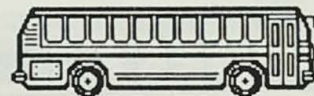




U.S. Department  
of Transportation

Urban Mass  
Transportation  
Administration

# UMTA



## *Transcript*

July 1990

Volume 1, Number 3

### **CHARTING THE PROCESS OF REAUTHORIZATION**

A quotation familiar to lawyers goes: "There are two things one shouldn't watch being made: one is sausage and the other is legislation."

Notwithstanding that caution, editors of Transcript believe UMTA staff would want to know about progress with UMTA's reauthorization legislation. In theory, UMTA and its programs can

turn into pumpkins on September 30, 1991. By that date, Congress must pass new legislation reauthorizing the agency's programs.

The process of developing UMTA authorizing legislation takes approximately 2 years, if past experience can predict the future. That process began within UMTA in September 1989, when the Office of Budget and Policy (UBP) issued a call to the Executive Staff and Regional Offices for proposals for the new authorization.

*(Reauth. continued on page 4)*



*Richard Steinman, Lynn Sahaj and Susan Schruth, meeting on the reauthorization proposal.*



**DIRECT DEPOSIT****JOIN THE TEAM, USE  
DIRECT DEPOSIT,  
ELECTRONIC FUNDS  
TRANSFER (EFT)**

Approximately 90 percent of all UMTA employees currently have their salary payments made by electronic funds transfer (EFT). That is a testimonial in itself that the system works and works well. UMTA strongly urges the remaining 10 percent to convert to direct deposit EFT transfer for their salary payment so that they may begin accruing the benefits of this system.

Conversion has been made much easier. There is a new sign-up form that does not have to be taken to your bank for processing which can be obtained from the Office of Personnel (UAD-30). Also, UAD-30 will assist you in answering questions you may have regarding direct deposit. Contact Phyllis Soldo on 366-2513 to sign up.

Some of the benefits of direct deposit EFT, as stated by Secretary Skinner in his September 14, 1989, letter to all DOT employees, are as follows:

- Saves you time by not having to deposit a check.
- Earns more interest by having the funds deposited in your account earlier.
- Is more secure than a Treasury check - It won't get lost or stolen!
- Significantly reduces the Federal Government's cost to issue payments.
- Is more convenient when you're out of town. ■

**Editor:****Tim Wolgast****Writers:****Belinda Kane****Ken Johnson****Inga Reeder****Pat Simpich****Contributing Writers:****Betty Atkinson****Laura Cavalla****Irv Chor****William Eargle****Steve Lesiak****Gloria Ronk**



## **Administrator Clymer Renews Commitment to Support the Nation's Senior Citizens in Mass Transit**

On Monday, June 11, 1990, UMTA Administrator Brian W. Clymer and Joyce T. Berry U.S. Commissioner on Aging, signed a Memorandum of Understanding (MOU) in an effort to improve coordination of Federal transportation programs serving senior citizens.

The agreement will help the two agencies develop methods to improve the coordination of transportation services, with special emphasis on senior citizens, low-income minorities, and disabled transit patrons. In addition, the MOU states that both agencies will explore the possibilities for public/private sector collaboration to improve transportation services in rural areas. Such activities shall support the following objectives:

1. Improve the coordination of transportation services funded under the Urban Mass Transportation Act of 1964, as

amended, and the Older Americans Act of 1965, as amended;

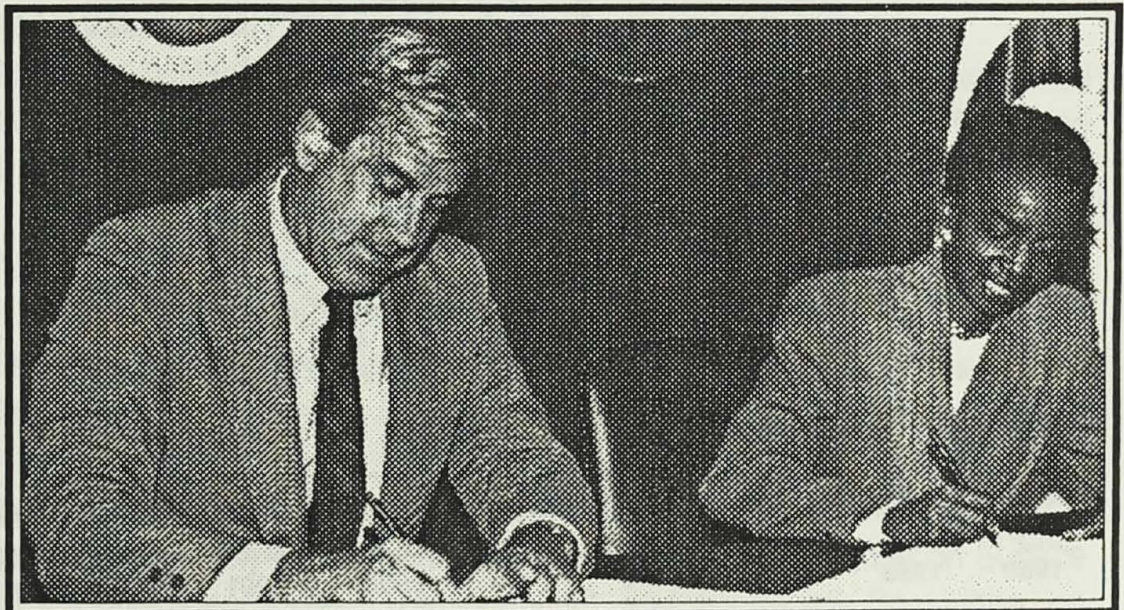
2. Promote coordination of funding sources at the State and local levels;

3. Identify and explore ways to remove Federal barriers that inhibit coordination of transportation services to older persons;

4. Facilitate the development of information sharing activities at the national, regional, and State levels;

5. Promote the development of volunteer rural transportation service systems; and

6. Develop research, demonstration, training, technical assistance, and dissemination activities. ■



*Brian Clymer and Joyce Berry at MOU signing.*



*(Reauth. continued from page 1)*

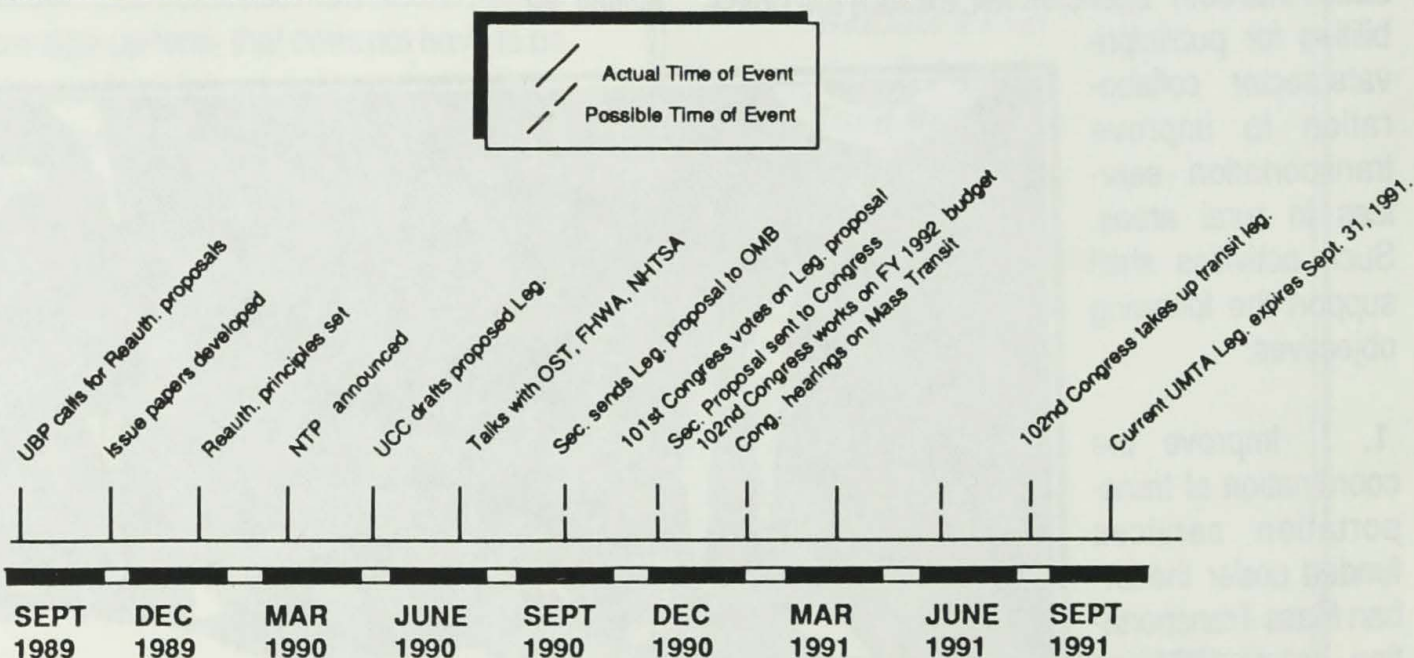
Similar actions are taking place in the National Highway Traffic Safety Administration (NHTSA) and the Federal Highway Administration (FHWA) because the legislation to be developed is a surface transportation act that addresses the programs of all three administrations.

### Steps To-date

Proposed legislative changes were sent to UBP in the fall of 1989 from throughout UMTA. Most suggestions were based on experiences with the existing law—portions difficult to administer, sections needing simplification, others that could use added flexibility. UBP staff summarized each proposal and added it to a matrix, identifying its positive and negative aspects and potential supporters.

During January and February 1990, a series of Executive Staff meetings were held with the Administrator. "Issue areas" had been identified, issue papers were developed, and detailed discussions were held on each issue and on the alternatives presented for addressing it. Examples of issues discussed included: Federal support of operating costs, funding of new starts, use of formula versus discretionary funds, program structure for rural and small urban areas, and program structure for planning and research programs. By March a set of legislative principles had been established (see box on page 6). The Chief Counsel's Office then drafted the specific legislation and accompanying section-by-section description.

## REAUTHORIZATION TIMELINE





## NEW NAME FOR UMTA?

Congress's new authorization of mass transit programs may mean a name change for UMTA. As TRANscript went to press, UMTA Administrator Clymer was preparing to announce in Phoenix on June 27 that he and the Secretary will propose changing UMTA's name when the Department's proposed reauthorization legislation goes to Capitol Hill. The recommended name will be the Federal Mass Transportation Administration.

The proposal will be part of the legislative package the Secretary will submit soon for reauthorization of the Federal highway, national highway

traffic safety, and mass transit programs. Authorization for the programs expires September 30, 1991.

The occasion for the Phoenix appearance was the fourth annual EXPO trade show and conference sponsored by the Community Transportation Association of America (CTAA). CTAA is composed mainly of organizations that provide transportation services and equipment for rural and small urban areas. The change in name, the Administrator was expected to note, recognizes the role rural transportation community now plays in mass transportation and the fact that the UMTA program today is no longer restricted to matters of urban transportation.

## Discussions with OST

By April, UMTA sent a preliminary legislative proposal to the Office of the Secretary (OST) that served as a basis for discussions between OST and UMTA staff; subsequently, a more formal "draft bill" was submitted.

## Talks with FHWA, NHTSA

UMTA staff also held discussions with staff of FHWA and NHTSA. Since the National Transportation Policy stresses the concept of intermodalism—the possibility that some highway and transit funds could be used interchangeably—it is important that programs of the three agencies be consistent and that unwelcome inconsistencies be addressed, in some cases, legislatively. Staff

from the agencies looked at such items as equipment definitions, matching ratios, and similarities and dissimilarities in planning requirements.

UMTA's final draft bill will eventually be submitted by UMTA to the Secretary's office. Following further discussions and perhaps modifications, the Secretary will then submit the proposal to the Office of Management and Budget (OMB) for approval before it goes to Capitol Hill. Following formal channels, the final proposal will be sent by the President to the Speaker of the House and the President of the Senate. It is then referred to two committees, the House Public Works and Transportation Committee (Subcommittee on Surface Transportation), and the Senate Committee on Banking, Housing, and  
*(Reauth. continued on page 6)*



*(Reauth. continued from page 5)*

Urban Affairs (Subcommittee on Housing and Urban Affairs).

### Parallel Developments on Capitol Hill

In a parallel process, the Congressional Committees themselves will also be developing legislation and holding hearings. UMTA hopes the proposed departmental bill will arrive on Capitol Hill in time to serve as the starting point for the Committees' deliberations.

### The 1982 Scenario

Reauthorization processes of past years point to scenarios that may unfold in the months to come. In 1982, an election year like 1990, Congress was called back after the November elections for a lame duck session and passed the Surface Transportation Assistance Act of 1982 just before Christmas. In that year the Congress had adjourned for Labor Day, returned in September to pass appropriations legislation (which must be passed by October 1), and adjourned in early October for the impending elections.

## ***Proposed Legislation Hangs on "Principles"***

"What is the Department's legislative proposal for reauthorizing the transit program?" John Cline, Associate Administrator for Budget and Policy, answered that question recently as the agency prepared for appropriation hearings.

"The reauthorization proposal is still being discussed within the Department; thus, it is too early to say what it will contain," Mr. Cline stated. "However," he noted, "it is possible to outline principles we are using to develop the proposal along lines consistent with the National Transportation Policy." The Associate Administrator expects the proposal to have the following features:

1. Increased reliance on user fees, and a reduced use of general revenues;

2. Increased availability of formula funds to ensure greater predictability and stability;

3. Ensurance that the existing transit infrastructure is maintained;

4. An effort to leverage more State and local funding with the Federal funds provided;

5. More local flexibility in the use of funds, including the possibility that some highway and transit funds can be used interchangeably; and

6. Increased attention to planning and research to ensure that decisionmaking is improved and technology is enhanced. ■



They returned after the elections to pass appropriations measures and UMTA's legislation, as well. The uniqueness of 1982 lies in the decision by Congress to raise the gas tax by five cents and to dedicate a penny to mass transit. The Administration supported that, and that agreement set the framework for a new approach for funding UMTA programs—funding by block grants for Section 9 programs and funding by the mass transit account of the Highway Trust Fund for the Section 3 capital grant program.

### **The 1987 Path**

Following a different scenario, in 1986 and 1987 two sessions of Congress were required to arrive at UMTA's authorizing legislation. That occurred because, although hearings had been held and a bill had been developed, Congress ran out of time in late 1986 and so the 99th Congress adjourned to allow the 100th Congress to consider the

measures in January 1987. The bill was passed on April 2, 1987. Similarly, if the UMTA bill should not be passed in 1990, the new, 102nd Congress would take up the legislation in early 1991. This is the scenario that seems more likely.

We will know more by fall. We will know at that time how far Congress has moved in hearings on the reauthorization proposals. We will know how far the Department has progressed with OMB, and we will have a flavor for the intricacies of the dealine between the Congress and the Department. Stay tuned. ■

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## **FAREWELL TO AN OLD FRIEND**

Our congratulations to Arlan Eadie, Chief Third Party Contract Review Division (UAD), on his retirement. We all join in wishing Arlan a long and happy life after UMTA. ■

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## **THRIFT SAVINGS PLAN**

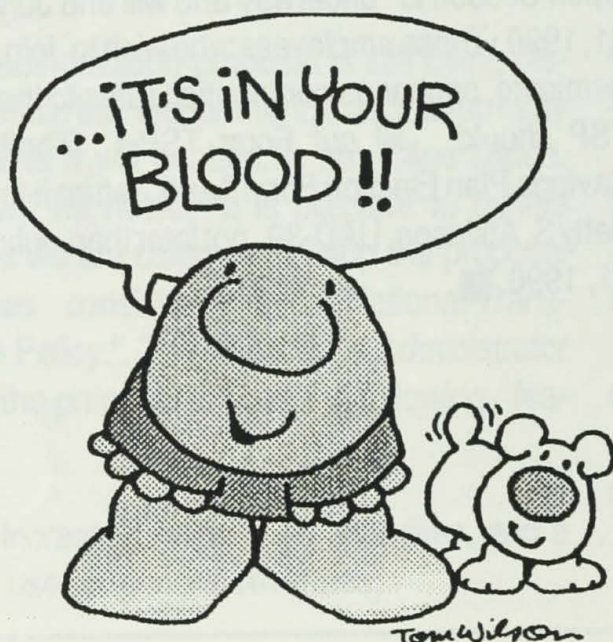
A reminder that the Thrift Savings Plan (TSP) Open Season is underway and will end July 31, 1990. Those employees who wish to join, terminate, or change contribution rates to the TSP should fill out Form TSP-1, "Thrift Savings Plan Election Form," and return it to Betty S. Atkinson, UAD-30, not later than July 31, 1990. ■



## BLOODMOBILE SCHEDULE SET BY RED CROSS

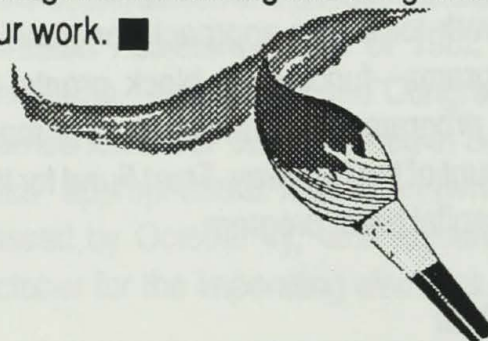
The Bloodmobile will be available at UMTA Headquarters on the last Wednesday of every month for the next 5 months, Steve Lesiak, UMTA Bloodmobile coordinator, has announced. Donations are accepted from 9 a.m. to 2 p.m. in Room 4234 of the Nassif Building. Mr. Lesiak has asked those employees planning to donate blood to notify him on the Monday morning before the scheduled Wednesday. The early notification will allow the Department to inform the Red Cross of the expected number of persons donating blood, which will in turn allow the Red Cross to have enough personnel on hand to avoid long waiting lines. Dates for donations are July 25, August 29, September 26, October 31, and November 28. For further information telephone Mr. Lesiak on 366-2483. ■

## GIVE LIFE



## WE NEED AN ARTIST!!

Always wanted to show off your artistic ability! What better place than in the TRANscript. Why not join the staff? Contact the Office of Management Planning and bring a sample of your work. ■



## ASK THE ADMINISTRATOR

Guess what! The TRANscript will be adding a new column to the paper. What is it? A column where you can address all those questions you've been just dying to ask the Administrator. Do you want to know the Administrator's policies, goals for UMTA, or program issues? Just submit your questions. All legitimate questions of general interest to UMTA employees will be answered by the Administrator and published periodically in upcoming issues of the TRANscript. So don't delay, submit your questions TODAY, to Tim Wolgast, editor, UMTA TRANscript, UAD-10, Room 7419. ■



## **AWARDS RECEIVED BY UBP STAFF**

William Eargle, Patricia Bobo, and Debora Smith of the UMTA Office of Budget and Financial Management were recognized "for excellence in cash management" by the Department of the Treasury in April at Treasury's annual awards ceremony. Presented by Secretary of the Treasury Nicholas Brady and UMTA Administrator Brian Clymer, the cash awards were given to the UMTA trio for their work in putting into place the Automated Clearing House (ACH) method of paying UMTA grantees, vendors, and employees.

Developed by the Treasury Department, the ACH allows Federal agencies to make grant payments, contract payments, or reimbursements to employees for travel expenditures by electronic means. This automated reimbursement is made to the recipient's bank, which, in turn, places the funds into the appropriate account. UMTA is the first Federal agency to become virtually "check-less" and the Department of Transportation was the only agency recognized during the Treasury ceremony. ■



*Nicholas Brady, Debora Smith, William Eargle, Patricia Bobo and Brian Clymer.*



## PROGRAM NOTES

**Section 15 Training Seminars**—The first of four seminars to provide instructions about Section 15 reporting was sponsored on June 26 and 27 by the Office of Grants Management in Washington, D.C. Addressed primarily to grant recipients and those indirect beneficiaries who must report transit operating and financial data as a condition for receiving funding under the Section 9 block grant program, the seminars have as their objective to provide both a comprehensive overview and detailed information on the Section 15 reporting procedures and requirements. COMSIS, contractor for producing the annual Section 15 report, is conducting the training. Approximately 50 persons are expected to be present at each training.

Dates and locations of the remaining seminars are as follows:

July 24-25, Sheraton Plaza, Chicago, IL.  
August 8-9, Hyatt Regency, Washington, D.C.  
September 18-19, Radisson Hotel, Denver, CO.

Information about the seminars is available from Linda Barnes, UGM-13, on extension (FTS) 366-6161.

**Meeting Program Objectives**—The Office of Technical Assistance and Safety (UTS) reported recently that at least 620 college students who worked on Section 11(a) University Research grants at their colleges are now employed in the field of mass transit.

One of the objectives of the University Research

program is to attract the nation's young talent into careers in public transportation by providing them industry-related practical experience during their academic studies. Staff of UTS in recent months interviewed university teachers who had served as principal investigators under the UMTA program and learned, by name, former student researchers now with jobs in mass transportation. Specifically named were persons employed as general managers of transit authorities, financial officers, directors of planning, deputy directors of operations, directors of marketing, and members of transit planning commissions and transit operations, planning, and financial management staffs.

Lawrence Schulman, Associate Administrator for Technical Assistance & Safety, reported that since 1978 there have been 276 competitive grants awarded totalling \$40.7 million. This includes grants to 55 minority institutions that received \$3.89 million.

**Eliminating Letter of Credit**—UMTA grantees using the Treasury's letter of credit method of payment were notified in May that they will be using a new electronic system for receiving UMTA funds by January 1, 1991. Treasury is eliminating letter of credit payments. Named the Automated Clearing House (ACH), the new system electronically transfers funds to recipients' banks for deposit to their account. This is similar to the direct deposit system used to pay employee salaries. About a third of UMTA's grantees currently use the new process.



**Updated Approval Package Under Review**—A Task Force led by Yvonne Griffin of the Office of Budget and Policy has completed its review of the elements that must be included in any Approval Package originating in Headquarters. The updated package is now being circulated among the Executive Staff for concurrence before being forwarded to the Administrator for approval. In addition to Ms. Griffin, Task Force members included:

Linda Watkins, UCC; Alice Royal and Harry Takai, UCR; Lisa Colbert, UTS; Tommy Carter, Lucy Jackson, and Lou Lepore, UAD; Kay Shillingburg, UGM; and Janie Gordon and Rhonda Robinson, UBP.

Although an initial purpose of the Task Force was to streamline the Approval Package and reduce its contents, its size remains about the same, Ms. Griffin noted. "We are proposing to eliminate some items, but new requirements must be met, so the number of items has not decreased," she stated. An addition proposed by the Task Force is the use of a checklist that, when signed, certifies that the items checked have been met. The checklist will eliminate the need to include paragraphs within the Approval Memorandum on the certified items.

As a result of the work of the Task Force, Headquarters' word processing network now contains standard paragraphs approved by both the legal and policy offices that can be selected, as appropriate, by project man-

agers as they develop their Approval Packages.

"All offices participated vigorously in revising the package," Ms. Griffin reported, "It was totally a team effort."

**Meeting Set with Access Board**—On Tuesday, July 17, from 9:00 a.m. to 12:30 p.m., the Office of Grants Management will host a briefing on "Accessible Transit Facilities under 504, ADA, and UFA's." The speaker will be Ms. Ellen Harland, an architect employed by the Access Board, formerly known as the Architectural and Transportation Barriers Compliance Board. The Access Board's function is to ensure compliance with accessibility standards set by Federal agencies.

The title of Ms. Harland's briefing refers to Section 504 of the Rehabilitation Act of 1973, which established that qualified handicapped persons could not be excluded from participating in any program or activity receiving Federal financial assistance. Ms. Harland will discuss the Americans with Disabilities Act (ADA) of 1990, a bill passed in differing versions by the House and the Senate, and which is expected to be reconciled and sent to the President this summer. Ms. Harland will also discuss the Uniform Federal Accessibility Standards (UFA's) for Federal and federally-funded buildings. The program will include a slide presentation and questions and answers on the ADA and accessibility issues. For further information, contact Irvin Chor, Program Guidance and Support Division, UGM-12, 366-1610. ■



## **SECRETARY SKINNER HOLDS CONFERENCE: IN SEARCH OF EXCELLENCE**

Think Big... Challenge The System! This was the theme of the one-day conference held by Department of Transportation (DOT) Secretary Samuel Skinner on June 13, 1990, at the Baird Auditorium in the Museum of Natural History in Washington, D.C. Approximately 500 of the Department's employees attended the conference, which was taped so that other people would be able to see and hear the highlights at a later date. As reiterated by the Secretary, the conference was the first step in a process of communicating, and following up on any changes that need to be made within the Department.

The focus of the conference was DOT, its people, mission, organization and how we can be most effective. The conference brought together speakers with varied backgrounds who have worked for and with the Department, including experts on organizational and managerial issues. The moderator for the conference was Eugene Croisant, Executive Vice President for Human Resources and Administration, RJR Nabisco. The speakers included such notable guests as Najeeb Halaby, a business executive and former FAA Admin-

istrator; John Barnum, Partner, White & Case, and former Deputy Secretary of DOT; F.G. "Buck" Rodgers, author and lecturer, former Vice President for Marketing, IBM Corporation; and Marc Roberts, Professor of Political Economy and Health Policy, Harvard University School of Public Health and John F. Kennedy School of Government.

The speakers provided a perspective on the mission, potential, strengths, and weaknesses of the Department. They gave insight on how other organizations are adapting to challenge and change, and discussed the Department from their different points of view.

As part of the follow-up from the conference and Phase 2 of the National Transportation Policy (NTP), several focus groups for organization improvement efforts are in the process of being formed. Also, "Listening Sessions" to get employee ideas on ways to improve the Department as an organization have been scheduled in Washington, D.C., from June 18, to July 13, 1990.

The conference proceedings were thought-provoking and served to confirm Secretary Skinner's commitment to make DOT "the best department in the Federal government" and a place "where you can say you're proud to work." ■



## **HOTDOG(S)!! UMTA PICNIC 1990**

Imagine yourself at the plate, the count is three and two, its two out and the bases loaded in the bottom of the last inning. With a hit you can be a hero and the talk of the agency for weeks to come. But if you make an out you go down in the annals of UMTA history as a "goat." As fate would have it you blast a homerun to deep center field, graciously accept the cheers of the crowd, and circle the bases ultimately receiving a HIGH FIVE from the Administrator as you cross home plate. Inconceivable? Sound like a fantasy? Well it can happen, but only at the UMTA 1990 PICNIC!!!!

Yes, its time again for some wholesome fun at UMTA's Annual Picnic. The picnic will be held Wednesday, July 11, at the U.S. Coast Guard Station, located at 7323 Telegraph Road, Alexandria, Va. All UMTA employees, friends, and family are encouraged to join in the festivities.

This year's festivities begin at 12 noon and will include softball, volleyball, horseshoes, recorded music, a special dunk tank event, and childrens games. The menu will include steak, BBQ chicken, franks, hamburgers, baked beans, macaroni salad, potato salad, chips, cookies, and beverages of all types. Food will be served at noon, so don't be late!!!!!!!!

Contact persons have been assigned for each office and will be able to answer pertinent questions relating to cost and transportation. In addition, flyers are available which contain a map or directions to the site and other pertinent information.

Come to the UMTA picnic and eat, drink, live out your homerun fantasy, or watch your fellow UMTA HOTDOGS live out theirs!!!!

See you there! ■

## **WASHINGTON RACE FOR THE CURE**

It was a beautiful, sunny day for the near 8,000 people who participated in "The Washington Race for the Cure." This well-organized event included a 5k run, 5k walk, and 1 mile fun walk which took place on Saturday, June 16, 1990, at 8:30 a.m. at Freedom Plaza in front of the District Building. The race also offered post-race refreshments, entertainment, and an opportunity to meet the many celebrities who showed up to make this a truly memorable time for all. Some participants even became unexpected winners—our own Carrie Smith from the Office of Accounting, UBP-24, was the lucky raffle winner of a 1990 convertible automobile. Congratulations, Carrie!

Hollywood stars Larry Hagman (better known as "J.R. Ewing") and Loni Anderson proceeded in the lead car at the start of the race. The Honorary Co-Chairs, Vice-President Quayle and Mrs. Quayle participated as well in this event. The Vice-President ran the 5k run, and his wife and children did the 5k walk.

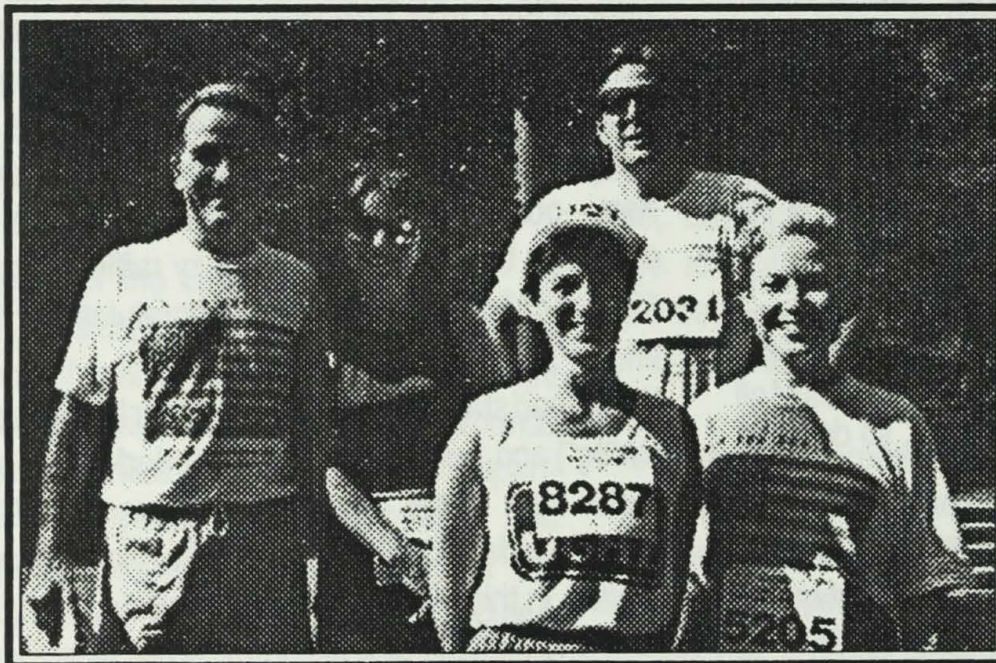
Secretary Skinner and his wife also joined the Department of Transportation employees in making this a  
(Race continued on page 14)



concerted DOT effort to support this worthy cause. DOT participants assembled as a team before the race and many of our employees wore their official race T-shirts and DOT hats. After the race, Secretary Skinner expressed his personal appreciation for the great turn out and support of his DOT employees and their families. The Department had 1,047 employees who registered to either participate in the event or make a donation at its Headquarters. This figure does not include the many other DOT employees who had already registered through the mail before the Headquarters office was established. Mr. Skinner was ecstatic by the show of support by the DOT employees, and he hopes we will do this again next year. ■



*Cylinda Queen and OST's William Hudson*



*Franz Gimmmler, Diana (Gloria Ronk's daughter), Daniel Duff, Gloria Ronk and Carol Kerr.*



## REGION VI VOLUNTEERS ADOPT-A-SCHOOL

The excellence of UMTA extends beyond the boundaries of UMTA's offices, facilities, and transit related projects. This phenomenon is evidenced by the volunteer efforts of Region VI staff members: Laura Cavallo, Peggy Crist, Juan Paredes, Scott Tuxhorn, and Blas Uribe. These regional employees recently participated in an Adopt-A-School Program in the Dallas/Fort Worth area.

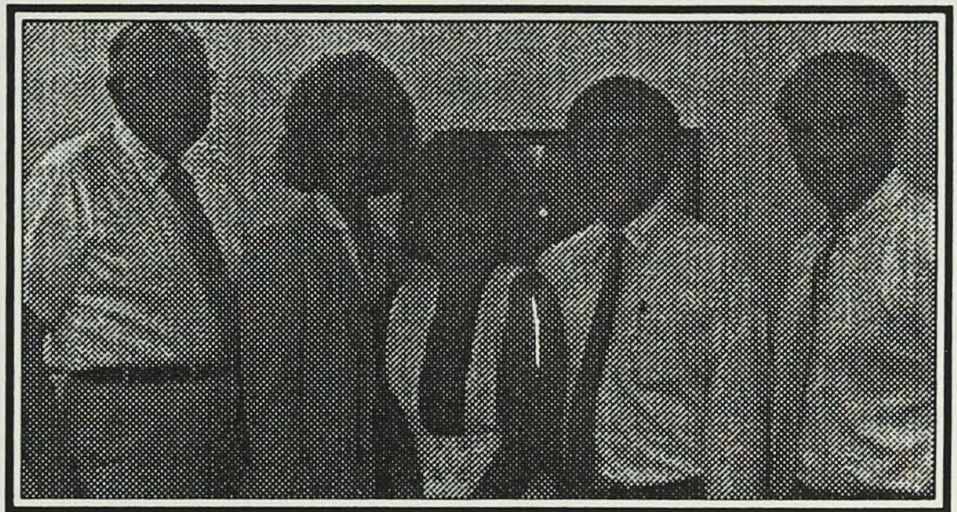
The program is a mentorship arrangement whereby the volunteers act as mentors to students from various high-schools within the area. The Region VI Office adopted the Diamond Hill High School which is located in the low-income area of Fort Worth.

The purpose of the program is to assist the students in preparing for the "working world". Regional staff members met with their designated students at least once a month, and assisted them in acquiring information about career fields of interest to the students. The mentors would then work with the students in formulating and developing a plan in preparation for entry into their chosen field.

For one of their meetings, the students were brought to the Regional Office and introduced to the staff members. They had the opportunity to observe staff members at work and were able to get feedback on questions they had. This gave the students an opportunity to learn about mass transit and how it operates. In addition, the students were familiarized with the different positions and duties within the office.

At the end of the six-month period, the volunteers and students attended a luncheon sponsored by the Adopt-A-School Coordinators and students. At this event they shared their experiences with the association and other students.

This is the fourth year the Regional staff has participated in the program with the Fort Worth schools. ■



*Scott Tuxhorn, Peggy Crist, Laura Cavallo, Blas Uribe and Juan Paredes*



**UMTA CALENDAR OF EVENTS FOR JULY 1990**

Mon	Tue	Wed	Thur	Fri
2	3	4 HAPPY BIRTHDAY AMERICA!	5	6
9	10	11 UMTA Picnic, 12 noon to 5 p.m., U.S. Coast Guard Station, Alexandria, VA	12	13
16	17	18	19	20
National System Safety Training, Oklahoma City, OK				
	Access Board Meeting 9:00a.m. - 12:30p.m. Nassif Building	National Training Program of Federally Employed Women, San Antonio, TX		
			Suburban Mobility Seminar, OK City, OK	
23	24	25	26	27
Mass Transit Instructor Orientation and Training, Green Bay, WI				
	Section 15 Training Seminar, Chicago, IL		Capital Planning Workshop, Miami, FL	
		Bloodmobile, 9 a.m. to 2 p.m., Room 4234, Nassif Building		
30 Bus Accident Investigation Training, OK City, OK	31 Open Season for TSP ends.			

Please contact Inga Reeder, UAD-10, at 366-2494 to provide events for the August Calendar