core competencies in security and emergency preparedness, and to advance FTA's institutional and regulatory framework through strengthened partnerships with other Federal agencies and industry associations.

FY 2007 Accomplishments

For each TPM-30 program, the tables below identify the activities that were proposed to be conducted in FY 2007, the actual activity that was performed, and its status by the end of FY 2007. Status is defined according to the following color-coded system:

STATUS TRACKING

■ = On Target

■ = At Risk

■ = Late

In addition, if the activity was tracked as part of the FTA *FY 2007 Annual Performance Plan*, a check mark (✓) is included in the last column.

Appendix A provides the tracking matrices submitted for Goal #1 and Goal #10 of the FTA 2007 *Performance Plan*.

State Safety Oversight Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Monitor, track, and close out Findings of Non-Compliance on Initial Submissions made by the 26 State Safety Oversight (SSO) Agencies.	More than 300 Findings of Non-Compliance resolved.	■	
Update the SSO Audit Program to reflect the revised 49 CFR Part 659, including development of a new Audit Manual, a new set of Audit Checklists, a new Audit Notification Process, and a new document review and evaluation process.	Completed.	■	
Conduct a minimum of eight audits of State Safety Oversight agencies using the revised audit process.	9 audits completed, with a 10 th audit in progress.	■	✓
Conduct a Safety and Security Readiness Review (SSRR) at a New Starts rail agency and its newly designated SSO agency.	Initial and follow-up SSRR conducted for CATS and NCDOT.	■	
Receive, review and approve the 2006 Annual Submissions and Certifications from the 26 SSO agencies.	Completed.	■	
Develop a training curriculum for State Safety Oversight (SSO) Agency Program Managers.	Curriculum developed and disseminated.	■	✓
Establish Individualized Training Plans (ITPs) for each SSO Program Manager to document how he or she will participate in the SSO Training Curriculum.	Completed.	■	
Conduct one SSO workshop, designed to provide training to both State Safety Oversight agencies and rail transit systems overseen by these State agencies.	Attended by over 90 SSO and RTA representatives.	■	✓
Conduct an invitational training workshop for SSO Program Managers.	Attended by 40 SSO representatives.	■	
In partnership with the Office of Engineering, complete and publish in <i>Federal Register</i> , FTA Guidance Circular 5800.1, Safety and Security Management in Major Capital Projects.	Published in the <i>Federal Register</i> on June 21, 2007.	■	
Develop Frequently Asked Questions and training presentation to support implementation of FTA Guidance Circular 5800.1.	Completed and disseminated to Regional Offices.	■	
Provide technical assistance in the form of newsletters, templates, guidelines and training materials.	Materials developed and disseminated.	■	
Conduct in-depth safety analysis and develop FTA's 2007 Rail Transit Safety Action Plan and Top 10 Safety Action Priorities.	Completed.	■	
Support interagency cooperation and coordination with FRA, NTSB, GAO, OIG, and other agencies.	Response to NTSB R-02-19 and R-06-3 through R-06-6; Close-out of GAO recommendations for the SSO Program, and coordination with FRA on safety waivers.	■	

Drug and Alcohol Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Conduct drug and alcohol testing compliance audits at a minimum of 18 sites, which will include both section 5307 grantees and State program managers of FTA sub-recipients	47 audits completed at 5307 recipients and five (5) audits completed at States with 5311 sub-recipients.	■	✓
Conduct 2 nd Annual Drug and Alcohol Testing National Conference	Attended by over 400 representatives from transit agencies, vendors and contractors.	■	
Conduct four (4) Drug and Alcohol Testing Seminars in regional locations throughout the nation.	Completed.	■	
Receive U.S. DOT Drug and Alcohol Testing Data Collection Forms from affected grant recipients and manage data in Drug and Alcohol Management Information System (DAMIS).	Completed.	■	
Recommend 2007 random testing rates for the drug and alcohol program.	25% and 10% random test rates established for drug and alcohol, respectively.	■	
Provide technical assistance in the form of newsletters, templates, guidelines and training materials.	Materials completed and disseminated.	■	
Distribute post-accident threshold laminated cards to support the efforts of transit supervisors with responsibility for making post-accident drug and alcohol testing determinations.	Completed.	■	

Transit Bus Safety and Security Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Develop "Dear Colleague" Letter to introduce new Transit Bus Safety and Security Program initiatives.	Completed and disseminated.	■	
Develop <i>Transit Bus Safety and Security Program: New Initiatives</i> brochure.	Completed and disseminated.	■	
Establish Working Group (comprised of industry representatives and Federal partners) to review and approve guidance materials, to establish short- and long-term goals for the program, and to partner with TPM-30 to monitor program implementation.	35 members participate in the Working Group.	■	
Conduct Working Group teleconferences, outreach and coordination.	Completed.	■	
Develop a resource library of existing materials available to support implementation of bus safety, security and emergency preparedness programs and identify gaps.	Completed.	■	
Develop Transit Bus Safety and Security Program on-site assessment checklist.	Completed.	■	
Conduct four (4) voluntary on-site assessments and deliver reports.	Completed, with 10 more scheduled.	■	✓
Develop prototype Bus Transit Safety and Security website.	Completed, full website will be available in 2008.	■	
Conduct outreach for the Bus Transit Safety and Security Program at several national conferences and meetings.	Completed.	■	

Next Generation Security and Emergency Management Technical Assistance Program (now called FTA's Five-Year Strategic Planning Program)

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Create a database tracking grantees' expenditures to meet the 1% security expenditure requirement and determine if there are any additional data needs to meet information requests stemming from statutory provision.	Completed and populated with data from the Triennial Review process, to include emergency preparedness.	■	✓
Develop <i>Security and Emergency Management Technical Assistance for the Top 50 Transit Agencies - Final Report</i>	Completed and disseminated.	■	
In coordination with TSA, update FTA's Top 17 Security Action Items website.	Revised to align with the TSA BASE Assessment.	■	
Update FTA's Recommended Protective Measures for responding to Homeland Security Advisory System (HSAS) threat levels.	Completed and disseminated.	■	
In partnership with TSA and APTA, develop Sensitive Security Information (SSI) Guidance Document.	Completed.	■	
Develop Security Manpower Planning Model to support the activities of public transportation agencies in determining staffing levels to support their security programs	Completed and populated for two pilot agencies.	■	
Inventory all safety, security, and emergency preparedness programs developed for public transportation agencies by FTA, TSA, FEMA, and other agencies.	Completed, based on document review and more than 70 interviews.	■	
In partnership with DHS, TSA, FEMA, and APTA identify gaps, inconsistencies, and redundancies in technical assistance provided for TPM-30 security and emergency preparedness programs.	Completed.	■	
Work with FTA Safety Team Leader and Safety and Security Training Coordinator to identify gaps, inconsistencies, and redundancies in technical assistance provided for TPM-30 safety programs.	Completed.	■	
Develop initial Five-Year Strategic Plan	Completed.	■	

Safety and Security Website

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Upload FY 2007 publications to FTA website.	Completed.	■	
Manage "What's New?" email notification system.	Completed.	■	
Continue to revise and enhance "look and feel" of website.	Completed.	■	
Coordinate training and conference postings.	Completed.	■	

Safety and Security Training Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Revise Rail System Safety course and conduct one pilot course, revision reflects recent changes to 49 CFR Part 659 requirements and increase focus on safety in the project development phases.	Pilot completed and two additional deliveries provided in FY 2007.	■	✓
Conduct five (5) deliveries of the Counterterrorism Strategies & Terrorist Activity Recognition Training course.	Completed 17 Counterterrorism Strategies offerings.	■	✓
Conduct 20 deliveries of Terrorist Activity Recognition & Reaction (TARR).	Completed 32 Terrorist Activity Recognition & Reaction offerings.	■	✓
Implement FY 2007 Safety Training Plan, including more than 80 deliveries of the 20 distinct safety and operations courses offered through the Transportation Safety Institute (TSI).	Completed.	■	
Implement FY 2007 Security Training Plan, including more than 60 deliveries of the 15 distinct security and emergency preparedness courses offered through TSI and the National Transit Institute (NTI).	Completed.	■	
Develop Draft Strategic Curriculum Development (SCD) Guidance and templates.	Completed.	■	
Develop new safety courses to address identified gaps in overhead catenary hazards awareness and safety, alternative fuel safety, improving the effectiveness of Health and Safety Committees, and electrical safety in the transit environment.	Completed.	■	
Develop new security and emergency preparedness courses to address identified gaps in implementation of the National Incident Management System, managing pick-pocketing and theft, bus control center WMD event management, front-line personnel WMD awareness, and community transportation security needs.	Completed.	■	
Coordinate with TSA and FEMA regarding Transit Security Grant Program funding for FTA-sponsored training programs.	Completed.	■	

Transit Safety and Security Roundtable Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Conduct 5 th Transit Safety & Security Roundtable, including Roundtable Report.	Completed in December 2006, and attended by over 130 people.	■	✓
Conduct 6 th Transit Safety and Security Roundtable, including Roundtable Report.	Completed in July 2007, and attended by over 160 people.	■	✓

Connecting Communities Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Conduct four (4) Connecting Communities Emergency Preparedness Regional Forums	Completed, with one additional forum provided.	■	✓

Safety and Security Data Acquisition and Analysis

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Provide financial and technical support to APTA in managing the Public Transportation Information Sharing and Analysis Center (ISAC).	Completed.	■	
Coordinate with TBP to support revisions to NTD Safety and Security Module and to obtain full access to CY 2005 and 2006 NTD data.	Completed.	■	
Coordinate with TBP regarding receipt of CY 2007 NTD data.	Completed.	■	
Coordinate with FRA's Office of Safety to ensure quarterly reports from FRA's RAIRS for FTA-funded commuter rail agencies and reports from FRA's Passenger Safety Working Group relating to commuter rail safety issues	Completed.	■	
Complete analysis and develop Safety and Management Information Statistics Annual Report and post dataset to FTA website	Completed.	■	
Perform special studies to support data and analysis requests from BTS, Congress, TSA, and FTA Offices.	Completed.	■	

Emergency Coordination Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Implement, in collaboration with DHS and in partnership with APTA, a collaborative program for the rapid deployment of vehicles, equipment, and personnel from cooperating transit agencies in the event of an emergency.	Completed with APTA ERPP, including a website to increase awareness and outreach training.	■	✓
Position FTA to support Emergency Services Function #1 - Transportation, under the National Response Plan.	Coordination on-going.	■	✓
Train the FTA Executive Management Team (EMT) on Emergency Response and Recovery.	Completed.	■	✓
Support DOT's Crisis Management Center during major events and emergencies.	Completed.	■	
Support immediate response to transit emergencies, including support conducting damage assessments, providing transit operations recovery planning, developing after-action reports, reviewing and revising the transit elements of emergency evacuation service plans.	Completed.	■	
Develop COOP for FTA and provide training.	Completed.	■	
In partnership with DHS and APTA, continue to provide support for the development of the Public Transportation Pandemic Flu Guidance Sub-Sector Plan.	Completed, with draft Guidance expected in December 2007.	■	
Manage contract for Coach America Bus Evacuation Services.	Executed.	■	
Conduct "brown bag" lunch talks with FTA employees.	Completed, with more scheduled.	■	

Transit Watch

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Develop and disseminate enhanced Transit Watch Toolkit to include the transit evacuation "Listen, Look, Leave" campaign, the unattended items "Be Alert" and "Is this Yours?" campaigns, the "Five Step Strategy" for linking Transit Watch and Citizen Corps, and the Spanish language translation of the original Transit Watch campaign.	Completed, posted to the FTA website, and disseminated via CD-ROM.	■	

Fire/Life Safety Program

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Develop Draft Update to FTA's <i>Recommended Fire Safety Practices for Rail Transit Materials Selection</i> , which sets industry-wide recommendations for the materials to be used in transit vehicles to enhance fire resistance.	Completed.	■	
Establish Fire Safety and Analysis Program in partnership with the National Association of State Fire Marshals to analyze industry data regarding public transportation fires and to develop recommendations for preventing and fighting fires in the public transportation environment.	Partnership with National Association of State Fire Marshals was established and is moving forward.	■	

Other Programs

FY 2007 Proposed Activity	FY 2007 Actual Activity	Status	2007APP
Support light rail safety outreach through Operation Lifesaver to develop and produce light rail safety toolkit.	Completed.	■	
Conduct analysis to address transit fatigue management issues.	Completed.	■	
Support special investigations of safety and security issues.	Completed, Commuter Rail Safety Study and Event Data Recorder Study.	■	
Support Congressional requests for information, investigations being conducted by the Office of Inspector General, Government Accountability Office (GAO) studies, and National Transportation Safety Board (NTSB) investigations and recommendations.	Completed, including response to several safety reports made by transit employees, as well as requests from members of Congress.	■	

Appendix A

Appendix A contains the final tracking matrices for Goal #1 and Goal #10 of FTA's *2007 Annual Performance Plan*.

FTA Annual Performance Plan Detailed Report:

1. Safety Oversight Program Management

Deliverables	Milestones	■ Breakpoint	■ Breakpoint	■ Breakpoint	Status
1. Conduct a minimum of eight audits of State Safety Oversight agencies (L McElveen)	1 st qtr: Revise audit materials & set audit schedule	■ Audit materials not revised & no audit schedule	■ Partially developed audit materials & no schedule	■ Revised audit materials & set schedule	■
	2 nd qtr: 3 audits conducted	■ No audits conducted	■ 2 audits conducted	■ 3 audits conducted	■
	3 rd qtr: 3 audits conducted	■ 3 total audits conducted	■ 4 total audits conducted	■ 6 total audits conducted	■
	4 th qtr: 2 audits conducted	■ 4 total audits conducted	■ 6 total audits conducted	■ 8 total audits conducted	■
2. Conduct drug and alcohol testing compliance audits at a minimum of 18 sites, which will include both section 5307 grantees and State program managers of FTA sub-recipients (J Powers)	1 st qtr: Establish audit schedule	■ No proposed audit schedule	■ Partially developed audit schedule	■ Audit schedule established	■
	2 nd qtr: Audits conducted for 8 sites	■ Audits conducted at 3 sites	■ Audits conducted at 5 sites	■ Audits conducted at 8 sites	■
	3 rd qtr: Audits conducted for 5 sites	■ Audits conducted at 5 total sites	■ Audits conducted at 11 total sites	■ Audits conducted at 13 total sites	■
	4 th qtr: Audits conducted for 5 sites	■ Audits conducted at 10 total sites	■ Audits conducted at 15 total sites	■ Audits conducted at 18 total sites	■
3. Develop training curriculum for State Safety Oversight (SSO) Agency Program Managers (R Lyons)	1 st qtr: Review of existing training	■ No review performed	■ Partial review performed	■ Review completed	■
	2 nd qtr: Set schedule	■ No schedule	■ Partial schedule	■ Confirmed schedule	■
	3 rd qtr: Develop draft curriculum	■ Draft curriculum not developed	■ Draft curriculum partially developed	■ Draft curriculum developed	■
	4 th qtr: Final curriculum delivered	■ Final curriculum not developed	■ Final curriculum partially developed	■ Final curriculum developed	■
4. Conduct one SSO workshop, designed to provide training to both State Safety Oversight agencies and transit systems overseen by these State agencies (L McElveen)	1 st qtr: Establish work plan	■ No work plan	■ Partial work plan	■ Complete work plan	■
	2 nd qtr: Site logistics confirmed	■ No site	■ Tentative site	■ Confirmed site	■
	3 rd qtr: Invitations	■ No invitations sent	■ Invitations sent late	■ Invitations on-time	■
	4 th qtr: Workshop conducted	■ No workshop	■ Workshop conducted late	■ Workshop conducted on-time	■
5. Conduct site visits and deliver Model Bus Safety and Security Program to four transit agencies (C Ferguson)	1 st qtr: Establish work plan	■ No work plan	■ Partial work plan	■ Complete work plan	■
	2 nd qtr: Develop schedule	■ No schedule	■ Partial schedule	■ Full schedule	■
	3 rd qtr: Complete on-site materials	■ Materials not developed	■ Materials partially developed or late	■ Materials fully developed on-time	■
	4 th qtr: Conduct four site visits	■ Site visits not conducted	■ Site visits conducted late	■ Site visits conducted on-time	■
6. Revise Rail System Safety course and conduct one pilot course, revision reflects recent changes to 49 CFR Part 659 requirements and increase focus on safety in the project development phases (R Lyons)	1 st qtr: Prepare draft course materials	■ Draft materials not prepared	■ Draft materials partially prepared	■ Draft materials prepared	■
	2 nd qtr: Revised course completed and piloted	■ Course revision & pilot not completed	■ Course revision Completed & pilot not conducted	■ Course revision completed and 1 pilot offered	■
	3 rd qtr: Offer course to industry and SSO Program Managers	■ Course not conducted	■ Course conducted late	■ Course conducted on-time	■
	4 th qtr: Second course offering provided	■ Second course not conducted	■ Second course conducted late	■ Second course conducted on-time	■

FTA Annual Performance Plan Detailed Report:

Rationale: FTA manages an integrated set of oversight and technical assistance programs designed to prevent public transportation fatalities, injuries, property damage and system interruption, and to ensure the capability to respond effectively to those accidents and incidents that do occur. FTA's oversight and implementation of the State Safety Oversight Program and the Drug and Alcohol Testing Rule directly support the goal of enhanced public safety. (POC: Susan Schrueth, Mike Taborn, Mokhtee Ahmad) Due Date: September 30, 2007

1st & 2nd Quarter Noteworthy Accomplishments:

- SSO audit program was revamped to reflect revised 49 CFR Part 659 and four (4) SSO program audits were conducted.
- Drug and Alcohol audits were conducted at 26 urban 5307 grantees and three (3) state programs encompassing 24 non-urban 5311 sub-recipients.
- FTA's Drug and Alcohol Testing National Conference was conducted and training was provided for over 400 grantees, contractors and their vendors.
- A one-day Drug and Alcohol Testing Seminar was conducted in FTA Region 8.
- The Model Bus Safety and Security Working Group was established and its membership confirmed.
- The Model Bus Safety and Security technical assessment on-site schedule was established for 10 agencies.

3rd Quarter Noteworthy Accomplishments:

- 2nd Annual SSO Program Managers Workshop was conducted May 7-10, 2007. Invitational travel was provided for SSO Program Managers and specialized training was delivered for 40 representatives from 29 state oversight agencies.
- Two (2) additional SSO audits were conducted along with a Safety and Security Readiness Review (SSRR) at Charlotte Area Transit System (CATS) and North Carolina Department of Transportation (NCDOT).
- The SSO Program Managers Training Curriculum was completed and released to the SSO Program Managers.
- Drug and Alcohol audits were conducted at 10 urban 5307 agencies and one (1) State program, including 5311 sub-recipients.
- Two additional one-day Drug and Alcohol Testing Seminars were conducted.
- Second offering of Rail Transit System Safety conducted in April in Oklahoma City.
- Invitations were emailed and mailed in hard copy for the 11th Annual SSO Meeting, September 17-20, 2007 in Minneapolis, Minnesota.
- The Bus Transit Safety and Security Program Working Group Teleconference was conducted and meeting minutes and questionnaires were distributed.
- The Bus Transit Safety and Security Program on-site assessment checklist was finalized.
- The first voluntary review for the Bus Transit Safety and Security Program was conducted in Reno County, Kansas.
- Notification packages were sent for three (3) Bus Transit Safety and Security Program voluntary reviews to occur in the 4th Quarter of FY 2007.
- Work continued on the prototype Bus Transit Safety and Security website, and a brochure was developed and distributed for the program.
- Outreach for the Bus Transit Safety and Security Program was conducted at several national conferences and meetings.

4th Quarter Noteworthy Accomplishments

- 11th Annual SSO Program Meeting was conducted in Minneapolis, MN, September 17 to 20, 2007.
- Three (3) SSO audits were conducted for Michigan; Louisiana; Texas; and a fourth audit was initiated for the Tri-State Oversight Committee.
- Drug and Alcohol audits were conducted at 11 urban 5307 agencies and one (1) State program encompassing no less than 5 total 5311 sub-recipients.
- SSO Program Managers Training Curriculum was implemented, with Individualized Training Plans (ITPs) established for each SSO Program Manager, including registration for two FY 2008 TSI courses.
- Third offering of Rail Transit System Safety was conducted in July in Minneapolis, MN.
- Bus Transit Safety and Security Program self-assessment checklist was finalized.
- Voluntary reviews for the Bus Transit Safety and Security Program were conducted at three (3) agencies.
- The prototype Bus Transit Safety and Security website was deployed for and additional effective practices and templates were collected.

FTA Annual Performance Plan Detailed Report:

10. Emergency Response Readiness

Deliverables	Milestones	■ Breakpoint	■ Breakpoint	■ Breakpoint	Status
1. Conduct four Connecting Communities Emergency Preparedness Regional Forums (B Zamperini)	1 st qtr: Schedule confirmed	■ No schedule	■ 2 scheduled	■ 4 scheduled	■
	2 nd qtr: 1 forum conducted	■ No forum conducted	■ 1 forum conducted late	■ 1 forum conducted	■
	3 rd qtr: 3 forums conducted	■ 1 forum conducted	■ 2 or 3 forums conducted	■ 4 forums conducted	■
	4 th qtr: Summary report	■ No report	■ Late report	■ Completed report	■
2. Implement, in collaboration with DHS and in partnership with APTA, a collaborative program for the rapid deployment of vehicles, equipment, and personnel from cooperating transit agencies in the event of an emergency (K Lord)	1 st qtr: Work plan	■ No work plan	■ Late work plan	■ Work plan completed	■
	2 nd qtr: Schedule confirmed	■ No schedule	■ Partially confirmed schedule	■ Confirmed schedule	■
	3 rd qtr: Preliminary program	■ No preliminary program	■ Partial preliminary program	■ Full preliminary Program	■
	4 th qtr: Program complete	■ Program not implemented	■ Program partially Implemented	■ Program fully implemented	■
3. Conduct five sessions of the Counterterrorism Strategies & Terrorist Activity Recognition Training course (R Lyons)	1 st qtr: Work plan developed	■ No work plan	■ Work plan partially developed	■ Work plan completed	■
	2 nd qtr: Schedule confirmed	■ No schedule	■ 3 scheduled	■ 5 scheduled	■
	3 rd qtr: 2 sessions delivered	■ 0 delivered	■ 1 delivered	■ 2 delivered	■
	4 th qtr: All sessions delivered	■ 3 or less delivered	■ 4 delivered	■ 5 delivered	■
4. Conduct one Safety and Security Roundtable (B Zamperini)	1 st qtr: Conduct 1 st Roundtable	■ 1 st Roundtable not conducted	■ 1 st Roundtable conducted late	■ 1 st Roundtable conducted	■
	2 nd qtr: Site logistics and invitations	■ No site	■ Tentative site and no invitations	■ Confirmed site and invitations issued	■
	3 rd qtr: Conduct 2 nd Roundtable	■ 2 nd Roundtable not conducted	■ 2 nd Roundtable conducted late	■ 2 nd Roundtable conducted	■
	4 th qtr: Issue Report	■ No report issued	■ Report issued late	■ Report issued	■
5. Position FTA to support Emergency Services Function #1 - Transportation, under the National Response Plan (T. Tisdale)	1 st qtr: Work plan developed	■ No work plan	■ Work plan partially developed	■ Work plan completed	■
	2 nd qtr: Implementation schedule	■ No schedule	■ Partial schedule	■ Full schedule	■
	3 rd qtr: Initial activities performed	■ No activities performed	■ Partial performance	■ Full performance of activities	■
	4 th qtr: Complete	■ No support	■ Partial support	■ Full support	■
6. Create a database tracking grantees' expenditures to meet the 1% security expenditure requirement and determine if there are any additional data needs to meet information requests stemming from statutory provision (R Gerhart)	1 st qtr: Work plan developed	■ No work plan	■ Work plan partially developed	■ Work plan completed	■
	2 nd qtr: Database design complete	■ No design	■ Partial design	■ Full design	■
	3 rd qtr: Pilot implementation	■ No pilot	■ Partial pilot	■ Full pilot implementation	■
	4 th qtr: Database implemented	■ No implementation	■ Partial implementation	■ Full implementation	■
7. Train the FTA Executive Management Team (EMT) on Emergency Response and Recovery (T. Tisdale)	1 st qtr: Work plan developed	■ No work plan	■ Work plan partially developed	■ Work plan completed	■
	2 nd qtr: Set schedule	■ No schedule	■ Partial schedule	■ Full schedule	■
	3 rd qtr: Training materials developed	■ No training materials	■ Partially developed training materials	■ Training materials completed	■
	4 th qtr: Training	■ No training	■ Partial training	■ Training completed	■

FTA Annual Performance Plan Detailed Report:

Rationale: Post-Katrina and Rita evaluations indicate the need for improved local, State and Federal level emergency planning and response activities. The Department may be charged with additional responsibilities under the National Response Plan for evacuations of persons, including persons with disabilities. (POC: Mike Taborn, Dick Doyle, Michael Winter) Due Date: September 30, 2007.

1st & 2nd Quarter Noteworthy Accomplishments:

- Conducted 5th Transit Safety and Security Roundtable in New Jersey.
- Scheduled next Safety and Security Roundtable for Chicago in July.
- Conducted 14 deliveries of the Terrorist Activity Recognition Response (TARR) course.
- Conducted 8 deliveries of the Strategies for Counterterrorism course.
- Conducted 2 Connecting Communities Forums in Maryland and Houston.
- Completed design of database to track the expenditure of section 5307 funds on security and other security and emergency preparedness issues.
- Partnered with APTA Emergency Preparedness Task Force and DHS to develop an action plan for the rapid deployment of vehicles, equipment, and personnel from cooperating transit agencies for the 2007 hurricane season.
- Developed schedule for FTA EMT training on Emergency Response and Recovery.

3rd Quarter Noteworthy Accomplishments:

- Three (3) Connecting Communities Forums were conducted in Las Vegas, Los Angeles, and Columbus, OH.
- 17 deliveries of the Terrorist Activity Recognition Response (TARR) course were conducted.
- Six (6) deliveries of the Strategies for Counterterrorism course were conducted.
- Invitations and Travel Request Forms were mailed for the 6th Transit Safety and Security Roundtable.
- The database tracking grantees' responses to triennial review questions on disaster preparedness, and how grantees spend their 1% of Section 5307 formula funding for security expenditures, by category of spending, was piloted based on the top 30 transit agencies' latest available triennial reports;
- FTA continued to work with the APTA Emergency Preparedness Task Force and DHS to inventory resources and establish exact counts from participating transit agencies. FTA also worked to develop and promote the Emergency Response and Recovery Program (ERPP). Approximately 175 transit agencies and APTA business partners are participating.
- Training was provided to members of FTA's Executive Management Team (EMT) on Emergency Response and Recovery in conjunction with the Connecting Communities Emergency Forum effort. This training included headquarters and regional Continuity of Operations Planning efforts.
- All EMT staff members were provided an overview of the DOT/FTA Pandemic Influenza planned efforts.

4th Quarter Noteworthy Accomplishments:

- 1 delivery of the Terrorist Activity Recognition Response (TARR) course was conducted.
- 3 deliveries of the Strategies for Counterterrorism course were conducted.
- 6th Transit Safety and Security Roundtable was conducted between July 22 and 25, 2007 in Chicago, IL.
- Additional information was incorporated into the database tracking grantees' responses to triennial review questions on disaster preparedness and how grantees spend their 1% of Section 5307 formula funding for security expenditures to reflect all transit agencies completed triennial reports.
- FTA Working Group established with APTA to develop transit sector response plan for pandemic flu.
- FTA and APTA continued to market and promote the ERPP; a website was developed to increase awareness at: <http://www.apta.com/services/emergency/>. Additional outreach will occur to increase available inventory for use during an emergency.
- Training was completed for the FTA EMT on Emergency Response and Recovery.
- "Brown bag" lunch presentations were conducted with all FTA employees to cover building evacuations as well as other safety, security and emergency preparedness tips for on the job and while at home.