

Putnam County, NY Public Transportation Agency Safety Plan (PTASP)



Prepared by: The Department of Planning, Development, and Public Transportation

July 2026

Introduction

Pursuant to Federal Transit Administration (FTA) 49 C.F.R. Part 673, an operator of a public transportation system and recipient of 5307 funds serving an urbanized area with a population of 200,000 or more is required to develop for implementation a Public Transportation Agency Safety Plan (PTASP) in accordance with the aforesaid statutes. This PTASP outlines the safety processes and procedures for the Putnam Area Rapid Transit (PART) system. It incorporates existing agency safety protocols and best practices designed to comply with federal regulations. The complete text of 49 C.F.R. Part 673 is available at [Federal Register - PTASP](#).

Putnam County aims to address all applicable requirements and standards as set forth in FTA's Public Transportation Safety Program and the National Public Transportation Safety Plan. Furthermore, under Part 673, Putnam County is required to maintain documentation supporting its PTASP, including records of implementation and outcomes from relevant processes and activities. Putnam County already maintains existing documents that describe the processes, procedures, and other information required by Part 673. Where applicable, these documents are referenced throughout Putnam County's PTASP.

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Description of Attachments

- Attachment A:
 - Resolution #173 of 2026
 - Resolution #182 of 2025
 - Resolution #126 of 2024
 - Resolution #125 of 2022
- Attachment B: Safety Committee Approval Form
- Attachment C: MV Transportation System Safety Program Plan (SSPP) Cover and Putnam On-Demand Safety Program and Plan (POD SP&P) Cover*
- Attachment D: MV Transportation Safety Management System (SMS) Plan Cover*
- Attachment E: SMS Hazard/Risk Report Form
- Attachment F:
 - Hazard Severity Table
 - Hazard Probability Table
 - Risk Assessment Frequency / Severity Matrix
 - Hazard Resolution Table
- Attachment G: Q1 & Q2 2026 MV Safety Calendar
- Attachment H: 2025/2026 MV Safety Committee Membership
- Attachment I: Sample Safety Committee Agenda/Notes
- Attachment J: FTA Safety Risk Assessment Matrix

List of Acronyms Used in the PTASP

Acronym	Word or Phrase
ESRP	Employee Safety Reporting Program
FTA	Federal Transit Administration
HMP	Hazard Mitigation Plan
NTD	National Transit Database
NYMTC	New York Metropolitan Transportation Council
NYSDOT	New York State Department of Transportation
PART	Putnam Area Rapid Transit
POD SP&P	Putnam On-Demand Safety Program and Plan
PTASP	Public Transportation Agency Safety Plan
SMS	Safety Management System Plan
SRM	Safety Risk Management
SSPP	System Safety Program Plan
VRM	Vehicle Revenue Miles

*Full Plans maintained in SMS Executive's office and available upon request.

1. Transit Agency Information

Transit Agency Name	Putnam County PART (Putnam Area Rapid Transit)			
Transit Agency Address	841 Fair Street, Carmel, NY 10512			
Transit Agency Website	https://putnamcountyny.gov/transportation			
Name and Title of Accountable Executive	Kevin Byrne, <i>Putnam County Executive</i> CountyExecutive@putnamcountyny.gov , (845) 808-1000			
Name of Chief Safety Officer or SMS Executive	Barbara Barosa, <i>Commissioner of Planning, Development & Public Transportation</i> Barbara.Barosa@putnamcountyny.gov , (845) 878-3480			
Mode(s) of Service Covered by This Plan	- Fixed Route - Paratransit - Demand Response Microtransit	List All FTA Funding Types (e.g., 5307, 5337, 5339)	- 5307/5340 - 5311 - 5339	
Mode(s) of Service Provided by the Transit Agency (Directly operated or contracted service)	- Fixed Route Bus Service (Contract – MV Transportation, Inc.) - Complimentary Paratransit (Contract – MV Transportation, Inc.) - Demand Response Microtransit (Contract – Flatiron Transit LLC, d.b.a. Via)			
Vehicles Operated in Maximum Service by Mode	- Fixed Route (PART): 7 - Complimentary Paratransit: 6 - Demand Response - Microtransit: 3			
Urbanized Area (UZA) Served	The PART system serves two Urbanized Areas: - New York – Newark, NY-NJ-CT - Danbury, CT-NY			
Does the agency provide transit services on behalf of another transit agency or entity?	Yes ☐	No ☒	Description of Arrangement(s)	N/A
Name and Address of Transit Agency(ies) or Entity(ies) for Which Service Is Provided	N/A			

2. Plan Development, Approval, and Updates

Name of Entity That Drafted This Plan	Putnam Area Rapid Transit (PART)	
Signature by the Accountable Executive	Signature of Accountable Executive	
	 APPROVED 7/17/2026 COUNTY EXECUTIVE DATE	
Approval by the Board of Directors or an Equivalent Authority		Date of Approval
	Putnam County Legislature	July 7, 2026
	Relevant Documentation (Title and Location)	
	Resolution # 173 of 2026 (see Attachment A) Resolution # 182 of 2025 Resolution # 126 of 2024 Resolution # 125 of 2022	
Certification of Compliance	Name of Individual That Certified This Plan	Date of Certification
	Barbara Barosa	June 8, 2026
	Relevant Documentation (Title and Location)	
	<i>Commissioner of Planning, Development, and Public Transportation</i> 841 Fair Street, Carmel, NY 10512	
Safety Committee Approval	Relevant Approval Documentation	Date of Approval
	See Attachment B	June 3, 2026

Version Number and Updates			
Version Number	Section/Pages Affected	Reason for Change	Effective Date
1	Pgs. 1-13	Initial Plan	April 2021
2	Pgs. 2-5,9-16	General Revisions & Establishment of a Safety Committee	June 2022
3	Pgs. 1 - 19	General Revisions & Administration Change	May 2024
4	Pgs. 1-29	General Revisions, Restructuring, New Requirements	June 2025
5	Pgs. 1-37	General Revisions, Demand Response Service (Microtransit) Addition	June 2026

Annual Review and Update of the Agency Safety Plan

Created in 2021, Putnam County's Public Transportation Agency Safety Plan (PTASP) is reviewed and updated annually as part of the County's ongoing commitment to continuous improvement and safety performance. Putnam County holds itself accountable for completing this review and update process each year and will ensure that the PTASP is reviewed, updated as necessary, and approved **by/before July 1**.

The annual review and approval process is as follows: (1) the Safety Committee reviews the PTASP, makes recommendations as needed, and approves the proposed updates; (2) the SMS Executive reviews and approves the final draft; (3) the SMS Executive submits the final draft to the County Legislature for approval by Resolution (see **Attachment A**); and (4) the Accountable Executive (County Executive) approves and signs the updated PTASP into effect.

In addition to the annual review and update process, the PTASP is also reviewed/updated when the approaches in the Plan do not effectively mitigate safety deficiencies, there are new FTA requirements/directives published, there are changes to the delivery of transportation services, there is a substantial change in financial resources available to Putnam County, and/or there is a significant change to Putnam County's organizational structure. Putnam County's PTASP incorporates by reference Attachments A-J.

3. Safety Performance Records & Targets

Safety Performance Targets – Calendar Year 2025

Performance targets based on the safety performance records submitted annually to the National Transit Database (NTD) and established under the National Public Transportation Safety Plan (NPTSP). These submissions and target goals represent our commitment to continuous safety improvements and provide measurable objectives for evaluating our safety performance.

Mode of Transit Service	Total VRMs in 2025 (S-10)	Major Events Total (S&S-40)	Major Events Rate	Collision Rate	Pedestrian Collision Rate	Vehicular Collision Rate	Fatalities Total (S&S-40)	Fatality Rate	Target Rate
PART	386,530	0	0	0	0	0	0	0	0
Paratransit	118,258	0	0	0	0	0	0	0	0
Microtransit	69,865	0	0	0	0	0	0	0	0

Mode of Transit Service	Total VRMs in 2025 (S-10)	Transit Worker Fatality Rate	(Non-Major) Injuries Total (S&S-50)	Injury Rate	Transit Worker Injury Rate	Assaults on Transit Workers Total (S&S-50)	Assaults on Transit Workers Rate (S&S-50)	Target Rate
PART	386,530	0	2	<1%	<1%	0	0	0
Paratransit	118,258	0	0	0	0	0	0	0
Microtransit	69,865	0	0	0	0	0	0	0

Mode of Transit Service	Total VRMs in 2025 (S-10)	Total Major Mechanical Failures 2025 (R-20)	System Reliability Rate (Miles Between Major Mechanical Failures)	Total Non-Major "Other" Mechanical Failures 2025 (R-20)	System Reliability Rate (Mean Distance Between "Other" Mechanical Failures)	Mech. Failures Target
PART	386,530	0	386,530	7	55,219	0
Paratransit	118,258	1	118,258	3	39,419	0
Microtransit	69,865	0	69,865	0	69,865	0

Safety Performance Target Coordination: Coordination with the State and Metropolitan Planning Organization(s) (MPO) in the selection of State and MPO safety performance targets.

Putnam County continues to coordinate with New York State DOT (NYSDOT) to support their PTASP by analyzing historical trends to establish safety performance targets. Presently, the SMS Executive shares Putnam County's adopted PTASP (and associated Safety Performance Targets) with NYMTC, NYSDOT, and the FTA for reflection of the previous calendar year's NTD data.

Targets Transmitted to the State	State Entity Name	Date Targets Transmitted
	New York State Department of Transportation (NYSDOT)	June 8, 2026
Targets Transmitted to the Metropolitan Planning Organization(s)	Metropolitan Planning Organization Name	Date Targets Transmitted
	New York Metropolitan Transportation Council (NYMTC)	June 8, 2026
Targets Transmitted to Federal Transit Administration	Federal Agency Name	Date Targets Transmitted
	Federal Transit Administration (FTA)	June 8, 2026

4. Safety Risk Reduction

Safety Risk Reduction

Requirements for carrying out the safety risk reduction program using SMS processes as detailed in § 673.25(d), associated with safety risk mitigation, and § 673.27, associated with continuous improvement.

Putnam County, in coordination with its contracted transportation providers (MV and Via), uses a data-driven approach to monitor performance and identify trends. This information is used to develop and implement effective prevention strategies that address safety risks before they result in accidents or incidents, including evaluating accident, injury, and assault rates based on data collected through established reporting processes. MV and Via each communicate their safety objectives and protocols through their respective safety management programs, using similar methods such as regular safety meetings, refresher trainings, safety topic discussions, electronic communications, one-on-one coaching, and virtual training modules. Putnam County, together with its contracted transportation providers, will continuously review a variety of hazards and recommended mitigation strategies including but not limited to visibility impairments and assault mitigation infrastructure/technology. In order to ensure a safe work environment is established and maintained, ideas and recommendations will be documented through SMS activities and communications.

In association with MV Transportation's SMS Plan and Via's Putnam On-Demand Safety Program Plan (POD SP&P), Putnam County ensures the reduction and mitigation of vehicular and pedestrian safety events involving transit vehicles through the following methods:

Reviews:

- MV – Lytx DriveCam scored or coachable events – driver specific or aggregated trends of at-risk behaviors
- MV – Seon Surveillance System – to record on-board events in real-time with video management software
- Via – Samsara's AI enabled dashcams (subsequently reviewed by members of the operations and incident management teams)
- Monthly performance or quarterly reviews of both leading and lagging indicators

Observations:

- Road observations ("follow-behinds") and ride checks
- Mystery rider program (if applicable at the site location)
- Passenger comments/complaints
- Third-party notifications

Audits and Inspections:

- MV - Monthly facility inspections
- Monthly safety performance reports
- Daily vehicle inspection reports (DVIR)
- Daily walk-throughs and visual observations
- Daily operations monitoring
- Pull-out procedures
- New driver assessments (Safety Policy S-37)
- Refresher training (Safety Policy S-12)
- Annual and random safety director audits
- Compliance verification audits
- Maintenance audits
- Driver safety portal - safety scores (POD SP&P 4.4)

Investigations:

- Accident and incident investigations
- Injury root cause investigations

*For more information regarding the reduction and mitigation of assaults on transit workers, visit section 10 of this Plan.

5. Safety Management Policy

Safety Management Policy Statement

Putnam County Transit and its contracted operators are committed to providing safe, secure, and reliable transportation services to the public. Safety is a shared responsibility, supported by maintaining a safe work environment, keeping equipment in a state of good repair, and adhering to established safety practices, reporting procedures, and emergency preparedness requirements. Through effective communication, accountability, and compliance with policies and procedures, we strive to provide the safest possible experience for passengers and employees alike. Putnam County Transit also receives support from the County Bureau of Emergency Services and Sheriff's Department, as outlined in the Putnam County Hazard Mitigation Plan (HMP). The HMP is updated regularly with the objective of establishing a mitigation program to reduce the impact of natural and man-made hazards and disasters and provides federal support and resources for the County and its municipalities. In the event of a disaster, the HMP will help to provide additional resources and to support the affected communities and the County. Without mitigation, safety, financial security, and self-reliance are jeopardized.

Pursuant to the amended 49 U.S.C. § 5329(d), the Department of Planning, Development, and Public Transportation has elected to utilize the MV Transportation Division 239 (Putnam County) Safety Committee to represent the County. This site-specific Safety Committee is appropriately scaled to size, scope, and complexity of the transit agency and consists of three management (Safety Manager, General Manager, Road Supervisor) and three frontline employees (Driver, Monitor, Mechanic) (see **Attachment H** for the organizational structure). Via similarly has a joint labor management Safety Committee consisting of the Chief Safety Officer and one independent contractor driver that meets the principles of 49 CFR Part 673 while reflecting the practical realities of their smaller service area (POD SP&P Section 2.3).

Each transit system employee is directed and empowered to adhere to and implement either the System Safety Program Plan (MV SSPP) or the Putnam On-Demand Safety Program and Plan (POD SP&P) (see **Attachment C**) as well as the Safety Management System Plan (SMS) (see **Attachment D**.) The SMS Plan highlights specific activities for the prevention, control, and resolution of unsafe conditions and actions. The SMS, SSPP, and POD SP&P are all appropriately scaled to the size, scope, and complexity of the PART and On-Demand systems. The primary goals of these plans are to proactively identify, eliminate, minimize and/or control safety hazards and their associated risks, promote a positive safety culture, provide a superior level of safety in their transit operations, and maintain regulatory compliance. To meet that commitment, MV and Via annually and on an as-needed basis revise and adopt their plans.

Putnam County Transit and all of its contracted operators' safety objectives and commitments are to:

- Ensure that effective safety management systems and processes are integrated into all of its transit activities.
- Designate an individual responsible for the safety function who reports directly to the Chief Executive Officer of the company and authorize that individual to develop and implement programs to promote safety.
- Ensure all employees and contractors are aware that safety is its primary responsibility, and they are held accountable for delivering the highest level of safety in their daily work activities.
- Clearly define the safety accountabilities and responsibilities to all employees and contractors.
- Provide all employees and contractors with appropriate safety information and skills training.
- Develop and embrace a positive safety culture in all activities.
- Ensure a culture of open reporting of all safety hazards, ensuring that no action will be taken against any employee who discloses a safety concern through the proper chain of command.
- Promote and maintain a positive safety culture with positive recognition and reinforcement of safe behaviors.
- Ensure all equipment, systems and services meet safety performance standards through periodic audits and inspections.
- Establish performance metrics and measures of safety performance against safety performance indicators and safety performance targets.
- Continually develop and improve safety processes through actively monitoring, measuring, and reviewing performance against objectives and targets.
- Conduct safety and management reviews to improve safety performance and ensure that relevant and corrective actions are taken.
- Comply with all state and federal regulatory requirements and standards.

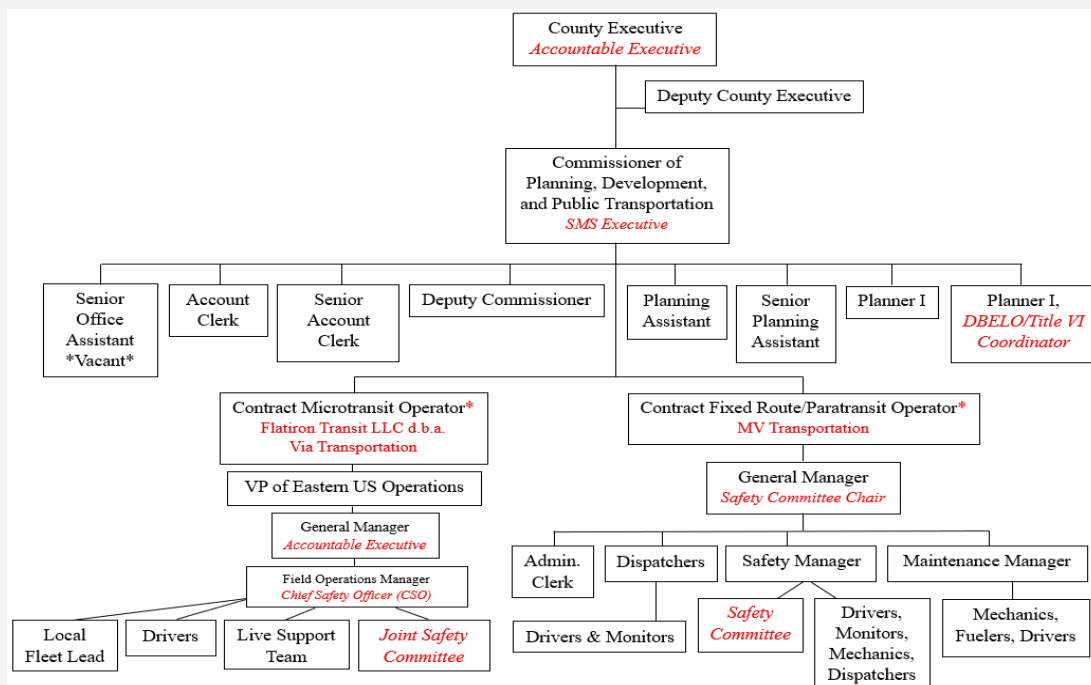
Safety Management Policy Communication

Putnam County's safety management policies are communicated to each Transit employee upon hire and regularly enforced through a structured training program to ensure safety leadership. Putnam County Transit, through its contracted operators, uses on-the-job, classroom, weekly and monthly safety-related agenda items, live support communication and specialty training programs to contribute to a successful health and safety program. Training is reinforced through regular follow-ups with both new and veteran employees. MV's SSPP is also an integral part of the employee safety program. In particular, MV Transportation and Via use three motivational techniques on a regular basis: communication, incentives/awards/recognition, and employee feedback surveys. All Transit employees are responsible for, among other things, completing all assigned safety training programs, abiding by safety rules and regulations, reporting incidents/accidents and hazards, and promoting and maintaining a safe work environment.

Authorities, Accountabilities, and Responsibilities for Management of Safety

Accountable Executive	Serving as the Accountable Executive, the Putnam County Executive has the ultimate responsibility for carrying out the PTASP and ensuring it is effectively implemented through the following authorities, accountabilities, and responsibilities under this plan: - Authority to control and direct the human and capital resources needed to develop and maintain the agency's PTASP in accordance with 49 U.S.C. 5329(d). - Designating and overseeing an adequately trained SMS Executive who is a direct report. - Ensuring that safety risk mitigations are effectively implemented. - Receiving and considering all other safety risk mitigations recommended by the Safety Committee. - Implementing safety risk mitigations for the safety risk reduction program that are included in the PTASP under §673.11(a)(7)(iv). - Receiving and considering all other safety risk mitigations recommended by the Safety Committee.
SMS Executive	Serving as the SMS Executive, the Commissioner of Planning, Development & Public Transportation is designated by the Accountable Executive and has the authority and responsibility for day-to-day implementation and operation of the SMS along with key staff. The SMS Executive is an adequately trained individual and reports directly to the Accountable Executive and communicates critical safety-related information to the Accountable Executive on an as-needed basis. The SMS Executive is responsible for: - Developing and managing PTASP and SMS policies and procedures and keeping all policies and procedures up to date. - Ensuring ongoing implementation and operation of the Safety Management System (SMS).
Safety Committee	The primary responsibility of the MV Transportation Safety Committee is to review and approve the PTASP and any updates before approval by the Board of Directors (County Legislature). Updates are to include: - Setting annual safety performance targets for the safety risk reduction program. - Identifying and recommending safety risk mitigations necessary to reduce the likelihood and severity of potential consequences identified through the agency's safety risk assessment. - Identifying safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended. - Identifying safety deficiencies for purposes of continuous improvement.
Key Staff	Key management personnel from MV Transportation Division 239 and Via, including MV's General Operations and Management staff and Via's General Manager and Field Manager, serve as leadership representatives supporting the Accountable Executive and SMS Executive. These individuals are responsible for the day-to-day implementation and operation of the Safety Management System (SMS). Key staff are also tasked with following all company safety policies including but not limited to those required of the FTA, FMCSA, USDOT, NYSDOT, and ADA safety regulations.

Putnam County Department of Planning, Development, and Public Transportation Organizational Chart



06/2026

Employee Safety Reporting Program

Putnam County and its contracted transportation operators recognize that employees, contractors, customers, and County staff are valuable sources of information for identifying hazards and improving safety performance. A positive safety culture depends on open communication and a reporting environment in which individuals are encouraged to raise safety concerns without fear of retaliation. Information gathered through the safety reporting process is used to identify hazards, assess risk, and implement corrective actions before accidents or incidents occur.

Both operators maintain safety reporting programs that encourage the timely reporting of safety concerns, hazards, unsafe conditions, near misses, and safety-related events. Safety concerns may include issues related to policies and procedures, operating practices, physical conditions, equipment, infrastructure, regulatory compliance, or other factors that may affect safety.

Safety concerns may be reported by:

- Employees and supervisors
- Independent contractors
- Customers and riders
- Putnam County staff

Reports may be communicated through a variety of channels, including direct conversations with supervisors or management personnel, safety meetings, phone calls, emails, live support lines, incident reporting forms (see **Attachment E**), Putnam On-Demand mobile app reporting tools, and other established communication methods. Employees who are not comfortable raising concerns through local management channels may utilize available Human Resources reporting resources.

Upon receipt, safety concerns are reviewed by the appropriate management personnel and escalated as necessary based on the nature and severity of the issue. Significant safety concerns, operational safety issues, accidents, incidents, or regulatory matters may be elevated to the SMS Executive (Planning Commissioner), senior management, corporate safety personnel, and/or the Accountable Executive (Putnam County Executive). The Accountable Executive will receive immediate notification of major operational safety events as appropriate.

The reporting process includes both mandatory and voluntary reporting:

- **Mandatory:** Employees and contractors are required to immediately report accidents, incidents, injuries, regulatory compliance concerns, and other safety issues requiring management attention. Failure to report known safety issues or the intentional provision of false information may result in disciplinary action.
- **Voluntary:** Employees, contractors, customers, and County staff are encouraged to report safety concerns, hazards, unsafe practices, and near misses. Reports may be submitted through available reporting channels without fear of retaliation.

It is important to note that no disciplinary action will be taken against any individual who reports a safety concern in good faith. However, this protection does not apply to actions involving illegal conduct, gross misconduct, negligence, willful violations of safety requirements, or the deliberate disregard of established policies and procedures.

Examples of information that may be reported through the safety reporting program include:

- Safety hazards in the operating environment
- Unsafe conditions involving vehicles, facilities, equipment, or infrastructure
- Policies or procedures that are not functioning as intended
- Near misses or events that management may not otherwise be aware of
- Information that helps explain why a safety event occurred
- Suggestions for improving safety performance

Information collected through the safety reporting process is reviewed and incorporated into the Safety Management System (SMS) hazard identification, safety risk management, and safety assurance activities. Corrective actions developed in response to identified hazards or safety concerns are communicated and implemented as appropriate.

6. Safety Risk Management

Safety Risk Management Process

It is the policy of Putnam County and its contracted operators to (i) minimize injury, damage, pain, and suffering for individuals involved in vehicular incidents involving Putnam County vehicles and (ii) ensure the prompt reporting, response, and investigation of all such occurrences. All incidents, including near misses and minor events, shall be reported as soon as possible, regardless of severity or outcome.

For MV Transit, drivers are required to contact 911 first in any situation involving life-threatening injury, assault, or other emergencies requiring immediate law enforcement or medical response. In all other cases, or once emergency services have been contacted, the driver shall immediately notify MV Transportation Dispatch and remain at the scene as appropriate.

Dispatch will promptly notify the General Operations Manager, who will provide notification to the Putnam County SMS Executive (Planning Commissioner) and relay incident details. Law enforcement is contacted as appropriate based on the nature of the incident, either by the operator or through Dispatch and management coordination.

MV operators are also required to complete an incident/accident and/or injury report form (see **Attachment E**) for applicable events, preferably prior to leaving the scene when feasible. All reports are reviewed by the General Operations Manager to assess preventability and determine follow-up actions.

Our Safety Risk Management Program focuses on three core objectives:

- **Safety Hazard Identification:** Putnam County and its contracted operators use a data-driven and multi-source approach to hazard identification focused on detecting and addressing unsafe conditions before they result in accidents, injuries, or damage. Employees, contractors, drivers, passengers, maintenance personnel, and external stakeholders are responsible for identifying and reporting potential hazards through established reporting channels, including direct communication, incident reporting systems, live support teams, vehicle inspection processes, and in-service feedback. For MV Transportation, pre- and post-trip inspections are documented through Daily Vehicle Inspection Reports (DVIRs) which can be found on each bus, and vehicles with identified defects are removed from service until corrected. MV also captures near-miss data through onboard monitoring systems and ESRP reporting tools like Lytx DriveCam Systems, Seon Surveillance Systems, and Verizon Connect. Unless a hazard can be eliminated, its safety risk must then be managed. MV Transportation analyzes this in terms of how likely it is to happen (probability or frequency) and how bad it could be (severity). The Hazard Probability Table (see **Attachment F**) is used to assess the probability level that an incident/accident is likely to occur. Via similarly collects hazard information through its Samsara AI dashcams, live support team, driver and contractor reporting, customer feedback, and operational data sources, and escalates recurring or high-risk hazards for further review.

Across both operators, reported hazards are reviewed to determine likelihood and severity, with information drawn from incident trends, inspections, operational data, and safety monitoring systems to support risk assessment and prioritization. Identified hazards are then evaluated and either mitigated, controlled, or scheduled for corrective action to prevent recurrence and reduce overall safety risk.

- **Safety Risk Assessment:** Hazards and risks are identified using a structured safety risk evaluation process that considers both the likelihood of occurrence and the potential severity of consequences. Once a hazard is identified, it is analyzed using historical data, operational experience, and subject matter expertise to determine how frequently it may occur and the level of impact it could have on passengers, employees, equipment, or operations. Hazards are then categorized by probability (ranging from rare to frequent occurrence) and severity (ranging from negligible to catastrophic outcomes), and the results are used to support risk prioritization and determine whether the risk can be accepted or requires mitigation or corrective action. Both MV and Via use structured risk assessment tools and matrices to support this process, including the Risk Assessment Frequency/Severity Matrix (see **Attachment F**), which assists in consistently evaluating risk levels and guiding decision-making across the system.
- **Safety Risk Mitigation:** This step is used to implement safety risk mitigation strategies to reduce identified hazards and prevent recurrence through structured corrective actions and ongoing monitoring. Mitigation efforts are developed based on identified root causes and risk assessment outcomes and may include a combination of elimination, substitution, engineering controls, administrative controls, and personal protective equipment (PPE), as appropriate to the nature of the risk. The Safety Management Team, which includes the Safety Manager, Maintenance Manager, MV General Operations Manager, and the SMS Executive (Commissioner of Planning), reviews mitigation actions and supporting safety data on a recurring basis to ensure risks are effectively controlled and that hazard frequency is reduced over time. Reviews may incorporate information from near-miss reports, incident data, daily and monthly inspection reports, DVIRs, safety data sheets, and other operational safety records, as well as technology-based monitoring tools such as GPS systems, Lytx DriveCam, Seon Surveillance Systems, and Verizon Connect. Mitigation effectiveness is evaluated through ongoing monitoring and periodic review to confirm implementation, assess performance, and support continuous improvement in safety outcomes.

Exposure to Infectious Diseases and Emergency Response Procedures

During the Coronavirus pandemic, Putnam County Transit prioritized the safety of employees and passengers by implementing and maintaining appropriate mitigation measures. Public health conditions were continuously monitored using information from local, state, and federal health agencies, and biological safety hazards were reported through the same established processes as other safety incidents, including vehicular mishaps. Putnam County Transit continues to rely on current data, information, and guidance from the Centers for Disease Control and Prevention (CDC) and the New York State Department of Health (NYSDOH) to prevent and control exposure to infectious diseases and other biological hazards.

Past agency efforts to reduce the spread of the Coronavirus included:

- Daily fumigations and sanitizations of all buses and trolleys.
- Disinfection of frequently touched surfaces.
- Daily and as needed temperature checks of public facing employees.
- Installation of plexiglass barriers at the Transit Facility ticket counter.
- Abiding by the federal mask requirement on all modes of public transit at the height of the pandemic.
- Purchasing and distributing PPE supplies (masks, wipes, gloves, hand sanitizer, etc.) to operators, vehicle maintenance personnel, management representatives, and passengers.
- Shutting down routes with high numbers of infected individuals for 1-2 week intervals.
- Ensuring sick employees stay home through prompt identification and isolation of sick persons.
- Marking off seats to encourage social distancing.
- When feasible, using phone, email, or online meeting platforms in place of face-to-face interactions.

Emergency Response

Our emergency response procedures are generally event specific and outline immediate response actions, communication protocols, and resource deployment strategies. Events may include but are not limited to vehicle accidents, vehicle or facility fires, severe weather events, security incidents, and system-wide disruptions (i.e. loss of phone access, network failures, etc.).

7. Safety Assurance

Safety Performance Monitoring and Measurement

Activities to monitor the system for compliance with procedures for operations and maintenance.

Putnam County and its contracted operators use a comprehensive safety assurance process to monitor safety performance, evaluate trends, and identify opportunities for improvement. Safety data is continuously collected through multiple operational sources, including road observations, on board supervision, mobile blitzes, daily vehicle inspection reports, ride checks/follow behinds, surveillance systems, or the ESRP. This information is analyzed to identify leading indicators of risk, support proactive mitigation efforts, and measure progress toward established safety objectives. Technology-based monitoring tools are also used to enhance safety assurance and support data-driven decision-making. These include Lytx DriveCam, Seon Surveillance Systems, Verizon Connect, and Via's Samsara AI monitoring system. Putnam County Transit maintains that these are the best tools for future mitigation success as they measure and quantify the unsafe behaviors present in existing operations.

- **Lytx DriveCam** is used to identify behavior-based risky driving that is likely to result in near-miss incidents or collisions. Mounted on the windshield inside of Putnam County public transit vehicles behind the rearview mirror, the camera is able to capture sights, sounds (inside and outside the vehicle), and video in real time. The event recorder is always recording but not saving. It only saves video and audio when activated by excessive forces, such as hard braking, swerving, or a collision. The event recorder captures the **eight seconds before** the activation time and **four seconds afterward**, then provides real-time feedback. Once collected, the recordings are downloaded to DriveCam's Data Center and the Safety Manager gets a notification through the system that an event was recorded. The event recorder will capture a wide outside view of the situation and inside view of the driver and whatever is visible through the side and rear windows. The inside view is crucial for isolating many driver behaviors such as cell phone use, drowsiness, or inadequate mirror checks.
- **Seon Surveillance Systems** is another monitoring tool that Putnam County utilizes to record on-board events in real-time. The interior and exterior mounted camera system captures and monitors driver and public interactions as well as day to day operations. Video management software allows us to automatically download on-board security footage, for a period of two weeks, that can be used to address and review safety concerns. Seon affords the ability to review a safety question or occurrence with both interior and exterior footage.
- **Verizon Connect:** In September of 2025, Putnam County equipped its *entire* county fleet (including public transit) with Verizon Connect dashcams and GPS tracking hardware. This represents a significant safety improvement enabling numerous additional safety features including:
 - GPS-based live tracking including geofencing to prevent unauthorized out of area use and vehicle diagnostic tracking
 - High-definition AI-powered smart dashcams that record and provide alerts in the event of harsh or unsafe driving
 - OEM (Original Equipment Manufacturer) telematics that utilize direct built-in tracking partnerships with vehicle manufacturers to provide alerts for maintenance protocols and dashboard warning indicators.
- **Samsara AI Dashcam:** All Putnam On-Demand vehicles are equipped with Samsara AI-enabled dashcams that provide continuous, real-time monitoring of driver behavior. When a safety event is detected, an incident record is automatically generated and logged to the driver's profile within the incident management system. Accidents identified through the system are immediately routed to the Incident Management Operations (IMO) team for review and follow-up. Each event type is assigned a demerit point value, which accumulates on a rolling three-month basis, with points expiring after 90 days. Drivers also have access to a Safety Portal powered by Samsara data, which provides real-time visibility into individual safety performance and is based on the principles of measurement, transparency, and continuous improvement. In cases where at-fault criteria are met, incidents may result in immediate termination from the platform in accordance with established safety and performance standards (POD SP&P Sections 3.3 & 4.4).

Activities to monitor operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended.

The technologies described above and monthly facility inspections help to ensure safety performance monitoring and measurement activities are performed to confirm that mitigations are effective, appropriate, and fully implemented. If these technologies identify repeated safety hazards exhibited by the operator, a retraining protocol is performed as a means of corrective action. Should an operator still not adhere to safety practices after a retraining protocol and written/verbal warnings, their employment will be terminated. This course of corrective action is intended to eliminate the behavior that caused the event. These mitigation monitoring processes are performed by the Putnam County Transit Safety Management Team (MV) and Via's Safety Team and Incident Management Operations Team (IMO), with assistance from Regional Safety Directors if necessary. Periodic and triennial audits of safety plans, 19A records, vehicle/facility inspection reports, vehicle maintenance records, initial and random drug and alcohol testing results, safety training files, safety data sheets, personal protective equipment storage and protocols, etc. are also conducted by federal and state agencies to ensure compliance with safety standards.

Activities to conduct investigations of safety events, including the identification of causal factors.

Prior to the implementation of a proposed change in the operating environment, an assessment is carried out by using the Hazard/Risk Report form (see **Attachment E**) to determine if the change will impact safety performance or if there are any new hazards that will be present. If a new hazard is identified, it is put through the Safety Risk Management (SRM) process and evaluated. A risk mitigation strategy will be created or modified to mitigate risk for that change. Once the change is implemented, it will be monitored for effectiveness.

Activities to monitor information reported through internal safety reporting programs.

The data and information collected through Safety Assurance activities will tell the Putnam County Transit team how they are doing and in what areas improvements can be made. Insights gained from these sources may trigger more frequent reviews and a revised strategy to ensure that mitigations are effective.

8. Safety Promotion

Competencies and Training

Putnam County and its contracted operators ensure that all transit employees receive appropriate job-specific training based on service type, job function, and experience level to support the safe, secure, and reliable delivery of transit services. Training programs are designed to strengthen safety competencies across all roles, including operators, dispatchers, supervisors, maintenance staff, operations personnel, and management. Training is provided during new hire onboarding and on an ongoing basis through refresher or remedial instruction as needed, and may include topics such as defensive driving, ADA and wheelchair securement, fatigue management, pedestrian and bicyclist awareness, safety communication practices, and participation in safety initiatives such as “safety blitzes” and quarterly safety training schedules (see **Attachment G**). Safety promotion is reinforced through ongoing communication and emphasizes compliance with policies and procedures, proactive hazard identification and risk mitigation, and collaboration with third-party service providers to maintain vehicles and equipment in a state of good repair. All MV Transportation and Via personnel are subject to initial and random drug and alcohol testing in accordance with FTA requirements and the company’s Zero Tolerance Policy, including pre-employment, post-incident, and reasonable suspicion. Across both MV Transportation and Via, safety promotion supports a strong safety culture grounded in accountability, continuous learning, and the shared responsibility of all employees and contractors to perform their duties with alertness, sound judgment, and adherence to established safety practices.

Safety Communication

During monthly safety meetings, fleet safety and injury prevention topics are reviewed to refresh fundamental and key learning points (see **Attachment G**). For example, MV’s safety presentations every other month follow themes such as February’s “Why I Love Safety”, May’s “The Summer of Safety Kick-Off”, and October’s “Destination Zero is our Ghoul”. These messages encourage a positive and engaging safety environment.

Examples of Fleet Safety Topics include:

- Left Turns & Pedestrians Winter Driving
- Right Turns & Pedestrians ADA Sensitivity & Mobility Device Securement
- Intersections & Pedestrians
- Distracted Driving & Distracted Pedestrians
- Following Distance & Pre-Trip Inspections
- Adverse Weather

Safety information is communicated throughout Putnam County Transit and its contracted operators through multiple channels to ensure timely, consistent, and effective distribution of safety-related information. These channels include new hire orientation, annual refresher training, safety committee meetings and minutes, regular safety meetings at the operational level, company-wide and departmental meetings, “safety blitzes”, supervisory briefings, bulletin board postings, written communications, and other formal or informal safety messaging as needed. In addition, MV Transportation promotes active employee engagement in safety through programs such as the “Own the Moment” division wide safety competition, Driver of the Month recognition posters, and DriveCam “Most Improved” status recognition, which are designed to reinforce safe driving behaviors and foster a positive safety culture. Safety information may also be distributed through electronic communications and other technology-based tools to reinforce awareness of hazards, safe operating practices, and performance expectations.

MV Transportation further supplements these methods with its Safety Point system, which is used to address safety-related violations of traffic laws or handbook requirements. When a violation occurs, a Safety Point Notice is issued by the General Manager and Safety Manager within 24 hours, and employees are required to complete retraining in the identified deficient area prior to returning to revenue service. Employees are compensated for any missed work during this retraining period, and repeated failure to meet safety standards or comply with safety requirements may result in additional disciplinary action, up to and including termination.

Across both MV Transportation and Via, safety communication is supported by ongoing safety meetings, structured feedback mechanisms, and continuous reinforcement of safe operating expectations to promote a strong safety culture focused on accountability, awareness, and continuous improvement.

9. Safety Committee

Establishment of a Safety Committee

In February 2022, the FTA published a Dear Colleague letter to inform the transit industry about the Bipartisan Infrastructure Law changes to PTASP requirements.¹ In accordance with the law, transit agencies that serve an urbanized area (UZA) with a population of greater than 200,000 people and receive Section 5307 funding are required to establish a Safety Committee under 49 U.S.C § 5329(d).² Pursuant to the amended 49 U.S.C. § 5329(d) and in compliance with the law, the Department of Planning, Development, and Public Transportation has elected to have MV Transportation's Division 239 (Putnam County) Safety Committee represent the County. As the largest privately-owned transportation company in North America, MV's goal is to provide the safest transportation possible in the provision of passenger transportation services. Additionally, Division 239 is under contractual obligation by the County to abide by all federal, state, and local regulations. Under their own corporate obligation, Division 239 was required to establish a site-specific Safety Committee. This company specific concept of a Safety Committee dates back to the original establishment of MV Transportation in 1975, however, Division 239's Safety Committee was newly revitalized in 2021. This site-specific Safety Committee is appropriately scaled to size, scope, and complexity of the transit agency and consists of three management (Safety Manager, General Manager, Road Supervisor) and three frontline employee (Driver, Monitor, Mechanic) representatives (see **Attachment H** for the organizational structure). The Safety Committee members are identified and volunteered by the Committee chairperson, the General Manager, and do not receive additional compensation for their participation.

In accordance with the Safety Risk Management section of this Plan, the Committee follows these procedures to identify and implement safety strategies:

- The Committee is required to meet quarterly and as needed. Prior to these meetings, the Safety Manager distributes an agenda (see **Attachment I**) which is determined based on areas needing improvement and/or repeated issues. At these quarterly meetings, the Committee walks around and evaluates the building and bus yard for safety concerns that need addressing. Once evaluations are complete, staff return to the safety training room to discuss and document additional concerns. Meeting notes are then typed and posted to employee bulletin boards. If a serious hazard is identified (i.e. damaged building cameras, lack of fire extinguishers, malfunctioning building entrances/exits, etc.) the Safety Committee must immediately notify the SMS Executive who will then create a work order and/or notify appropriate county staff.
- Putnam County Transit, operated by MV Transportation, provides routine training to its employees in order to mitigate both pedestrian and vehicular accidents. As such, topic specific monthly trainings and "safety blitzes" or bimonthly "standdowns" are mandatory for all operators (veteran and new). Training is critical, which is why the General Manager monitors safety statistics/trends and responds with training accordingly. Performance targets are reviewed, and goals are set forth annually as part of the Safety Risk Management program.
- If requested or if the need arises, the Committee will utilize technical experts, including other transit workers, to serve in an advisory capacity who may provide additional resources and/or tools to address concerns. The Committee may also request access to all daily vehicle/facility inspection reports and/or reports filed through the ESRP program which records safety concerns and suggested safety recommendations.
- In the event that the Safety Committee identifies safety concerns that are not promptly addressed by immediate supervisors and/or management, they are encouraged to come forward to the Agency Board of Directors (County Legislature) and/or the Accountable Executive (County Executive). In the event that the Accountable Executive decides not to implement a suggested safety risk mitigation, the Accountable Executive must prepare a written statement explaining their decision. The Accountable Executive must submit and present this explanation to the transit agency's Board of Directors.

Via's Joint-Labor Management Safety Committee:

Via has also established a streamlined Joint Labor-Management Safety Committee for Putnam On-Demand in accordance with the principles of 49 CFR Part 673 and scaled to the size of the operation. The committee meets quarterly and is responsible for supporting safety oversight, reviewing safety performance data, and recommending improvements to safety policies, procedures, and mitigation strategies. The Chief Safety Officer (CSO, also Field Manager) meets regularly with the Accountable Executive (General Manager) on a weekly basis to address operational safety matters and escalate issues as needed.

Committee Composition and Participation: The committee consists of two members: the CSO representing management and one independent contractor driver serving as the driver representative. The driver representative is selected on a volunteer basis, with the opportunity for annual participation and a rotating selection process if multiple drivers volunteer. Meetings are conducted virtually when needed, and driver representatives are compensated at their contracted rate for participation. To ensure broader engagement, Via also distributes monthly safety surveys to all active driver partners to supplement committee input and capture system-wide feedback.

Responsibilities and Authority: The committee supports the Safety Management System (SMS) through review and input on safety risk management, safety assurance, and safety promotion activities. Responsibilities include reviewing safety data and trends, evaluating hazards and mitigation strategies, monitoring safety performance, and providing recommendations for corrective actions, training enhancements, and procedural updates. The committee may also participate in safety event reviews and provide input on investigations and corrective action planning.

¹ [PTPTASP-Dear-Colleague-Letter-February-17-2022.pdf](#)

² [Bipartisan-Infrastructure-Law-Changes-to-49-U-S-C-5329%28d%29.pdf](#)

10. Assault on Transit Workers

Safety Risk Assessment for Assault on Transit Workers

On September 25, 2024, the FTA published its “General Directive 24” requiring all transit operators subject to the PTASP regulation to conduct a safety risk assessment of assaults on transit workers.³ In assessing the risk and severity of assault on transit workers, including both bus operators and transit facility workers, the Putnam County Department of Planning, Development & Public Transportation in coordination with the General Manager and Safety Manager of one of its contracted transit operators, MV Transportation Division 239, considered the following:

1. County staff and MV Transportation staff reviewed any previous history of incidents involving assault on bus operators or transit facility workers based out of the PART Transit Facility located at 841 Fair St., Carmel, NY. The facility houses public-facing operations including ticket/monthly pass sales, paratransit application intake and processing, photographs for identification cards/bus passes, and the dispatch/operations center which may have some incidental interaction with the public.
2. County staff reviewed its Safety and Security Reporting to the National Transit Database (NTD) for any previously reported major or non-major events or incidents involving assaults of transit workers including bus operators or transit facility workers dating back to 2012.
3. County staff and MV Transportation will consider current and likely future operating conditions to determine risk assessment of transit worker assault.

Upon review of the items listed above, Department staff utilized the FTA provided safety risk assessment matrix (see **Attachment J**) in order to select a likelihood and severity value for the risk of assault of transit workers while on transit vehicles as well as at revenue facilities.

Following a meeting on December 13, 2024 we originally selected “*moderate*” for the likelihood value and “*C – May cause minor injury or minor property damage*” for the severity value for the risk of assault on vehicles. **While we do not have any significant history of assaults on transit workers on vehicles, the MV Transportation management team identified an increasing trend of aggressive and unruly behavior from passengers and expects this trend to continue.** After a reassessment in June 2026, a moderate risk level assessment is still fair and warranted. However, for risk of assault on transit workers at our revenue facility, we feel the risk is lower, due to a much smaller volume of customers who come to the facility to either purchase tickets or to process paratransit applications.

Given the identified risk of transit worker assault, Putnam County and its contracted operators maintain a strict zero-tolerance policy toward physical violence, sexual assault, verbal or sexual harassment, threatening behavior, and other unsafe or abusive conduct. All incidents are subject to immediate response, investigation, and appropriate corrective or enforcement action. Operators provide de-escalation and conflict management training to equip employees with techniques for recognizing escalating behavior, applying verbal de-escalation strategies, and following established response protocols during service.

All public transit vehicles are equipped with interior and exterior surveillance systems to support incident prevention, deterrence, and post-incident investigation. Operators train drivers to use progressive response procedures during escalating situations, including verbal warnings, warnings of notification to dispatch, and reminders regarding onboard surveillance. If unsafe behavior continues, drivers are instructed to pull over in a safe location while dispatch coordinates with law enforcement for on-scene response. Transit worker assault drills are also conducted periodically with dispatch, management, and the Putnam County Sheriff's Office to ensure coordinated response readiness.

Additional mitigation measures have been implemented and continue to be evaluated, including facility access controls, surveillance signage on vehicles, and enhanced security at transit facilities. In Fall 2025 the Transit Facility was equipped with new entry access controls for all public entrances and a new front security gate was fully installed in Summer 2026. The Safety Committee continues to review opportunities for further improvements, including expanded de-escalation training, communication tools such as panic buttons or emergency radio functions, and other technologies designed to enhance employee safety and improve response to assault-related incidents.

³ [General Directive 24-1: Required Actions Regarding Assaults on Transit Workers](#)

Attachment A

PUTNAM COUNTY LEGISLATURE

Resolution # 173

Introduced by Legislator: William Gouldman on behalf of the Physical Services Committee at a Regular Meeting held on July 7, 2026.

page 1

APPROVAL - PUTNAM COUNTY'S ANNUAL PUBLIC TRANSPORTATION AGENCY SAFETY PLAN UPDATE IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)

WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and

WHEREAS, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* ("Final Rule"); and

WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 and operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and

WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance, and safety promotion; and

WHEREAS, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee. As such, the County will continue to utilize MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, in September 2024, FTA published General Directive 24-1 which requires transit agencies as part of their Safety Plan to conduct a safety risk assessment related to assaults on transit workers using the Safety Management System (SMS) processes, identify safety risk mitigations or strategies necessary as a result of the safety risk assessment; and provide information to FTA on how they are assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers; and

State of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on July 7, 2026.

Dated: July 10, 2026

Signed: _____

Diane Trabulsy
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution # 173

Introduced by Legislator: William Gouldman on behalf of the Physical Services Committee at a Regular Meeting held on July 7, 2026.

page 2

WHEREAS, the County, as a transit operator, is required to certify annually that it has developed/ updated its Safety Plan and such Plan meets all of the requirements of the Final Rule; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.*, has updated its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A;" now therefore be it

RESOLVED, that the County Executive, together with the Putnam County Legislature, hereby supports the County's continued participation in approved FTA services, programs and activities, as well as continuing to support the County's actions to meet eligibility requirements in order to receive FTA funding and financial assistance; and be it further

RESOLVED, that the County Executive, together with the Putnam County Legislature, hereby supports and approves for submission by the Department of Planning, Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further

RESOLVED, that this resolution shall take effect immediately.

BY POLL VOTE: EIGHT AYES. LEGISLATOR ADDONIZIO WAS ABSENT. MOTION CARRIES.

State of New York

ss:

County of Putnam

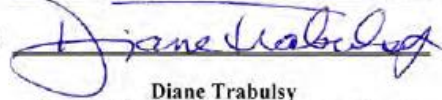
APPROVED

COUNTY EXECUTIVE **DATE**

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on July 7, 2026.

Dated: July 10, 2026

Signed:


Diane Trabulsy

Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #182

Introduced by Legislator: Greg Ellner on behalf of the Physical Services Committee at a Regular Meeting held July 1, 2025.

page 1

APPROVAL - PUTNAM COUNTY'S PROPOSED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)

WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and

WHEREAS, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* ("Final Rule"); and

WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 that operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and

WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance, and safety promotion; and

WHEREAS, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee. As such, the County will continue to utilize MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, in September 2024, FTA published General Directive 24-1 which requires transit agencies as part of their Safety Plan to conduct a safety risk assessment related to assaults on transit workers using the Safety Management System (SMS) processes, identify safety risk mitigations or strategies necessary as a result of the safety risk assessment; and provide information to FTA on how they are assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers; and

WHEREAS, the County, as a transit operator, is required to certify annually that it has developed/updated its Safety Plan and such Plan meets all of the requirements of the Final Rule; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.*, has drafted its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A;" now therefore be it

State of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on July 1, 2025.

Dated: July 7, 2025

Signed: _____

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #182

Introduced by Legislator: Greg Ellner on behalf of the Physical Services Committee at a Regular Meeting held July 1, 2025.

page 2

RESOLVED, that the County Executive, together with the Putnam County Legislature, support the County's continued participation in approved FTA services, programs and activities, as well as continue to be a recipient of FTA funding and/or financial assistance; and be it further

RESOLVED, that the County Executive, together with the Putnam County Legislature, support and approve for submission by the Department of Planning, Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further

RESOLVED, that this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO & BIRMINGHAM WERE ABSENT. MOTION CARRIES.

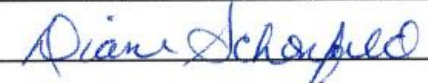
State of New York
ss:
County of Putnam

APPROVED

 7/11/25
COUNTY EXECUTIVE **DATE**

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on July 1, 2025.

Dated: July 7, 2025

Signed: 

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #126

Introduced by Legislator: Erin Crowley on behalf of the Physical Services Committee at a Regular Meeting held on June 4, 2024.

page 1

APPROVAL/ PUTNAM COUNTY'S PROPOSED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)

WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and

WHEREAS, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* ("Final Rule"); and

WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 and operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and

WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance, and safety promotion; and

WHEREAS, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee by July 31, 2022. As such, the County will be utilizing MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, the County, as a transit operator, is required to certify on/before July 1, 2024, that it has developed its Safety Plan and such Plan meets all of the requirements of the Final Rule; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.*, has drafted its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A;" now therefore be it

RESOLVED, that the County Executive, together with the Putnam County Legislature, support the County's continued participation in approved FTA services, programs and activities, as well as continue to be a recipient of FTA funding and/or financial assistance therefor; and be it further

RESOLVED, that the County Executive, together with the Putnam County Legislature, support and approve for submission by the Department of Planning,

State of New York

ss:

County of Putnam

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on June 4, 2024.

Dated: June 7, 2024

Signed: _____

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #126

Introduced by Legislator: Erin Crowley on behalf of the Physical Services Committee at a Regular Meeting held on June 4, 2024.

page 2

Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further RESOLVED, that this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. LEGISLATORS ADDONIZIO, ELLNER & NACERINO WERE ABSENT. MOTION CARRIES.

State of New York
ss:
County of Putnam

APPROVED


COUNTY EXECUTIVE **DATE** 6/11/24

I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on June 4, 2024.

Dated: June 7, 2024

Signed: 

Diane Schonfeld
Clerk of the Legislature of Putnam County

PUTNAM COUNTY LEGISLATURE

Resolution #125

Introduced by Legislator: Carl L. Albano on behalf of the Physical Services Committee at a Regular Meeting held on July 5, 2022.

page 1

APPROVAL/ PUTNAM COUNTY'S PROPOSED PUBLIC TRANSPORTATION AGENCY SAFETY PLAN IN CONFORMANCE WITH AND AS REQUIRED BY THE U.S. DEPARTMENT OF TRANSPORTATION'S FINAL RULE (49 C.F.R. PART 673)

WHEREAS, the U.S. Department of Transportation, by and through the Federal Transit Administration ("FTA"), provides funding and/or financial assistance to transit providers to, among other things, develop new transportation systems and improve, maintain and operate existing systems; and

WHEREAS, the County of Putnam ("County") is a direct recipient of FTA funding and/or financial assistance and, as such, must comply with FTA rules and regulations, more particularly, as set forth in 49 C.F.R. Part 673 *et seq.* ("Final Rule"); and

WHEREAS, the Final Rule requires that recipients of FTA grant funds and/or financial assistance under 49 U.S.C. Sec. 5307 and operate a public transportation system must develop a Public Transportation Agency Safety Plan ("Safety Plan") that includes the processes and procedures necessary for implementing Safety Management Systems ("SMS"); and

WHEREAS, the SMS components of the Safety Plan include, without limitation, safety management policy, safety risk management, safety assurance and safety promotion; and

WHEREAS, the County, as a transit operator, is required to certify on/before July 20, 2021, that it has developed its Safety Plan and such Plan meets all of the requirements of the Final Rule; and

WHEREAS, the Bipartisan Infrastructure Law amends FTA's final rule under 49 U.S.C. Sec. 5329(d)(5) to require recipients receiving Section 5307 funding and serving an urbanized area greater than 200,000 to establish a Safety Committee by July 31, 2022. As such, the County will be utilizing MV Transportation's previously established Committee consisting of three management and three frontline employee representatives; and

WHEREAS, the County, by and through the Department of Planning, Development and Public Transportation, in furtherance of the objectives of 49 C.F.R. Part 673 *et seq.* and 49 U.S.C. Sec. 5329(d)(5), has drafted its Safety Plan pursuant to the Final Rule, such Safety Plan attached hereto as Exhibit "A;" now therefore be it

RESOLVED, that the County Executive, together with the Putnam County Legislature, support the County's continued participation in approved FTA services, programs and activities, as well as continue to be a recipient of FTA funding and/or financial assistance therefor; and be it further

RESOLVED, that the County Executive, together with the Putnam County Legislature, support and approve for submission by the Department of Planning, Development and Public Transportation to the FTA the County's Safety Plan for review and approval, which Safety Plan is attached hereto as "Exhibit A;" and be it further

RESOLVED, that this resolution shall take effect immediately.

BY POLL VOTE: ALL AYES. CARRIED UNANIMOUSLY.

State of New York

ss:

County of Putnam



I hereby certify that the above is a true and exact copy of a resolution passed by the Putnam County Legislature while in session on July 5, 2022.

Dated: July 7, 2022

Signed:

Diane Schonfeld

Clerk of the Legislature of Putnam County

Attachment B

Safety Committee PTASP Approval Form

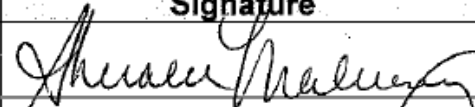
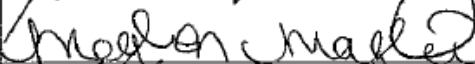
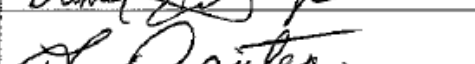
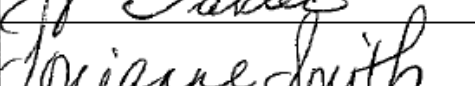
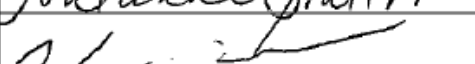
Purpose

In compliance with the Federal Transit Administration (FTA) Public Transportation Agency Safety Plan (PTASP) requirements, specifically **NEW REQUIREMENT 2-c** as outlined in **49 CFR §§ 673.11(a)(1)(i), 673.19(d)(1), and 673.31**, this document confirms the approval of the PTASP by the Putnam County/MV Transportation Safety Committee.

The Safety Committee has reviewed the PTASP prepared by the Putnam County Department of Planning, Development, and Public Transportation for the 2025/2026 period and thus approves the plan as meeting the applicable federal safety requirements.

Safety Committee Approval Signatures

By signing below, the Safety Committee confirms that it has thoroughly reviewed and approved the PTASP for the Putnam County Putnam Area Rapid Transit (PART) system.

Name	Title	Signature	Date
Sheralee Malverty	General Operations Manager		6/3/26
Meghan Maglio	Safety Manager		6/3/26
Mohamed Yohan	Road Supervisor/Dispatcher		6/3/26
Jacques Dantec	Putnam Area Rapid Transit (PART) Driver		6/3/26
Tonianne Smith	Early Intervention (EI) / Pre-K Monitor		6/3/2026
Willi Guzman	Mechanic		6/3/26

SYSTEM SAFETY PROGRAM PLAN

for

MV Transportation, Inc.



MV TRANSPORTATION, INC.

Division 239

Putnam, NY

October 2025

Sherelle Hallerty

Putnam On-Demand Safety Program & Plan

Authorizations

On July 19, 2018, the FTA promulgated its final rule 49 C.F.R. Part 673 - Public Transportation Agency Safety Plan (PTASP) which requires recipients of FTA Chapter 5307 funds to develop and implement a safety plan based on Safety Management Systems (SMS) principles and methods.

Via establishes this Safety Plan as our commitment to system safety and the principles of SMS. The objectives of our plan are to:

- Increase the safety of transit systems by proactively identifying, assessing, and controlling risks
- Continually improve safety performance
- Improve the commitment of transit leadership to safety
- Foster a culture of safety awareness and responsiveness.

Via is committed to implementing a systematic and comprehensive safety program. Leadership will visibly demonstrate its commitment to safety by monitoring hazards, enforcing and supporting safety programs, and promoting an open and transparent environment to discuss and address safety issues.

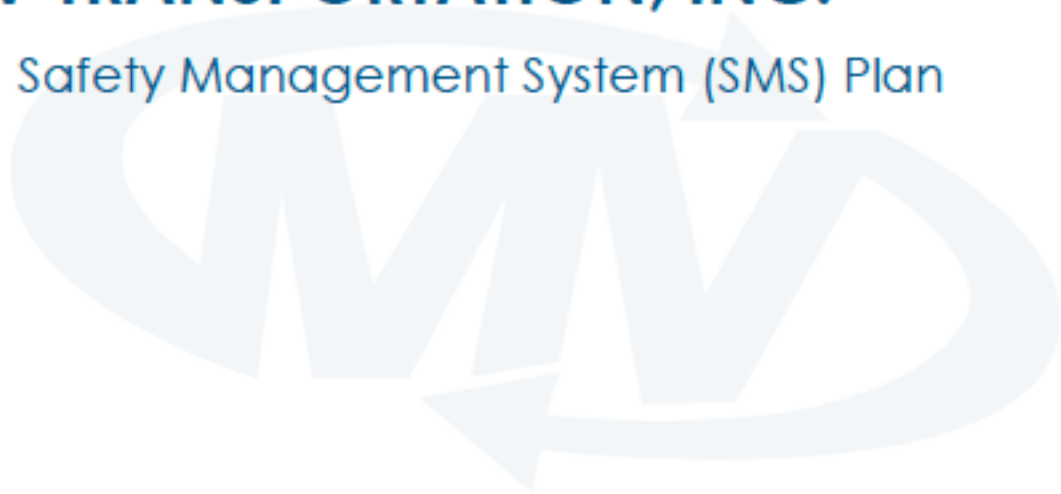
This Safety Plan was developed by Via to comply with FTA Part 673 requirements. The County Board of Directors (or equivalent body), Accountable Executive, and Chief Safety Officer have reviewed and approved this Safety Plan and assure that its contents meet the requirements of Regulation 49 CFR Part 673 through the establishment of a comprehensive SMS framework.

This Safety Plan will be distributed to all transit employees and will be reviewed and updated annually.

Approved by	Date
Jessica Tufnell, General Manager 	June 5 2026

MV TRANSPORTATION, INC.

Safety Management System (SMS) Plan



Attachment E

MV Transportation SMS Hazard/Risk Report Form			
This report concerns:	☐ Hazard ☐ Risk ☐ Near Miss ☐ Other		
Hazard Type:	☐ Policy/Procedure ☐ Operational ☐ Environmental ☐ Equipment/Design ☐ Training		
REPORTED BY:	☐ Employee ☐ Customer/Passenger ☐ Other:		le FD or PD
NAME:		LOCATION:	
Description of Safety Concern:			
PHOTOS:		☐ Yes ☐ No	
Hazard Analysis: According to Hazard Severity Matrix	☐ 1 Catastrophic ☐ 2 Critical ☐ 3 Marginal ☐ 4 Negligible		
Recommended Safety Risk Mitigation:			
Supervisor/Safety Manager Comments/Actions:			

Supervisor/Safety Manager:			
Hazard/Risk Resolution			
Is Hazard/Risk corrected "On the Spot"?	☐ Yes ☐ No	If the answer is "No" then proceed with the steps below:	
This report must be forwarded to the SAFETY DEPARTMENT; report is assigned to specific department(s) for hazard rectification; report is assigned a priority			
Priority:	☐ High ☐ Medium ☐ Low		
Hazard/Risk/ Near Miss deficiency corrected?	☐ Yes ☐ No	Date closed if "Yes"	Date
If answer is NO, notify Safety department to begin continuing action for resolution, and send to the Safety Team or Staff for recommendations.			
List how the Hazard/Risk/Near Miss was resolved			
			
Date Resolved		Click or tap to enter a date.	

Incident Report Form

Date: _____

I _____ was driving bus # _____ on
route _____

At _____ When _____

Driver Signature: _____

Supervisor: _____

Date: _____

Supervisor Comments :

Attachment F

Hazard Severity

Hazard severity is a subjective measure of the worst credible mishap that could be expected to result from human error, environmental conditions, design inadequacies, subsystem or component failure or malfunction, and/or procedural deficiencies. Using U.S. Military Standard MIL-882D, the ESC assigns one of four severity categories:

Hazard Severity Table

Category	Description
1 – Catastrophic	Death or system loss
2 – Critical	Severe injury, severe occupational illness or major system damage
3 – Marginal	Minor injury, occupational illness or system damage
4 – Negligible	Less than minor injury, occupational illness or system damage

Hazard Probability

The likelihood that a hazard will be experienced during the planned life expectancy of the system can be estimated in potential occurrences per unit of time, events, population, items or activity. The probability may be derived from research, analysis and evaluation of historical safety data. Hazard probabilities are ranked as shown in the following table:

Hazard Probability Table

Probability Level	Description
A – Frequent	Likely to occur frequently. Continually experienced in the fleet/inventory.
B – Probable	Likely to occur several times in life of an item. Likely to occur frequently in the fleet/inventory.
C – Occasional	Likely to occur sometime in life of an item. Likely to occur several times in the fleet/inventory.
D – Remote	Unlikely, but possible to occur in the life of an item. Reasonably expected in the fleet/inventory.
E – Improbable	So unlikely, occurrence is not expected. Unlikely to occur, but possible in the fleet/inventory.

Risk Assessment Frequency/Severity Matrix

	Severity			
Frequency	1 Catastrophic	2 Critical	3 Marginal	4 Negligible
A – Frequent	1/A	2/A	3/A	4/A
B – Probable	1/B	2/B	3/B	4/B
C – Occasional	1/C	2/C	3/C	4/C
D – Remote	1/D	2/D	3/D	4/D
E – Improbable	1/E	2/E	3/E	4/E

Hazard Resolution

After the risks are assessed, a plan is developed for resolution. There are essentially four choices in the hazard resolution process, as shown in the Hazard Resolution Table below.

Hazard Resolution Table

Severity / Frequency	Resolution
1/A 1/B 1/C 2/A 2/B 3/A	Unacceptable—correction required.
1/D 2/C 2/D 3/B 3/C	Unacceptable—correction may be required after review by CEO.
1/E 2/E 3/D 3/E 4/A 4/B	Acceptable—with review by CEO.
4/C 4/D 4/E	Acceptable—without review.

Q1 – Safety Connect Meeting Topics

What's New:
 Safety Connect Meetings will be published quarterly in 2026

A Safety Standdowns are prescribed (2100)
 March 26
 June 29
 September 26
 December 18
 Stand Downs 2026

Division Role Based action
 guides key actions based on safety connect meeting content

February launch of updated OSHA Narrative Training to Maintenance safety meeting topic

January 2026
Safety Connect Meeting

Fleet Safety Topic

- Intersection Awareness
- Left & Right Turns

Injury Prevention (OSHA)

- Slips, Trips & Falls

Maintenance (OSHA)

See February

Division OSHA/Compliance

- Facility Inspection
- Complete 2025 OSHA log

GM Action

- Develop Safety Improvement Action Plan

February 2026
Safety Connect Meeting

Fleet Safety Topic

- Security Awareness
- Violence Prevention
- Deescalation

Injury Prevention (OSHA)

- Hazard Recognition and Reporting

Maintenance (OSHA)

- Slip, Trips and Falls
- Workplace Violence Prevention

Division OSHA/Compliance

- Facility Inspection
- Post 2025 OSHA 300A Summary on 2/1

GM Action

- See *GM Connect One Pager

March 2026
Safety Connect Meeting

Fleet Safety Topic

- Managing Distraction
- Drowsy Driving

Injury Prevention (OSHA)

- Fatigue Management
- Wellness

Maintenance (OSHA)

Bloodborne Pathogens

Division OSHA/Compliance

- Facility Inspection
- OSHA Law Review
- Q1 Self-Audit

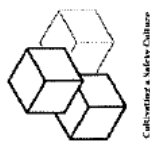
GM Action

- Training Program & Budget Review



Intersection Awareness/Speeding

Upcoming Safety Standdown – March 26, 2026



Safety Connect Meetings and Safety Spotlight Topics 2nd Quarter 2026

	April	May	June
Fleet Safety Topic	• Mobility Device Securement/ADA Recertification • Lytx MV+AI Enablement (Division Specific)	• Customer Service & ADA • Pre-Trip Inspection & Mirror Adjustment	• Pedestrian, Cyclist & Motorcyclist Awareness • KMA Program
Injury Prevention (OSHA)	• Ergonomics	• Heat Illness Prevention "105 days of Summer"	• Emergency Vehicle Evacuation • Bloodborne Pathogens
Maintenance (OSHA)	• Hazard Communication – Globally Harmonized System (GHS) • Chemical Exposure & Respiratory Safety • Ergonomics	• Heat Illness Prevention "105 days of Summer" • Fire Safety & Prevention	• Housekeeping • Emergency Preparedness and Response • Personal Protective Equipment
Division OSHA/ Compliance	• Facility Inspection • Remove OSHA 300A Summary on 4/30	• Facility Inspection • Review and update Heat Illness Prevention Plan	• Facility Inspection
GM Action	• Support and Review Maintenance Safety Connect Meeting with Maintenance Manager	• Prepare and lead team for May Safety Spotlight: 105 Days of Summer	• Prepare and lead team for June Safety Spotlight: Passenger Handling & Pedestrian Cyclist Awareness • Training Program & Budget Review

SAFETY
everybody everywhere everytime

Upcoming Spotlight Dates

May 13 - 105 Days of Summer
June 24 - Passenger Handling, Pedestrian | Cyclist Awareness



Attachment H

MV Transportation Division 239 Safety Committee Membership

Name	Title
Sheralee Malverty	<i>General Operations Manager (Chair)</i>
Meghan Maglio	<i>Safety Manager</i>
Mohamed Yohan	<i>Road Supervisor</i>
Jacques Dantec	<i>Putnam Area Rapid Transit (PART) Driver</i>
Tonianne Smith	<i>Early Intervention (EI) Pre-K Monitor</i>
Willi Guzman	<i>Mechanic</i>

MV Transportation Safety Committees first established in 1975 along with company

Division 239 Safety Committee newly revitalized in November 2021

The Safety Committee meets on a quarterly basis

Duties

Covid Period

- Monitor COVID-19 levels and adjust routes/employee coverage accordingly.
- Purchase and distribute PPE supplies to employees, management representatives, and passengers as needed.
- Identify and isolate infected individuals discretely and in compliance with State and CDC guidelines.

Quarterly Reviews

- Meet quarterly and as needed.
- Staff evaluate the building and bus yard for safety hazards that need addressing.
- Staff document and discuss additional concerns.
- Staff document meeting notes and then post them to employee bulletin boards.
- Provide mandatory monthly training and “safety blasts” to all operators.
- Mitigate both pedestrian and vehicular accidents and identify ineffective strategies.
- Monitor safety statistics.
- Identify safety deficiencies for continuous improvement.
- Review and set performance targets and goals on an annual basis.

Q1 Safety Committee Meeting Notes

February 26, 2026

- **2 lights are out in the yard.**
- **Peaceable Hill and Tunnels - remember to Slow Down/Stop before entrance and have on 4 way flashers - Honk Before and During passing through tunnels.**
- **Please ensure that ALL Passengers need to be seated before putting the bus in Drive.**
- **4 Down - Front First, 3 Around and a Final Check!!**

Attachment J

FTA Safety Risk Assessment Matrix

Hazard Assessed

- Transit workers must interact with passengers, patrons, and the public, and, at times, must clarify or enforce agency policies.

Potential Consequences

Transit workers are assaulted on transit vehicles

Likelihood

--Select Likelihood--

+ Add Potential Consequence

Please add all potential consequences

Risk Rating

Likelihood ?*

--Select Likelihood--

Severity ?*

--Select Severity--

[Risk Rating Matrix](#)

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			Severity				

Hazard Assessed

- Transit workers must interact with passengers, patrons, and the public, and, at times, must clarify or enforce agency policies.

Potential Consequences

Transit workers are assaulted in revenue facilities

Likelihood

--Select Likelihood--

+ Add Potential Consequence

Please add all potential consequences

Risk Rating

Likelihood ?*

--Select Likelihood--

Severity ?*

--Select Severity--

[Risk Rating Matrix](#)

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			Severity				