

# umta **TRANS** script

Formerly  
the UMTA  
Newsnotes

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UMTA employees  
by the  
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## **Executive Secretariat Established**

UMTA has established a new executive office, the Executive Secretariat, to serve as a central clearing point for documents and action assignments directed to or issued by the Office of the Administrator. Diane Pisano, formerly of UAD, has been named to head the office; Kathy Thomas and Jean Alvarez, both formerly of UCC, will staff the office.

The new office's primary responsibility is to ensure the complete staffing of all documents directed to the Administrator and the timely and accurate handling of all correspondence and memoranda issued by UOA.

The office also will handle special reports and projects requested by UOA, assist other offices in the development of issue papers and briefing papers, and participate in initial phases of policy formulation.

Many Federal agencies have established executive  
*(continued on p.2)*



*Administrator Patricelli got first-hand reactions to the Morgantown PRT system from West Virginia University students when he visited the site in December. The system is running again after a vacation shutdown and problems of guideway icing are being resolved.*

## **Executive Secretariat**

*(from p.1)*

secretariats in recent years to coordinate and streamline document flow within the agency. Such control points can ensure timely response to incoming correspondence and policy consistency for all outgoing correspondence and memoranda.

New routing codes for the Office of the Administrator will be announced soon.

## **Programs, Policies**

### **UMTA Well-Represented at TRB Annual Meeting**

One afternoon session during the Transportation Research Board's (TRB) annual meeting to be held January 19-23 in Washington will be devoted exclusively to UMTA programs and activities and will include presentations from six members of UMTA's executive staff. About one-half dozen other UMTA staff members will appear on conference session panels scattered throughout the week's sessions.

The TRB meeting, expected to draw about 4,000 participants, will offer more than 130 sessions on various transportation subjects. Of these, 33 will be devoted to mass transit issues.

TRB is an agency of the National Research Council established to stimulate research concerning the nature and performance of transportation systems, disseminate information and encourage application of findings. DOT is a principal supporter of TRB activities.

UPA plans to set up an UMTA information center to distribute UMTA materials and the agency's multimedia exhibit also will be displayed.

### **Rail Procurement Meeting Held**

A January 6-7 meeting at Transpoint brought together UMTA staff members and representatives of 11 rail transit properties to discuss rail procurement contract terms and conditions. APTA, several state agencies and the Transportation Development Corporation also sent representatives to the two-day meeting.

The group agreed upon the need for terms and conditions guidelines rather than requirements and discussed specific problems related to terms and conditions in procurement contracts. A smaller group, representing the transit authorities, APTA and the Rail Progress Institute, will meet at a later date to draft a preliminary set of terms and conditions in rail procurement for UMTA review.

UMTA's UCA, UTM and UAD were represented at the meeting.

## Personnel Notes

### Job Openings

UAD-60 has announced these job openings: Supervisory Transportation Representative, GS-301-12, UCA, Section 5 Division, closes 1-21-76 (Announcement #376); Mechanical Engineer, GS-803-14, UCA, Division of Project Management, closes 1-28-76 (Announcement #371).

### Mailing Codes Revised

UMTA's mailing codes have been revised and all distribution orders should reflect the new codes. If you have not yet received a list of the new codes, contact Jim Webb at x64865.

## People, People, People

### UCA's Mano Back on Job

Welcome back to UCA's Ki Mano, who has been home recuperating from a serious accident he suffered in November. We're glad to see his return and speedy recovery.

### New Employees

Two new employees for URD -- Chris Rightsell and Debbie-Beth Burns, both from NHTSA. Welcome aboard!

### Butler Named Vice Chairman

Gil Butler of URD's Rail Division has been elected Vice Chairman of the Interagency Committee on Excavation Technology, a group representing 14 Federal agencies involved in excavation technology, research and development.

### URD's Johnson Gets Her Degree

Artis Johnson of URD has persevered and will receive her bachelor of science degree in special education from D.C. Teachers College in commencement ceremonies scheduled for May 13. She's already completed degree requirements, following a college career, both full and part-time, that lasted longer than she'd care to remember. Congratulations!

### UPP's Gurin is Published

UPP's Doug Gurin recently had his guest editorial -- Comments on Transportation Planning Education -- published in the AIP Transportation Planning Department's December newsletter.

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*UMTA Transcript is published every week. Deadline for receiving copy is Wednesday at noon. Please direct all information to your office contacts: Tim Wolgast, Bob Abrams, Gwen Cooper, Vicky Seal, Nancy Terry, Joanna Paxson, Irvin Bromall, and Jo Tucci.*

Acting Director of Public Affairs: Diane G. Enos  
Editor: Minerva Figueroa

## URD's Rodano Wins 'Door' Prize



Edith Rodano, URD, was more than a little surprised when the DOT Employee Recreation Association representative told her she'd won second prize in the "traditional" category for holiday door decorations; few UMTA employees even knew there was a contest. Actually, it didn't quite happen that way. "A woman came in one day and asked who did the door decoration," Edith said. "When I told her I did it, she said 'Nuts to you'." Edith figured it was another one of those building security problems but the DOT/ERA rep quickly produced the prize -- a bag of pecans.

## Around the Regions

### Region III's Lebeau is New AIP Member

Urban Planner Al Lebeau in Region III has passed all examinations and is now a full member of the American Institute of Planners.

### UMTA Grantee Gets Region II Award

An UMTA grantee, the Central New York Regional Transportation Authority in Syracuse, received one of six annual awards presented by the Region II Field Coordinating Group for demonstrated competence, performance and achievements that contribute significantly to the accomplishment of the transportation mission. Awards were presented in a ceremony on January 9.

The Authority (CENTRO) was commended for its balanced transportation program and a number of transit innovations implemented during the previous year. These included Transit Tuesday, a bus token promotion in conjunction with a local fast food chain, Free-B, which provides free rides in the central business district between 10 and 2 daily; the development of transit in two small nearby counties, and CENTRO'S work with the Project Advisory Committee to develop transit programs for elderly and handicapped riders.

Region II Director John Taylor joined DOT Deputy Secretary John Barnum and Bayard S. Forster, representative for the Secretary, in presenting the award.

### Mail Smart - Save UMTA \$\$

UMTA's postage costs for FY 1976 will be considerably higher than the \$75,000 originally estimated for the year due to the recent 30 percent postal rate increase. You can help lessen the crunch by mailing cheaper. By folding materials previously mailed flat, you can save UMTA 40 cents per letter. ("Flat" mail postage costs four times as much as folded letter-size postage.) You can halve your mail volume by combining and mailing routine material to regular addresses every other day. Evaluate your mailing lists regularly as required by law and avoid unnecessary use of air parcel post (now called "priority" mail) which costs three times as much as regular parcel post.