



MSM Operations Newsletter

Issue No. 24-1
March - 2024



2024 – WELCOME BACK

The start of the 2024 operating season will begin the first weekend in May, weather permitting. Coming off a solid 2023 season we will continue with the same schedule – both for regular operations and the special events. As we have done in the past all operating volunteers (including station agent only volunteers) will be required to take a recertification quiz, which will be done in-person. Those operators who had less than 10 hours of operating time in 2023 and all second-year operators are required to complete a hands-on check ride (in addition to completing the quiz) to ensure their operating skills meet the standard to operate the equipment safely and effectively. We hope to complete the check-rides in April so that all operators are eligible prior to the season start.

There are a couple of items that I would like to bring to your attention.

- The recertification quiz will be administered live during the foremen and operator meetings at both CHSL and ESL. Dates and times are outlined later in the newsletter. If you cannot make one of the sessions, please contact me (Bruce.Gustafson@optum.com) or Karen Kertzman.
- As has been mentioned at the member meeting and in the latest edition of the “Currents”, we are working to create a culture of safety and will focus on it through a number of activities and initiatives.
- Due to serious equipment accidents last year delays in availability of the PCC and DSR 265 are anticipated to negatively impact the early schedule. The good news is that DSR 265 will be available later in the year to support the critical fall events at ESL and TCRT 322 in June.
- Please familiarize yourself with both the Operating Rule Book and the Foreman’s Checklists prior to operating, which can be viewed and downloaded from our website: <https://trolleyride.org/member-resources/operations-documents/>. As in the past, the recertification quiz provides specific references to the Rule Book, highlighting the importance of understanding the appropriate rule and its application.

START-UP ACTIVITIES

April	Foremen/ Operator meetings Recertification quiz Check-rides POS refresher training
May 4	Season begins

Finally, and most importantly, I would like to welcome back all returning Operating crew members. On behalf of the Museum’s operations leadership, I would like to thank you again for your time and active participation in supporting our museum and with your help look forward to a great 2024 season.

2024 RECERTIFICATION TRAINING

As we have done over the last several years all operators (see CHSL exception below) have been deactivated and cannot access ShiftPlanning/ Humanity until they successfully complete recertification training.

Recertification requires:

1. ALL operating members (including Station Agent-only volunteers) are required to recertify by completing a recertification quiz. Given the emphasis on safety and ensuring all members are knowledgeable of how to

prevent and respond to accidents quizzes will be taken/ completed in person during the foremen and operator meetings.

2. POS training (required at both CHSL and ESL). Efforts will be made to combine training with other required recertifications.
3. In addition, certain operators are required to successfully complete a check ride (a hands-on test of operating competency) prior to being allowed to sign up for a shift in Shift Planning and operating a streetcar.

FOREMEN/ OPERATOR MEETINGS

The meetings will last approximately 1 hour, during which time the quiz will be administered and discussed, and other expectations and safety/ operational plans will be discussed.

CHSL (at the carbarn)

- Foremen Meetings
 - Monday (4/8) 6-7p
 - Wednesday (4/10) 6-7p
- Operator Meetings
 - Sunday (4/14) 2-3p; 3-4p
 - Sunday (4/21) 1-2p; 2-3p; 3-4p
 - Monday (4/22) 6-7p

ESL (at the carbarn)

- Thursday (4/4) 10:30 to noon
- Wednesday (4/10) 1 to 2:30
- Saturday (4/13) 10:30 to noon

CHECK RIDES

For 2024 the following categories of individuals are required to complete a check ride:

- All second-year operators
- All operators who operated less than 10 hours in 2023. (*NOTE: This is by location.*)

CHSL

Operators requiring check rides are listed below. Starting in mid-April (depending on weather) we have scheduled a series of sessions to allow operators requiring check rides to sign up for slots. While our focus is on a subset of the volunteers as listed below, if you are not on the list and would like to practice operating prior to the season, please contact me (Bruce Gustafson).

- **CHSL operators requiring check rides will be active in ShiftPlanning/ Humanity as a “Helper”. In ShiftPlanning Helper shifts will be created in April to allow volunteers to pick their check ride sessions.** If the identified dates/times in ShiftPlanning do not work for you, please contact me, Bruce Gustafson directly.

Second Year Operators:

Carlson, Britta	Lebda, Anthony	Noll, Karen
Gascoigne, Jennifer	Leininger, Bob	Rich, Ted
Kockelman, Andy	Lind-MacMillan, Tom	Zenisek, Sergio
Lawrence, Griffin	May, Tom	

Operators < 10 hours in 2023:

Anderson, Keith	Canada, Craig
-----------------	---------------

Dates/ Times for the check-rides are shown below:

Monday	15-Apr	5:30-7:45p
Wednesday	17-Apr	5:30-7:45p
Friday	19-Apr	noon - 3:00p
Sunday	21-Apr	noon - 3:00p
Wednesday	24-Apr	5:30-7:45p
Sunday	28-Apr	noon - 3:00p

ESL
 Operators requiring check rides are listed below. Dates and times for check rides will be coordinated by Karen Kertzman. Recertification on DSR no. 78 and POS will be scheduled in April for all operators and foremen with the goal to complete both certifications at the same time.

Second Year Operators
 Hackbarth, Ryan

2023 OPERATION REGULAR SCHEDULE

CHSL
 No material change from 2023. The full schedule, which is effective between Memorial Day weekend and Labor Day is shown below. A reduced (weekend focused) schedule will apply in May and September/October.

- Wednesday afternoon 1:00-4:00p
- Wednesday evening 6:30-8:30p
- Thursday evening 6:30-8:30p
- Friday afternoon 1:00-4:00p
- Friday evening 6:30-8:30p
- Saturday – two shifts 12:30-8:30p
- Sunday – two shifts 12:30-8:30p

We are planning two PCC shifts – Thursday evening and Saturday 1st shift

Planning to run full slate of special events, including:

- Open Doors Minneapolis
- All Aboard (event for autistic children)
- PJ Party, Murder Mystery

ESL

As with CHSL, the full schedule will be in effect from Memorial Day weekend through Labor Day.

- Saturday – two shifts 10:00a – 4:00p
- Sunday 12:00-3:00p

Also planning to run a full schedule of special events.

HUMANITY/SHIFT PLANNING UPDATE – JIM VAITKUNAS

Humanity/Shift Planning (H/SP) Update. The Humanity dashboard and content is basically unchanged from 2023. Here are some reminders on the “new” and legacy Shift Planning.

- Dashboard remains essentially the same.
- You’ll still click on the **Shifts Available** button on the left side of your dashboard screen to sign-up for shifts.
- When you click on the “New” Shift Planning button on the top of your Humanity screen you now get a different screen. The default screen hopefully shows all qualified operating personnel, i.e. those who have successfully recertified. See the reminder below on the “New” Shift Planning screen and information.
- We strongly urge you to go to the old “legacy” ShiftPlanning which is on the far right of the top colored bar of the dashboard screen. Here, the **List View** will show the schedule for a day, week or month. A representative of Humanity has told us that their technicians are still working on the “New” Shift Planning and fixing bugs, so the legacy ShiftPlanning isn’t going away any time soon. If you want to get a better look at the total schedule and especially who has signed up on a shift, the legacy Shift Planning is what you should use.
- Your profile page format is essentially unchanged. But we ask that you take a quick look at your profile and update it if necessary.

IMPORTANT REMINDER. Until we tell you otherwise, do not refer to the “New” Shift Planning information—it is totally not correct and incomplete. Please go to the Shift Planning “Legacy” button on the far right on the top-colored bar for all the correct shift planning information.

You will not be able to sign-up for operating shifts until you have completed recertification. You still can logon to H/SP and see what’s-what, but that’s it until you recertify.

Jim Vaitkunas will again be the H/SP manager and point-of-contact for this operating season. When the season begins, he will send weekly e-mail blasts to all qualified operating personnel with the vacancies for the following week to 10 days. However, we urge everyone to sign-up as early as you can so you can get the shifts that you like—the early bird gets their shift.

While all of us have gotten more-or-less used to using H/SP, if at any time you run into problems, or if you need any help, please contact Jim at jim.vaitkunas@trolleyride.org There is a mobile smart phone app for H/SP that you can download onto your smart phone from the Google Play Store and use to check your schedule, sign-up for shifts, etc. Finally, if you are forced to cancel your shift because an emergency has arisen, please let your shift Foreman know that immediately. If your shift is two-weeks or more in the future, let Jim Vaitkunas know so the vacancy can be advertised. If your shift is scheduled for less than two weeks, let your Foreman and Jim know but the burden is on you to try and find your replacement by either getting someone to take your place or by swapping shifts with someone.

NEW HIRE TRAINING – BILL PEKARNA

The training team is led by Bill Pekarna, Training Superintendent, and includes Linda Ridlehuber, Katie Barron, Fred Beamish, Pat Cosgrove, Jerry Betz, and Andy Jacob. Karen Kertzman will again lead the ESL training team, with support from Jim Kertzman. The training format will be similar to prior years with a combination of classroom at CHSL, car operation fundamentals at CHSL, and site-specific instruction. Training is planned to start April 7.

Post orientation, Bill has identified the following interest:

Operators:

▪ CHSL	21
▪ ESL	3
▪ Undecided	1

Non-Operators:

▪ CHSL Depot Agent Only	1
▪ ESL Station Agent Only	1
▪ ESL Maintenance Crew Only	1

SAFETY – EVERYONE’S RESPONSIBILITY – JOHN DILLERY

As a reminder before the season starts, listed below are several general reminders on safety.

- Check all mirrors - both the outside and inside ones - to be sure you get a clear view from your operating position inside the streetcars before you move. Most of our cars were not designed to back up as much as go forward, yet we do. You will compensate for the lack of rear vision mirrors on these cars by turning and looking back to your right and left immediately BEFORE moving the car rearward. Avoiding potential hazards requires being aware of our surroundings at all times.
- Like driving an automobile, drive defensively. Look forward at least 100 feet down the track as you move along. Keep your eyes moving. Remember the limits of your vision on your right and left perimeter, moving your head right and left as necessary so you see the unexpected. Always consider the car's stopping distance.
- Listen for unusual noises coming from the streetcar, such as leaking air and report them. Even if you hear nothing, remember to check the air gauge for correct pressure on the air-brake cars while coasting before you reapply power.

OPERATIONS BULLETINS IN EFFECT

Both Locations

▪ **24CE-1 - Cancellation of Operations Due to Excessive Heat**

It is MSM policy operations will be cancelled when the heat index reaches a dangerous level. A shift should be cancelled if the heat index is 95 or greater, which is reflected by the green line in the heat/ humidity chart below.

As with other weather-related cancellations the Foreman will decide to cancel a shift. They should check local weather conditions using websites such as NOAA or Weather Underground to get the latest heat index info.

When the Foreman cancels a shift due to heat, the procedures are the same as a rain cancellation. Foremen are responsible to:

CHSL:

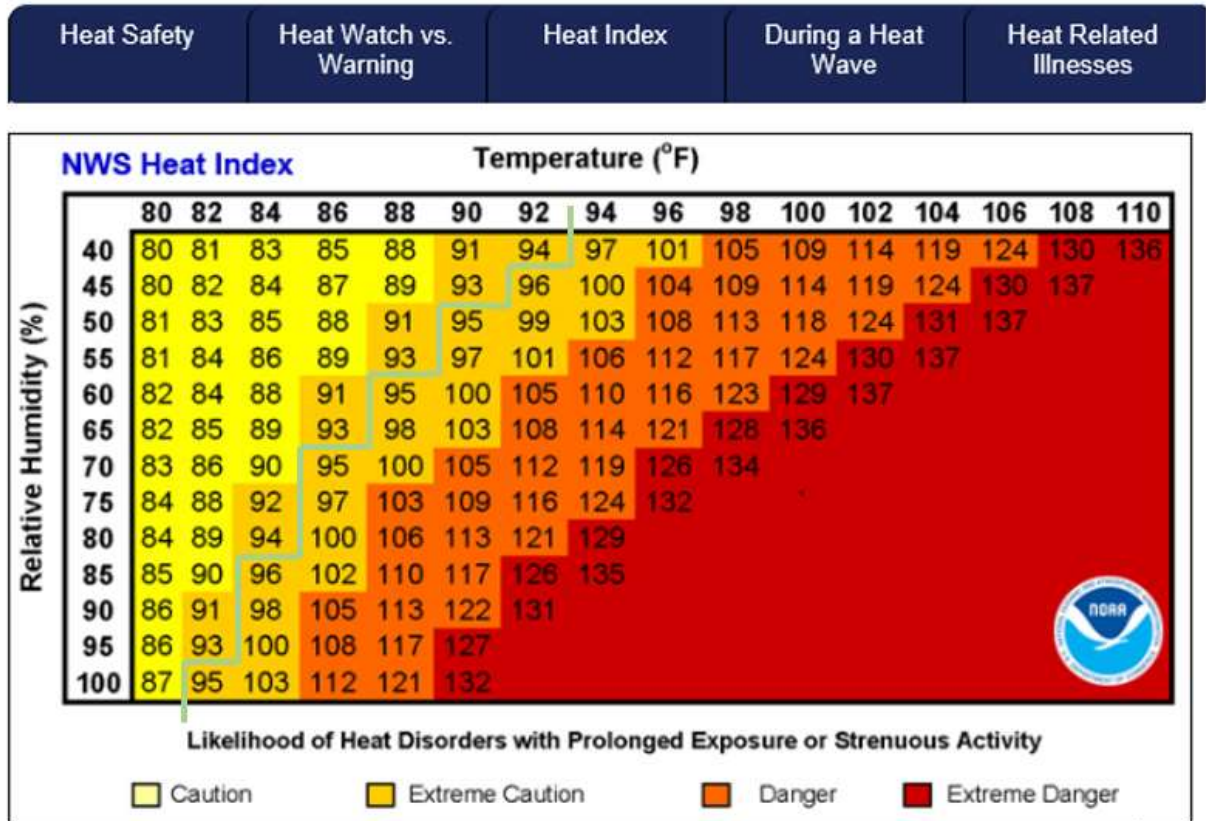
1) call your crew

- 2) contact Rod Eaton or Ben Franke to post the cancellation to our website
- 3) if possible, place a sign in the depot door indicating the reason operations are cancelled

ESL:

- 1) Call your crew
- 2) Call Karen or Jim Kertzman

When temperature and humidity rise, it is critical that volunteers drink plenty of water, slow down, and watch yourself and others for any signs of heat exhaustion.



CHSL

- None. There are no special bulletins in effect at this time

ESL

- **24E-1 - Operation of All Streetcars in the Excelsior Car barn Yard**

The Foreman is the only crewmember authorized to operate a streetcar within the ESL car barn yard. The ESL car barn yard is defined as all track leading from the mainline switch into the yard lead with two left-hand switches, and all three yard tracks including the tracks inside the ESL car barn. Track #1 is defined as the track nearest the ESL mainline with the other two tracks numbered 2 and 3 in a southward direction.

While operating a streetcar within the ESL car barn yard, Foremen must observe the position of the switch points to ensure that the switch is correctly set for the track onto which the streetcar should go. After determining that the switch is set correctly, the streetcar can then proceed.

- **24E-2 - Movement of DSR Car No. 265 in/out of the Car Barn**

Extreme care must be taken when moving Duluth Street Railway (DSR) car no. 265 in or out of the car bar.

Movement to/from Track 1

- *When leaving the carbarn on track 1 slowly proceed through the first frog to ensure that the trolley wheel goes through the frog successfully.*
- *When putting the car away the trolley wheel will follow the track 2 wire when going through the frog. To correct for this, the Foreman must STOP the car allowing the Conductor to MOVE THE TROLLEY WHEEL TO THE TRACK 1 wire. The crew should continue to monitor the car as it slowly moves toward the carbarn.*

Movement to/from Track 2.

- *It is necessary when leaving the carbarn on track 2 to STOP right before the Trolley wheel goes through the first frog (2 - 3') AND MOVE THE WHEEL TO THE TRACK 3 wire. Then slowly proceed forward and the wheel should go through the frog OK. IF this is not done the wheel WILL DEWIRE.*
- *When putting the car away the wheel will follow the track 3 wire when going through the same frog. STOP AND MOVE WHEEL TO TRACK 2 wire.*

- **24E-3 - Required Air Brake Test When Leaving the Carbarn**

To avoid potential loss of braking power after the departure from the car barn for the Water Street platform, it is required that the operator conduct rolling brake test to ensure the air brakes are functioning properly.

This step is in addition to the current requirements of conducting a rolling brake test when changing directions.

MECHANICAL UPDATE – DICK ZAWACKI

CHSL STREETCAR STATUS

TCRT 1300

The car, which was called upon to support all CHSL operations (regular service, special events, charters) during the last half of the 2023 operating season, is ready for start of operating season. During the off-season in addition to some normal maintenance issues, the Maintenance Crew resolved a perplexing oil leak problem on one journal bearing. Annual maintenance work has been completed on the car. No major problems were found.

TCRT 322

The PCC is currently undergoing repairs for damage caused in 2023. Currently estimated to be available in June.

TCRT 1239

New journal bearings are cast and machined for the new trucks. Suspension bearings from 100-year-old Canadian motors we bought from Halton County Radial were melted down to supply material for the new journal bearings. We could not use those bearings on the new truck project for dimensional reasons. We are awaiting bids to machine new bull and pinion gears. New springs are designed and manufactured. Work is progressing on the new frame that will replicate the Baldwin #5 trucks originally installed on the car.

ESL STREETCAR STATUS

DSR 78

With annual maintenance complete, the car will be available for the start of the 2024 operating season.

DSR 265

Restoration work on the rear vestibule continues. The new structural framework is complete. Replacement roof boards and siding are now being installed. Estimated availability late summer/ early fall. In any case the car is projected to be available for fall/ winter special events.

OPERATIONS & SAFETY REMINDERS

We are continuing to emphasize several critical operational and safety issues.

- The conductor is expected to give a brief safety announcement at the start of every trip. If the conductor is unable to make the announcement, the motorman can do so.
- If workers are present on or near the tracks, the streetcar must not pass until signaled to do so by the workers.
- A rolling brake test is required every time the car changes direction.
 - Apply power. After a moment shut power off and apply brake slightly.
 - If an air pressure gauge is available - as soon as the air pressure needle begins to move, release brake and apply power.
 - If an air pressure gauge is not available - as soon as you hear air movement or begin to feel the effect of braking, release the brake and apply power.