

**BI-STATE DEVELOPMENT
SAFETY AND SECURITY COMMITTEE MEETING
(VIRTUAL MEETING VIA ZOOM)
OPEN SESSION MINUTES
May 5, 2022
8:30 AM**

Committee Members Participating via Zoom

Rose Windmiller
Vernal Brown
Fred Pestello – Absent

Herbert Simmons, Chair
Derrick Cox
Irma Golliday

Other Commissioners Participating via Zoom

Sam Gladney
Nate Johnson – Absent

Terry Beach
Debra Moore

Staff Participating via Zoom

Taulby Roach, President and Chief Executive Officer
Brenda Deertz, Director of Executive Services
Barbara Enneking, General Counsel and Deputy Secretary
Myra Bennett, Manager of Board Administration
Charles Stewart, Executive Director Metro Transit
Kevin Scott, General Manager Security
Andrew Ghaissi, General Manager Safety, Chief Safety Officer
Scott Streckfuss, SCADA Systems Specialist, Maintenance of Way
Tim Nittler, Senior Director Capital Projects

Others Participating via Zoom

Loretto Freeman, ASL Interpreter

1. **Open Session Call to Order**
8:30 a.m. Chair Simmons called the Open Session of the Bi-State Development Agency, Safety & Security Committee Meeting to order at 8:30 a.m.
2. **Roll Call**
8:30 a.m. Roll call was taken, as noted above.
3. **Public Comment**
8:31 a.m. Myra Bennett, Manager of Board Administration, noted that no public comments were submitted for today's meeting.

4. Approval of the Minutes of the March 10, 2022, Safety & Security Committee, Open Meeting

8:32 a.m. The minutes of the March 10, 2022, Safety & Security Committee, Open Meeting, were provided in the Committee packet, for Board review. A motion to approve the minutes was made by Commissioner Windmiller and seconded by Commissioner Brown. **The motion passed unanimously.**

5. Design Solicitation Authorization for Professional Engineering Services – MetroLink Secure Platform Plan

8:32 a.m. A briefing paper was provided in the meeting materials, regarding a request that the Committee authorize design solicitation for professional engineering services for the MetroLink Secure Platform Plan (SPP). A presentation regarding this item was provided by Kevin Scott, General Manager Security. He noted that the Safe Platform Plan was developed to create centralized, highly secure customer entrances on platforms that marry security focused access control with enhanced Fare Media and Closed Circuit Television technology, complementing security personnel deployments. He noted that in 2017, Metro Transit issued a Task Order to their General Engineering consultant (Jacobs Engineering) to explore installing fencing and gates at MetroLink stations, and Jacobs Engineering developed preliminary concepts and an initial cost estimate, presented in a report titled “System Barrier Study Report.” Mr. Scott reported that, in the fall of 2021, Metro Transit issued Task Orders to their current general engineering consultant (WSP) to further the conceptual designs, investigate barrier and fencing types, as well as perform an Emergency Egress Study to ensure passenger safety was accounted for once the additional barriers and fencing were installed. He noted that the work products for these Tasks Orders included 10% level concepts, which encompassed building code compliant egress requirements. He stated that this work was completed in December, 2021.

Mr. Scott noted that the SPP project will take MetroLink from being an open system to a completely closed system. He provided a PowerPoint presentation, noting the timeline milestones for the project. He stated that, if authorization is granted by the Committee, the Request for Proposals (RFP) will be released today, and it is anticipated that the review of the proposals will be completed by June 14th. Mr. Scott stated that he will be requesting that the Board of Commissioners hold a Special Meeting on August 11th, in order to seek Board approval of a bid for the design work, and he anticipates that a “kick-off” meeting will be held on August 22nd.

Andrew Ghaissi, General Manager Safety, Chief Safety Officer, gave an overview of the highlights of the scope of work. Mr. Scott reviewed the project leadership organizational chart, and he noted that the Board of Commissioners will be kept informed of every aspect of the project. He noted that a blog has been created on the Agency’s internal portal, and the Commissioners have been granted access to that information. Mr. Ghaissi provided an overview of the project working groups and their tasks.

Commissioner Cox asked the cost of the original Jacobs Engineering study. President/CEO Roach stated that he does not have that exact figure, but will get that information for the Board. Commissioner Cox stated that he just wants to ensure that the study does not go to waste. He stated he would like to see this project move forward as quickly as possible and asked if there is a way to expedite the process. Mr. Scott noted that staff is working as quickly as possible; however, the Agency has a procurement process it must follow, with specific deadlines set forth

in the policy. Commissioner Cox asked why it appears that nothing is moving forward in the month of July. Mr. Scott explained the procurement process and deadlines, and noted that this is why he will be requesting a Special Meeting to be held on August 11th. Commissioner Simmons noted that the Board will appreciate any efforts to speed the process. Commissioner Beach thanked Mr. Scott and staff for the presentation, noting that the Design Scope of Work, Highlights, provides the media and public with the overall intent of the project and what the project encompasses. Mr. Scott noted that all technology related to the project must be integrated, as the project proceeds, and staff must ensure that all technology works in concert with one another. Commissioner Moore asked if there are revenue relationships that will need to be addressed, as the project moves forward. Mr. Roach noted that funding has been secured for the project. He stated that the Agency is now shifting from the political/funding aspects of the project to the actual design phase. He noted that the rail system consists of over 46 miles of track with 38 stations, and he stated that this is a huge project, noting that new fare media will also be involved. Mr. Roach reported that these multiple layers will require time. Chair Simmons posed questions regarding the private funding for the project. Mr. Roach reported that the majority of the funds have already been accepted; however, some funding will be contributed over time. He noted that the commitments and signatures have been received, and approximately 45% of the funding is already in the Agency's possession.

Commissioner Windmiller thanked Kevin Scott and his team for the information provided, noting that more planning on the front end of the project will make for a better outcome in the end, and she agreed that the Agency must ensure that this is an integrated system. She asked if the RFP includes design and construction, or if the construction phases will consist of a separate RFP process. Mr. Scott noted that the current request is for design phase only. Chair Simmons posed questions regarding funding of the project, and if any shortfalls are anticipated. President/CEO Roach stated that the Agency has used the Jacob's study in the financial planning of the project. He noted that with the current construction market, the budget is tight; however, he feels secure in the original estimates. Chair Simmons noted that it is his understanding that the issue of the radio system remains unresolved. He stated that the WSP report noted that this is a very important element in the security program, and he stated that this is a primary concern for him. Mr. Scott assured Chair Simmons that the Agency continues to work with its law enforcement partners on this issue, and he is not losing sight of that issue. Chair Simmons stated that the Agency must get the radio communications issue resolved. Commissioner Golliday asked if the SPP project will result in increased fares for our ridership. Mr. Roach stated that this is not contemplated at this time. He also noted that, if this is considered at some point, the Agency must do outreach to the public for input regarding fares, and any increase would require the approval of the Board of Commissioners. He stated that this is an issue that may be considered in the next several years.

A motion to approve the item as submitted was made by Commissioner Cox and seconded by Commissioner Windmiller. **The motion passed unanimously.**

6. Update: CCTV Upgrades and Police Department Feeds

9:18 a.m. A presentation regarding this item was provided by Scott Streckfuss, SCADA Systems Specialist, Maintenance of Way. He noted that CCTV Phase I, Project 2487, has a total budget of \$6,201,570.00, and includes three steps in the project. He stated that the first step is the Genetec video management system which will allow users to view live and export recorded video, alert users on video analytic alarms so they can respond to incidents quickly and effectively, while also including several administrative safeguards and maintenance capabilities. He noted that the

procurement requisition for equipment to be installed at Ewing initiated on April 29, 2022, and product delivery is expected by August 29, 2022, with installation scheduled for completion by September 18, 2022. Mr. Streckfuss stated that the second part of the project is the New Real-Time Camera Center and Public Safety Dispatch Center at Metro Bus Central Facility. He reported that construction of this project began on March 3, 2022, and is scheduled for completion by June 30, 2022. He stated that the target opening date for the Real-Time Camera Center and Public Safety Dispatch is January 2, 2023. Mr. Streckfuss stated that the third part of the project is the Network Upgrade of the XTRAN Operational Technology network to transport the live viewing and recording of modern CCTV cameras and an upgraded SCADA system. He noted that the XTRAN equipment was ordered on February 1, 2022 for Ewing, Emerson Park, College, and Memorial Hospital. He reported that product delivery is expected by May 23, 2022, and installation is scheduled for completion by June 13, 2022. Mr. Streckfuss stated that this part of the network upgrade will also provide increased bandwidth to SCC911 center sites. He noted that procurement requisition for the remaining XTRAN hardware was placed on May 2, 2022, in four parts, providing network hardware for a Core, Phase I, Phase II, and Cross County ring network. He stated that product delivery is expected by September 13, 2022, with installation scheduled for completion by November 13, 2022.

Chair Simmons asked when equipment will arrive for the St. Clair County project, and Mr. Streckfuss stated that the equipment should be delivered on May 23, 2022. Commissioner Moore asked if the projects noted have been taken into consideration, with the overall SPP project. Mr. Scott stated that the noted upgrades are a function of the SPP project and the overall security enhancements. He stated that he has ensured that these upgrades will be compatible with the SPP project. Commissioner Cox asked how these cameras compare to ones used by government entities. Mr. Scott stated that this system is line with best practices, and includes real time viewing, and includes an upgrade from analog to digital. Commissioner Cox noted that these improvements will be completed prior to the SPP project, and noted that the Agency may want to note these improvements to the media, to show the steps that are already being taken. Mr. Scott stated that Marketing and Communications will be releasing this information, as it is very important. Chair Simmons stated that communication is essential.

Mr. Streckfuss gave an update regarding the SCADA system upgrades, noting that the contract notice to proceed was given on April 22, 2022, and a detailed project schedule is currently under development. He reported that the project will be completed by December 30, 2024, to support the testing and operation of the Mid America Airport extension.

(This item was provided as information only.)

7. Unscheduled Business

9:30 a.m. There was no unscheduled business.

8. President/CEO Report

9:30 a.m. President/CEO Taulby Roach stated that the report given today regarding SPP, and the fundamental structure in the slide presentation, is what the Board of Commissioners can expect to see on a regular basis, as requested by Chair Windmiller. He noted that, if there is any area in that report that the Commissioners would like to see modified, to please let him know. Mr. Roach stated that support of Kevin Scott and his team is absolutely critical to the success of this project.

President/CEO Roach stated that the FTA Regional Administrator was in St. Louis on Monday and Tuesday. He reported that the SPP Report, as well as a full Security Report, was given to the Administrator and he was very supportive of the concepts moving forward, especially with regard to how these steps can lead to increased ridership. He noted that a report was also given to the Administrator regarding our Operator Assault Working Group, as the goal is to not only protect our customers, but also our Operators and frontline employees. He noted that FTA was very supportive of this concept as well, and committed to trying to secure additional funding for security and training. Mr. Roach noted that the Agency has released the most recent quarterly statistics for safety and security, and that data is available on the Agency website.

9. Call for the Dates of Future Board & Committee Meetings

9:33 a.m. Myra Bennett, Manager of Board Administration noted the following upcoming meetings:

Special Meeting – Board of Commissioners	Monday, May 9, 2022	8:30 AM
Operations Committee Meeting:	Friday, June 10, 2022	8:30 AM
Audit, Finance & Administration Committee:	Friday, June 10, 2022	Following OPS
Board of Commissioners Meeting:	Friday, June 24, 2022	8:30 AM

10. Motion to move Executive Session

9:34 a.m. Chair Simmons noted that the only item for consideration for the Executive Session agenda is the Approval of the Minutes of the March 10, 2022, Safety & Security Committee, Executive Session. He stated that, if there are no corrections to the minutes, and no discussion is needed, the Board could proceed to a vote, without going into Executive Session.

A motion to approve the minutes of the March 10, 2022, Safety & Security Committee, Executive Session, as presented as a closed record, was made by Commissioner Cox and seconded by Commissioner Windmiller. A roll call vote was taken as follows:

Rose Windmiller – Yea
Vernal Brown – Yea
Sam Gladney – Yea

Herbert Simmons – Yea
Derrick Cox – Yea
Irma Golliday – Yea
Debra Moore – Yea
Terry Beach – Yea

The motion passed unanimously.

11. Adjournment

9:35 a.m. Chair Simmons asked if there was any further business; being none, Commissioner Golliday made a motion to adjourn the meeting. The motion was seconded by Commissioner Brown. Unanimous vote in favor was taken. The motion passed, and the meeting was adjourned at approximately 9:35 a.m.



Assistant Secretary to the Board of Commissioners
Bi-State Development