

**Peninsula Corridor Joint Powers Board  
Technology, Operations, Planning, and Safety (TOPS) Committee  
1250 San Carlos Avenue, San Carlos, CA 94070  
Minutes of October 30, 2024**

**Members Present:** Pat Burt, Shamann Walton

**Members Attended  
via Teleconference:** Rico E. Medina (Chair)

**Staff Present:** R. Barnard, M. Bouchard, L. Bouvet, J. Harrison, J. Hogan, S. Kirkpatrick, L. Lumina-Hsu, G. Rogers, M. Tseng

**1. Call to Order / Pledge of Allegiance / Safety Moment**

Chair Medina called the meeting to order at 1:31 pm and led the Pledge of Allegiance.

**2. Roll Call**

Acting District Secretary Margaret Tseng called the roll and confirmed a quorum was present.

**3. Public Comment on Items not on the Agenda**

Aleta Dupree, Team Folds, commented on increased train schedule with train electrification and ticket purchasing options for riders.

Ms. Tseng delivered the safety briefing.

**4. Meeting Minutes of September 25, 2024**

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

**5. Approval of the 2025 JPB Technology, Operations, Planning, and Safety Committee Meeting Calendar**

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

**6. Authorize Executive Director to Execute Agreement with SamTrans to Add Rail Safety Direct Service Positions\***

Michelle Bouchard, Executive Director, provided the presentation that included the following:

- Need to create a Caltrain Safety Department dedicated to supporting Caltrain services converting three existing shared service positions into Caltrain direct service positions

- Governance Memorandum of Understanding (MOU) does not address safety function however MOU authorizes Caltrain to add additional direct report positions to replace shared service positions

The Committee members had a robust discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Need to refine ambiguity in Governance relationship

General Counsel James Harrison noted that the contract involves SamTrans and considered a non-interest for the purposes of Government Code section 1090.

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

#### Public comment

Aleta Dupree, Team Folds, commented on Caltrain safety needs and new position.

### **7. Adoption of Caltrain 10-Year Capital Improvement Plan (CIP)**

Lynn-Marie Bouvet, Principal Planner Caltrain Capital Improvement Plan, provided the presentation that included the following:

- Incorporates projects that benefit Caltrain and the local community
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- Developing a four-year rolling program of a financially constrained version of the CIP and CIP incorporation into internal processes including Fiscal Year (FY) 2026-2027 capital budget
- CIP streamlines processes, provides information for pursuit of grant funding, and capital project delivery planning

The Committee members had a robust discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Review how strategic plans will reconcile with one another including CIP overlap and other projects plans
- Strategic approach to station improvements and station activation plans and their intersection with the CIP

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

### Public comment

Aleta Dupree, Team Folds, commented on level boarding.

Adrian Brandt commented on grade separation, value for money from rider perspective, and acceleration of level boarding.

### **8. Authorize an Amendment to the Contract with Allied Universal for Security Guard Services to Extend the Term by 18 Months and Increase the Contract Amount by \$1,977,976\***

Scott Kirkpatrick, Deputy Director for Security, provided the presentation that included the following:

- Contract extension ensure continued security service to maintain security coverage, establishes a new Security Operations Center, and allows additional time to solicit new security guard services contract
- Additional security guard coverage at San Francisco station
- Funds included in the Caltrain budget

The Committee members had a robust discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Identifying needs for additional security including bike theft at stations and onboard new trains
- Ability to identify and address staffing and technology needs for security enhancements along with a potential move to new headquarters

Motion/Second: Walton/Burt

Ayes: Burt, Walton, Medina

Noes: None

### Public comment

Adrian Brandt commented on the value of closed circuit television (CCTV) monitoring, efficiency testing, and security contractors response times.

### **9. Receive Update on Guadalupe River Bridge Replacement Project**

Ms. Bouchard explained Caltrain is taking proactive steps to address challenges for the Guadalupe River Bridge Replacement Project and staff is working closely with partners and regulatory agencies while holding safety as first core principle.

Robert Barnard, Chief of Rail Design and Construction, provided the presentation that included the following:

- All traffic currently on the MT-2 bridge as the MT-1 bridge is out of service
- Widened channel to address geological river changes and adding systemic upgrade

- MT-1 bridge wood deteriorating, bank failures, damages from previous structural fire, and seismic upgrades required
- Bank failings during storm events threatened the integrity of both bridges
- Challenges include environmental compliance and oversight with removal and replacement of older bridge, and then upgrades to the second bridge
- MT-2 Southbound bridge was completed before electrified revenue service, however there were communication gaps between engineering and environmental teams with permitting agencies
- Drawing sets for permitting and drawing sets for construction were inconsistent and part of non-compliance with permit conditions for United States Army Corps of Engineers, State of California San Francisco Bay Regional Water Quality Control Board, and California Department of Fish and Wildlife
- Permits had stormwater management and environmental safeguards which were not followed
- United States Army Corps of Engineers implements the Section 404 Clean Water Program and United States Environmental Protection Agency (EPA) have concurrent jurisdiction. EPA will be lead investigating agency
- Actions taken include replaced contractor personnel and on-call construction management personnel, added experienced staff to the construction and environmental teams, and implementing process changes, winterization completed October 20, 2024

The Committee members had a robust discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Issues and challenges due to on-call construction management team and internal procedures and controls
- Internal review under process and brought on external experts to review and provide suggestions to improve permit process and quality control process
- Project funding sources including Federal Transit Administration, local partnership program, and Union Pacific Railroad

#### Public comment

Adrian Brandt commented on project permitting, lessons learned, and moving towards in-house positions versus contractor positions.

### **10. Receive Update on Caltrain Safety Performance**

Mike Meader, Chief Safety Officer, provided the presentation that included the following:

- Reportable injuries include decrease over time and how to help staff avoid injuries
- Reportable rail equipment incidents remain at a low level but aim for zero incidents
- Meeting or exceeding the efficiency testing required by Federal Railroad Administration (FRA)
- Over half of the 200+ vehicle track incursions since 2020 occurred at five grade crossings

- Planning low-cost grade crossing enhancements that have significant impact for safety of crossings including pavement markings, solar lane markers, delineators, signage, lighting, and technology
- Intrusion technology pilot testing at high-risk crossings. Technology provides notification and data on driver behavior, traffic light timing, and traffic patterns
- Pursuing CCTV technology, video analytics, analysis and alert, intrusion, and GPS (global positioning system) application enhancement
- Process of issuing a Request for Information (RFI) for technology utilizing artificial intelligence (AI) to identify trespassers or vehicles in high-risk areas
- Regional suicide and mental health group partners, Commuter Rail Coalition, American Public Transportation Association (APTA), FRA, and prototype development for 988 signage across the corridor groups to address suicide prevention
- Working with cities to remove trees that are high-risk in Caltrain Right-of-Way

The Committee members had a robust discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Apple Maps improvements
- Rail sentry system roll out timeline at other priority intersections

#### Public comment

Adrian Brandt commented on mobile application navigation improvements, trespassing access points in fencing, and track crossing enforcement.

### **11. Receive Update on Electrified Service**

Graham Rogers, Project Manager, and John Hogan, Chief Operations Officer, provided the presentation that included the following:

- Service delay issues related to heat waves, trespassers, and vandalism were uncontrollable
- Performance approaching 90 percent on-time performance (OTP) since the electrification hard launch
- Challenges include electric multiple unit (EMU) positive train control (PTC) rebooting issue and limited spares until additional EMUs are delivered
- Positive customer feedback on the new trains, amenities, and environmental benefits for the community
- Negative feedback for on-time performance, EMU design features, Wi-Fi reliability, and horn noise
- Addressing known issues with schedule update planning for January 2025, piloting bike car decals, mini-highs project improvements, , redesign and enhancing protection against vandalism and theft, additional Wi-Fi antennas, reducing horns to the lowest legal levels, and improving and refining customer alerts

The Committee members had a robust discussion and staff provided further clarification in response to the Committee comments and questions, which included the following:

- Improve seating designs will require a change order resulting in additional costs , and delay in equipment delivery
- OTP expectation to go over 95 percent daily with electric trains which is higher OTP compared to previous 90 percent with diesel trains
- Explore partnership with Golden State Warriors and San Jose Sharks for encompassing ticket to boost ridership
- Seamless Wi-Fi from station to train

Public comment

Aleta Dupree, Team Folds, commented on train delays, amenities on train, and vandalism.

Adrian Brandt commented reliability and OTP levels, delays not related to equipment, and wheel flat spots.

**12. Committee Member Requests** - There were none.

**13. Date/Time of Next Regular TOPS Committee Meeting:** Wednesday, November 20, 2024 at 1:30 pm.

**14. Adjourn** - The meeting adjourned at 3:14 pm.