



Mountain Mobility System Safety Plan 2021 Annual Management Review Report

Background and General Information

The current Mountain Mobility System Safety Plan (SSP) was adopted by the County Board of Commissioners March 4, 2014 (an update to the June 2004 System Safety Program Plan). Buncombe County Planning and Development staff conduct an annual SSP review in consultation with Mountain Mobility Operations staff. The preceding annual review occurred in October 2020.

Mountain Mobility Operations, through an *Annual SSP Review Report*, provides recommended SSP revisions that align with current information, training, and operational procedures and practices. Buncombe County staff review proposed revisions to determine they are both appropriate and reasonable. SSP revisions are thereafter presented to the Buncombe County Community Transportation Advisory Board (CTAB). The CTAB received the current proposed revisions at its quarterly meeting on August 5, 2021.

SSP Reports and Analyses

Buncombe County staff conduct ongoing monitoring and review of Mountain Mobility Operations' SSP administration.

Mountain Mobility Operations submits monthly the following: (1) employee records; (2) vehicle operator turnover reports; (3) vehicle operator training records; (4) drug and alcohol testing records; (5) accident/incident/safety and security complaints records; (6) safety data and trend analysis reports; (7) copies of NC State Vehicle Inspections; (8) vehicle and wheelchair lift preventative maintenance compliance records; (9) current miles and preventative maintenance due mileage logs; and (10) mileage and breakdown reports.

Mountain Mobility Operations submits quarterly the following: (1) safety meeting records; (2) employee safety committee meeting records; and (3) facility inspection reports.

Mountain Mobility Operations submits annually the following: OSHA inspection records; (2) hazard assessment reports; (3) workplace security assessment documents; (4) internal safety audit records; and (5) DAMIS reports.

Buncombe County staff maintain a compliance checklist and issue a monthly Certification of Review summarizing compliance and inspection reports and supporting documentation reviewed, which are retained on file.



Conclusion

The SSP will be updated upon approval of revisions by the Board of Commissioners. The 2021 Annual Management Review Report, 2021 Annual SSP Review Report, and revised SSP will be submitted to the NCDOT Integrated Mobility Division as required.

