



Safety & Security Committee

Open Meeting

Thursday, March 10, 2022 at 8:30 AM

Virtual Meeting

211 North Broadway, 6th Floor

St. Louis, MO, 63102



Safety & Security Committee Meeting -- March 10, 2022 at 8:30 AM

Notice of Meeting and Agenda

1. Call to Order	Approval	Chair Simmons
2. Roll Call		M. Bennett
3. Introduction of Captain Pete Morrow, Joint Task Force	Information	K. Scott
4. Public Comment	Information	Chair Simmons
5. Approval of Minutes of the August 12, 2021 Safety & Security Committee, Open Meeting	Approval	Chair Simmons
A. Draft Minutes - August 12, 2021 - Security Committee Open Meeting - 3		
6. License Monitoring Program	Approval	T. Curran
A. Briefing Paper - 7		
7. Update - Chestnut Health	Information	K. Scott
8. Update - Camera Feeds and Bandwidth - St. Clair County	Information	T. Roach / D. Curry
9. Unscheduled Business	Information	Chair Simmons
10. President/CEO Report	Information	T. Roach
11. Call for the Dates of Future Board & Committee Meetings	Information	M. Bennett
12. Motion to Move to Executive Session	Approval	Chair Simmons
<p>If such action is approved by a majority vote of The Bi-State Development Agency's Board of Commissioners who constitute a quorum, the Board may go into closed session to discuss legal, confidential, or privileged matters pursuant to Bi-State Development Board Policy Chapter 10, Section 10.080 (D) Closed Records: Legal under §10.080(D)(1); Security under §10.080(D)(11); and Rail, Bus, or Facilities Safety and Accidents under §10.080(D)(16).</p>		
13. Reconvene to Open Session	Approval	Chair Simmons
14. Adjournment	Approval	Chair Simmons

**BI-STATE DEVELOPMENT
SAFETY AND SECURITY COMMITTEE MEETING
(VIRTUAL MEETING VIA ZOOM)
OPEN SESSION MINUTES
August 12, 2021**

(Immediately following the Executive Committee Meeting)

Committee Members Participating via Zoom

Rose Windmiller
Vernal Brown
Fred Pestello

Herbert Simmons, Chair
Derrick Cox
Irma Golliday

Other Commissioners Participating via Zoom

Sam Gladney
Nate Johnson

Terry Beach
Justin Zimmerman

Staff Participating via Zoom

Taulby Roach, President and Chief Executive Officer
Brenda Deertz, Director Executive Services
Barbara Enneking, General Counsel
Myra Bennett, Manager of Board Administration
Kevin Scott, General Manager Security
Andrew Ghiassi, General Manager Safety/Chief Safety Officer
Tammy Fulbright, Sr. Vice President & Chief Financial Officer
Charles Stewart, Executive Vice President Organizational Effectiveness
Jessica Mefford-Miller, Executive Director Metro Transit

Others Participating via Zoom

Darrell Jacobs, ASL Interpreter
Shaunte Griffin-Rhodes, ASL Interpreter

- 1. Open Session Call to Order**
8:35 a.m. Chair Simmons called the Open Session of the Bi-State Development Agency, Security Sub-Committee Meeting to order at 8:35 a.m.
- 2. Roll Call**
8:35 a.m. Roll call was taken, as noted above.

3. Public Comment

8:36 a.m. Chair Simmons asked Ms. Bennett if any speaker cards were submitted for today's meeting. Ms. Bennett noted that no public comment cards were submitted.

4. Approval of the Minutes of the April 8, 2021, Safety & Security Committee, Open Meeting

8:36 a.m. The minutes of the April 8, 2021 Safety & Security Committee, Open Meeting, were provided in the Committee packet for review. A motion to approve the minutes, as submitted, was made by Commissioner Windmiller and seconded by Commissioner Brown. **The motion passed unanimously.**

5. Contract Amendment allowing for the Extension of the Grant Administration Agreement for Additional Metro Security Scorecard Updates and Implementation Assistance

8:37 a.m. A briefing paper was provided in the meeting materials, regarding a request that the Committee accept, and refer to the Board of Commissioners for approval, a Contract Amendment allowing for the extension of the Grant Administration Agreement for additional Metro Security Scorecard Updates and implementation assistance. A presentation regarding this item was provided by Kevin Scott, Director of Public Safety. He noted that, although significant progress has been made, implementation is still a work in progress, relating to three specific items contained in the WSP report. He noted that the Agency has had a relationship with WSP since 2018, and he feels that an extension of the contract is important in successfully implementing all of the recommendations that have been made. He noted that the cost for four additional scorecards and assistance would be approximately \$29,000; however, there are remaining funds to cover a portion of this cost, and staff would be asking for approximately \$14,624 to cover the additional costs. Mr. Scott noted that some of the ongoing items to be evaluated include the establishment of performance criteria, technology upgrades, and environmental design. Andrew Ghiassi, General Manager Safety, stated that in addition, there are a number of issues where the Agency did not score as high as it would have liked, and would like to work with WSP to raise those scores.

Commissioner Simmons posed questions pertaining to the areas that are in need of improvement, and asked if there will come a time when the implementation and review will be performed in-house. Mr. Scott stated that he is a proponent of a third party, outside review. Commissioner Windmiller stated that she did not see anything in the materials that specified what the extension covers, and would appreciate that information. Mr. Scott stated that staff will provide a more detailed breakdown. Commissioner Windmiller indicated that she feels that continuing to have third party oversight to provide information to the public should be included, going forward. President/CEO Roach noted that TAWG has also been an important part of third party review, and he noted that Internal Audit may also be able to provide additional overview and insight going forward. Commissioner Zimmerman stated that the scorecards have been a good evaluation tool regarding the implementation of the WSP plan; however, may not be the best evaluation regarding whether or not the changes are working. He stated that he feels that it is time to move beyond the "scorecards", and feels that this evaluation tool has run its course. Commissioner Simmons stated that he feels that the Agency is closer to achieving its goals than it has been, especially with regard to communication. He noted that Jim Wild, East-West Gateway, has been extremely instrumental in that regard. Commissioner Cox posed questions regarding why the code of conduct signage has not been placed. Mr. Ghiassi noted that there has been a change to the signage, in order to make it more visible. Commissioner Pestello stated that he feels that much has been accomplished. He stated that it is important to remember that we do not

need to “reinvent the wheel”, but borrow ideas from other systems that are working. President//CEO Roach noted that information from other peer agencies has been included, and the Agency will be using other peer agencies in the future to critique our progress. He noted that the Agency has built strong relationships through this process, especially with East-West Gateway.

A motion to approve the item, as submitted, was made by Commissioner Windmiller and seconded by Commissioner Brown. **The motion passed.** (Commissioner Zimmerman asked that it be noted that he voted nay regarding this issue.)

6. Memorandum of Understanding with the St. Louis County, Missouri, Police Department for Secondary Police Officers

8:58 a.m. A briefing paper was provided in the meeting materials, regarding a request that the Committee accept, and refer to the Board of Commissioners for approval, authorization of the President and CEO to execute a Memorandum of Understanding with the St. Louis County, Missouri, Police Department for Secondary Police Officers, in order to obtain the services of secondary St. Louis County Police Officers. A presentation regarding this item was provided by Kevin Scott, Director of Public Safety, noting that Metro Security currently has a pool of secondary officers, who work on a voluntary basis, at the rate of \$33 per hour. He noted that a larger pool of officers is needed. Commissioner Gladney asked if the Agency has any pension obligations for this work, and if an analysis has been performed relating to this issue. Mr. Scott noted that the agreements are not coordinated through the Officers’ Police agency. Barbara Enneking, General Counsel, stated that these types of agreements have been in effect for many years, and have been vetted; however, the Agency can reexamine this issue and provide the Board with an updated response.

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

7. Update - Allied Universal Acquisition of G4S Solutions

9:04 a.m. A memo was provided in the meeting materials, regarding the acquisition of G4S Solution by Allied Universal. A report regarding this item was provided by Kevin Scott, Director of Public Safety. He noted that Allied Universal has been given an overview of the contract. He stated that, as of October 8th, the patch on the uniform will change; however the remainder of the uniform, and the terms of the contract, will remain the same. Commissioner Windmiller asked if there was a vaccination policy in place for the contracted security team. Mr. Scott stated that, at this point, they are not requiring vaccinations. Commissioner Windmiller stated that she would like to know the vaccination rate of those officers.

8. President/CEO Report

9:06 a.m. President/CEO Taulby Roach noted that a MetroLink Task Force Incident Report has been included in the meeting materials for review. He noted that this report provides a snapshot of how things are going. He noted that, over time, these reports will be important, as to identify trends. Commissioner Zimmerman stated that, it is premature to do hard comparisons; however, he feels that it will be important to have a third party review this information to provide clarity to the Committee regarding this information.

9. Unscheduled Business

9:09 a.m. There was no unscheduled business.

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

9:09 a.m. Ms. Bennett noted the following upcoming meetings:

Audit, Finance & Administration Committee:	Friday	August 20, 2021	8:30 AM
Board of Commissioners Meeting:	Friday	September 24, 2021	8:30 AM

11. Motion to move Executive Session (if needed)

9:09 a.m. Chair Simmons requested a motion to allow the Committee to move into closed session as permitted under Bi-State Development Board Policy, Chapter 10, Section 10.080, (D) (1) – Legal, (D) (10) – Security, and (D) (16) – Rail, Bus or Facilities Safety and Accidents. He also noted that that the information being provided in Executive Session is for information only, and no votes will be needed; therefore, if there are no objections, he would also recommend that the meeting be adjourned at the Executive Session, without returning to the Open Meeting.

A motion to move into Executive Session was made by Commissioner Windmiller and seconded by Commissioner Brown. A roll call vote was taken as follows:

Rose Windmiller – Yea	Herbert Simmons – Yea
Vernal Brown – Yea	Derrick Cox – Yea
Fred Pestello – Yea	Irma Golliday – Yea
Nate Johnson – Yea	Justin Zimmerman – Yea
Sam Gladney – Yea	Terry Beach – Yea

The motion passed unanimously, and the Committee moved into Executive Session at 9:11 a.m.

12. Adjournment

9:43 a.m. In Executive Session, Chair Simmons asked if there was any further business, and being none, Commissioner Windmiller made a motion to adjourn the meeting. The motion was seconded by Commissioner Brown. A roll call vote was taken as follows:

Rose Windmiller – Yea	Herbert Simmons – Yea
Vernal Brown – Yea	Derrick Cox – Yea
Fred Pestello – Yea	Irma Golliday – Yea
Nate Johnson – Yea	Justin Zimmerman – Yea
Sam Gladney – Yea	Terry Beach – Yea

The motion passed unanimously, and the meeting was adjourned at approximately 9:43 a.m.

**Bi-State Development
Safety & Security Committee
Open Session Agenda Item
March 10, 2022**

From: Andrew Ghiassi, GM Safety/Chief Safety Officer
Subject: **Contract Award – License Monitoring Program Services**
Disposition: Approval
Presentation: Thomas Curran, Executive Vice President – Administration

Objective:

To present to the Safety & Security Committee, for discussion and referral to the Board of Commissioners, a request to authorize the President & CEO to award a contract to Embark Safety for license monitoring services.

Background:

Bi-State Development’s (BSD) Safety Department is responsible for monitoring motor vehicle driving records for new moving violation activity and license status changes for Metro drivers. Solicitation 22-RFP-291011-MD – License Monitoring Program Services was issued on December 15, 2021. The request for proposals was advertised in BSD’s iSupplier Portal.

Analysis:

In response to the solicitation, one (1) proposal was received from Embark Safety. The proposal was forwarded to an evaluation team, composed of staff from BSD’s Safety Department. The proposal was scored according to the technical evaluation criteria, specified in the solicitation package.

Upon review and evaluation of both the technical and cost proposal received from Embark Safety, the following was determined:

- Embark Safety’s web-based application demonstrates the ability to track, archive and report any moving violation activity along with a date/time stamp of the client’s acknowledgement of the incidents. Driver rosters are able to be uploaded and maintained, while easy tools allow for adding/deleting drivers, as well as moving them between divisions.
- Embark’s technical proposal meets the requirements for providing a driver monitoring and reporting system that continuously monitors driving records for new moving violation activity and license status changes.

The Contracting Officer conducted a survey of potential sources that chose not to submit a proposal. Three companies responded:

Firm	Reason for Not Submitting a Bid
Wallisco	Scope of services does not pertain to their organization.
Neopart Transit	Indicated that their organization will not participate.
Drivers Alert	Did not return the required documents needed in order to update their vendor profile in iSupplier.

Embark Safety’s cost proposal was compared to the Independent Cost Estimate (ICE) prepared by the Safety Department, and the firm’s previous cost proposal submitted under contract 16-RFP-103214-MD License Program Monitoring.

Independent Cost Estimate	Embark Safety Cost Proposal dated 12/21/2021	Embark Safety Cost Proposal dated 06/21/2016
\$260,000.00	\$129,279.35	\$168,590.00

Based on the above analysis, Embark Safety’s cost proposal is determined to be fair and reasonable.

Funding Source:
 Operational Funds

Committee Action Requested:

Management recommends that the Safety & Security Committee accept, and forward to the Board of Commissioners for approval, a request that the President & CEO enter into a 5-year contract for license monitoring services with the single offeror, Embark Safety, in the not-to-exceed amount of **\$129,279.35**.