

STATEWIDE TRAFFIC INCIDENT MANAGEMENT TEAM MEETING

June 28, 2005

Lap Hoang – State Traffic Operations Engineer
Michael Akridge – Deputy State Traffic Operation Engineer
Paul Clark – Statewide Traffic Incident Management Program Manager
PB Farradyne Statewide Program Consultant Team
John O’Laughlin
Ted Smith
Charles Wallace
Buddy Cloud

The 11th full meeting of the Statewide Traffic Incident Management Team was held at the Regional Traffic Management Center, Orlando, Florida, June 28, 2005.

Welcome and Introductions

Michael Akridge welcomed all in attendance and introduced Mr. Paul Clark as the new Statewide TIM/RR Program Manager. Introductions were made by all in attendance.

Paul Clark discussed some of his goals and vision for the program.

District Updates

Turnpike Enterprise: The Rapid Incident Scene Clearance (RISC) Program was discussed. There have been 39 deployments of the RISC service providers thus far this year and all but two of the occurrences were completed in the 90 minutes time goal as specified in the RISC Program agreement. The program is considered a success and is recognized now on a national level. Seventy new cameras are soon to be deployed along the Turnpike as part of its ITS expansion. The TPE is localizing its Open Roads Policy as well as its inter-agency agreements with the Medical Examiners’ Offices.

District Seven: Terry Hensley, informed the group that two teams are established, the Hillsborough and Pinellas Teams and that two more are in the development stage. He reported the success of a recent Advanced Traffic Incident Management Workshop conducted by PB Farradyne in his district and advised the team that his district was soon to put out an RFP for a new Road Ranger contract.

District Six: Miguel Iglesias informed all that the incident management team had just conducted the FHWA Self Assessment Test. They have been working on diversion route plans and are anticipating approval of the plans in December.

District Five: Jennifer Heller informed the team that:

- There are nine counties in her district,
- The Marion County Team has just signed the localized Open Roads Policy,
- The iWitness Photogrammetry training of 88 officers has just been conducted,
- Internal Road Ranger training has been accomplished and Road Ranger funding will soon be in place to extend Road Rangers to parts of I-75 and I-95, and
- She mentioned that PB Farradyne had conducted a successful TIM workshop in Volusia County.

District Four: Tom Dickson informed the team that:

- District Four has two established teams, Broward and Palm Beach Counties,
- The district has conducted the FHWA TIM Self Assessment,
- The team has conducted four Post Incident Analysis as part of the team function,
- They have developed an Incident Response Guide for both counties,
- In the process of testing the wireless hand held tablet for data collection, and
- Have installed new radios and provided testing to the Road Rangers and they are able to communicate with District Six

District Three: Ann Pettis informed the team that the development of a Road Ranger Program was being discussed; however, it has been pushed out for lack of funds.

District Two: Donna Danson reported the success of a recent Advanced Traffic Incident Management Workshop conducted by PB Farradyne. She mentioned the recent appointment of Charlie Baldwin as District Secretary and that the district was anticipating growth in the Road Ranger program. She said that the district was also updating their evacuation plan.

District One: Mark Roberts informed the team of the following:

- The local TIM teams have developed new Multi-agency Response Guide for each region,
- PB Farradyne had just successfully completed training for the Road Rangers and also conducted an Advanced Traffic Incident Management Workshops in each of the two team locations, also considered to be quite successful,
- An Electronic Newsletter was begun for sharing information,
- They are in the process of localizing the Open Roads Policy and Medical Examiner Agreements—similar to that in District Five, and
- The Collier-Lee TIM Team and District Four are moving forward a plan for funding of additional FHP troopers on Alligator Alley (I-75).

Training Capsule — Major Incident Debriefing

Buddy Cloud provided the team with a short discussion on After Action Reviews:

1. What are after action reviews and why are they important?
 - A process where responders can review and evaluate the actions of all responders at the incident, and it is a very necessary element of any incident management program,
 - It helps identify areas that need improvement and confirms the value of the good practices being used,
 - It helps maintain lines of communication and relationships between responders,
 - It enhances the activities of the TIM teams through lessons learned.
2. Why are they necessary?
 - Responders need a way to exchange their views in a no-fault atmosphere—NO FINGER POINTING—agree to disagree, if necessary,
 - Keeps any hint of finger pointing from public view and also prevents responders from saying the wrong thing to media or elected officials, and

- Can be requested by any agency that was part of the response team.

3. Who should attend?

- Those responders that were at the scene, which should be obvious, and
- Don't send others; they can't relate to what was experienced during the incident/operation.

4. When should you have them?

- Once it has been determined or requested a review should be conducted, it should be held as soon as possible,
- For those that work different shift have it on the same shift day, and
- A timely review keeps it fresh in the memory of the responders.

5. What are the criteria?

- As team, set up criteria for initiating a review, for example, three lanes fully closed, longer than 90 minutes, a fatality, three or more vehicles, large dollar loss, etc.

6. Format for the meeting?

- A facilitator is important; they keep it moving and maintain order;
- Set up your process;
- Recreate the order of events, review any video and news articles that might mention public perception;
- Have a sheet with questions that have been agreed to for orderly discussions;
- Discuss safety aspects, response and clearance, scene management; command structure, and finally discuss and establish any corrective actions to be taken next time.

7. Summary

Remember the reviews are important, have a facilitator to move it along and maintain order; set up criteria for the reviews along with your format and conduct the reviews in a no-fault atmosphere. **Come in as a team and leave as a team!**

ACTION ITEM: It was mentioned at this point that District One has this process developed and Paul Clark asked that it be sent to him and he would share with the rest of the districts.

Wrecker Legislation

Mike Seamon discussed the legislative action for SB 276. Mike said that there are 1700 towing and recovery companies in Florida and that AAA is opposed to the requirements of the bill. AAA claims that there are no problems in the towing industry and requiring towing operators to be trained and certified would be costly. This is questionable to say the least. The bill went through eleven (11) committees and passed the house and senate before being vetoed by the Governor. Mike said that they will continue to march with this bill during the next administration.

A less uncontroversial bill did pass and was signed into law, and it provided some “relief” to the towers as far as the liability issue is concerned.

TEAM SPECIFIC WORKING GROUPS

DETECTION, VERIFICATION AND RESPONSE TEAM

Members in Attendance

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Introduction

Mike Washburn was weather-bound in the northeast and was unable to attend. He asked Fred Levinson to sit in his place. Fred asked Charlie Wallace of PB Farradyne to facilitate the meeting.

There was a brief discussion on the issue of TIM Team reorganization, which will be proposed in the TIM Strategic Plan. Charlie pointed out that most of the issues this and other teams were addressing cross over into at least one other team, and often more. Terry said such issues tend to go back and forth, but trying a fresh approach is often good. Mike added that he envisioned more task force work between meetings, not relying on the quarterly meetings to accomplish most work.

Active Issues

1. Research and identify project for Location Reference Marker installation

Lead: Open [Guy Francese asked not to be chair, per e-mail 7/13/05]

Members: Gregg Letts, Mike Washburn, Elizabeth McCrary, Miguel Iglesias, and Charles Wallace

- Miguel reported that MDX has deployed LRMs. The initial findings are that not enough people understand how to use them effectively as yet. Further TMC don’t have tools that enable operators to pinpoint these mile-post based locations. Charlie pointed out that this has been suggested as an enhancement to the SunGuidesm software, but it was not in the current development scope (to his knowledge).

- Terry reported that District Seven was deploying them, as much for locating ITS devices in the field as for incident management purposes. [Additional information was sought from Elizabeth McCrary via e-mail and is summarized as follows:

Some funds are available in Traffic Operations to deploy LRMs every 1/2 mile along the entirety of I-275. The signs will be in accordance with the Enhanced Reference Markers in the MUTCD (and most likely be white on green to match some old 1/2 mile markers along I-4). With the frequency of interchanges D7 believes this spacing is appropriate for IM. The project is in the early planning phases and D7 has yet to complete a draft scope of services. They would also like to deploy the same along the entirety of I-75 within D7, but do not have any funds identified yet.]

- **Action:** Mike Washburn and Charles Wallace to draft a status report when all info is collected for LRMs.

2. Draft recommendations for Emergency Cross-overs for review by Districts and Central Office

Lead: Mark Roberts (since Donna Danson is focused on another team, Mark agreed to take on this activity)

Members: Charlie Wallace and others

- Charlie Wallace provided several copies of the emergency cross-over report received from Donna Danson. Some were sent directly to individuals by the PBF Ft. Lauderdale office.
- Mark Roberts reported on the emergency cross-over meeting between the FHWA and District One on the draft plan for emergency cross-overs in that District. Basically, FHWA was concerned with the number of proposed openings, but they are beginning to get even more requests, so apparently they want to see a statewide “policy” on this issue. Concerns appear to be primarily the increased opportunity for the general public to make illegal U-turns, as well as adequacy of the design, but they have given no definitive feedback. Mike suggested that FDOT consider remote controlled barricades that only official personnel could open. He also pointed out that these could be used to affect contraflow in short segments in the event of a serious incident. Another issue is the pending statewide (or at least wide-spread) median barricade installation program, which is being led by the Safety Office. Clearly a more detailed study will be needed. Mike volunteered to start the action by getting a more definitive response from FHWA. **Action:** TIM Section to request a specific position from FHWA.
- **Continuing action:** Mike Washburn and Charlie to provide report to team concerning the specialty marking for abandoned vehicle, once they have more info on this issue.

3. Research Maintenance/Asset Management participation in Maintenance of Traffic and TIM Issues

Lead: Mike Washburn

Members: Mark Roberts, Paul Clark, Buddy Cloud, Charlie Wallace

- Charlie and Buddy prepared a set of discussion points that were to be used by the Central Office TIM Section to query all Districts on their experiences with respect to Maintenance and Asset Manger practices so they can be reviewed centrally by the TIM Team. This will include informing the Districts of the MUTCD requirement for TIM/MOT and requesting MOT responsibilities among FDOT Maintenance and Asset Managers. Mike Akridge and Paul will follow thorough with this. **Action:** TIM Section to conduce interviews of District Traffic Operations and TIM/RR Managers. **Follow-on action:** Mike will discuss this issue with Sharon Holmes, State Maintenance Engineer.
- There is some concern at the Central Office level that this is a district issue. The TIM Team needs to re-enforce the point that, while all districts don't have to have the same operational practices, the level of operational performance should be similar statewide.
- **Continuing action:** Guidelines need to be developed as to the delegation of "responsible parties" (not a central policy, but guidelines for Districts to cover all bases) on the issue of temporary and full MOT. **Action:** Paul will collect lessons learned in this regard as preparation.

4. Increase contribution of Road Ranger Service patrol in incident response, traffic control, scene clearance and MOT

Lead: Mike Akridge

Members: Ted Smith, Ed McKissack, Charlie Wallace, and others

- This activity is on hold pending the foregoing, with the following **actions carried forward** (as applicable):
 - Mike Akridge to appoint a multi-team task force to pursue this issue.
 - Mike Akridge to e-mail all districts a request for their standard of practice in regard to TIM versus motorist assistance and Asset Manager Contractor role in Road Ranger operations (should be covered in the interview process described in 3 above).
- Mike reported that the Executive Committee of FDOT has created a task force to look into RR sponsorships.
- Other ideas for funding TIM and widened RR services:
 - License plate renewal fees (as in California), which, at \$1 each, could raise approximately \$14M per year.
 - Small addition to the fuel tax (but today is not a good climate in which to increase fuel costs to consumers).
 - Whatever the formula, some consideration should be given to density inequities (e.g., the Panhandle might need more of a share than quantity-based mechanisms would provide, due to the large number of rural lane-miles).

5. FDOT subsidizing additional FHP support for TIM

Lead: Terry Hensley (agreed to accept the lead role)

Members: Mike Akridge, Jennifer Heller, Mark Roberts (or Chris Birozak), and Charles Wallace

- Jennifer Heller re-sent the material justifying FDOT D5 subsidy to FHP to Mike Akridge on June 1, 2005, and Paul Clark has it. **Action:** Buddy Cloud will obtain copies for the task force.
- As reported previously, Districts One and Four (and the Turnpike, who collects the tolls) are collaborating on subsidies for FHP to augment patrols on Alligator Alley, primarily for speed control—three-digit speeds are frequently reported, which when leads to crashes are almost always fatal. **Action:** Mark Roberts will obtain the paperwork for this once approved by the respective District Secretaries. Apparently they are considering raising the toll to fund this. **Continuing action:** Charles Wallace to follow up with John Sparks (PBF) to see if he has info on the other uses of Alligator Alley tolls for other non-transportation uses.
- Terry reported that District Seven was providing support for FHP on the Skyway Bridge (primarily for suicide prevention), but continuing funding was uncertain.
- Terry suggested the MPOs as a possible source of separate financing for law enforcement, including purchasing photogrammetry equipment and training for local law enforcement.
- Mike raised an issue of how far could FDOT go to cover FHP (or others) cost for TIM, and Terry agreed this was a growing concern. Pete also raised the issue of whether support for enforcement was appropriate when FDOT's interest was TIM. As discussed last time, a benefit/cost study should be undertaken as a full TIM Team action. The DVR Team recommends that Mike Akridge appoint a multi-team task force to collect the cited experiences and concerns, consider revised roles of law enforcement jurisdiction for minor incidents, and analyze this whole area.
- The DVR Team also recommends that regional TIM Teams approach their local FHP Districts to get more effective TIM action.

6. Notification and call taking

Lead: Miguel Iglesias

Member: None

- Miguel provided the team a summary of the District Six's internal call-tracking system.
- This item was closed. If anyone has questions, contact Miguel.

7. Timely and accurate notification to secondary responders

Lead: Mike Washburn

Members: Ted Smith, John Sparks, and Charles Wallace

- Miguel Iglesias sent District Six’s notification flowcharts to Paul and Charlie, which will be distributed to the team.
- No action taken, continuing activities include the following:
 - Mike Akridge to issue an announcement to all Districts and Regional TIM Teams suggesting the dispatching of secondary responders, particularly wrecking services. (If necessary FDOT might approach the FHP to relax this policy). [Buddy Cloud checked with Mike Seamon, PWO, and he has distributed Vehicle ID sheets to many responders. He just recently sent copies to Terry Hensley in District Seven.]
 - Mike Washburn to appoint a task team to develop and publish notification guidelines.

Future Issues

At the last meeting, the Team ranked the future items as low, medium or high priority. During this meeting, the further actions were taken, indicated by ~~strikeout~~ or insertion and *explanations* thusly indicated.

Global:

- ~~Accelerate O&M of ITS programs in the State of Florida—High Done via July 2004 ITS Operations and Replacement commitment~~
- Develop performance measures for response and clearance statewide and-tracking database statewide)—High
- Designated FHP liaison to FDOT for incident management—High
- Mandate or support multi-agency incident management teams in every FDOT district and each district provide an Incident Management Technician/ Representative to be their contact and response person with training and fully equipped vehicle specialized in incident response (*combined two items*)—High (*Note: A strong recommendation in the TIM Strategic Plan. Also, TPE has permanent staff at the FHP Dispatch Center on Pompano and ITS Florida is developing a position on TMC colocation.*)
- Enlist insurance industry support for reduced police reports for minor PD crashes—Low (*Note: comments were made that the industry is not too interested in this for some reason*)
- Expand CCTV and data sharing between EOC/TMC/911—High
- Integrate CAD from FHP with FDOT TMC software—High (*Note: the Telecom Section of the Office of Traffic Engineering and Operations is actively engaged in this and it might be accomplished soon.*)
- Funding methods for TIM and public information—what is available? High

DVR: None

CLEARANCE TEAM

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Introduction

John Roberts, the committee Chairman, was out of town and unable to attend. Ted Smith of PB Farradyne facilitated the meeting.

Active Issues

1. Localizing the Open Roads Policy to include Medical Examiners

Lead: Jennifer Heller

Members: Clearance Team

Jennifer Heller briefed the group on the progress she is making in Central Florida to get the Medical Examiners to sign a MOU for Open Roads. The other regional TIM Teams are urged to use the template that was completed and distributed at the meeting and get their MEs on board.

2. Defining the wrecker operator training requirements

Lead: Mike Seamon

Members: TBD

Mike Seamon will be putting together a task group to define the wrecker operator training requirements to be added to the previously approved Recovery Class Wrecker class. The team wants to move forward with this project and is looking for the TIM leadership to define the next steps and who will meet with the FHP's Director, Colonel Knight.

The team feels that there also needs to be minimum training requirements established for each of the existing wrecker classifications. The idea would list the minimum training for operators who arrive at a scene in which a wrecker was called off rotation by FHP

(Class A, Class B, Class C, and the new R Class) which are going to undergo an in-depth review for possible upgrading.

There was a suggestion that the Operational Memo on wrecker dispatch from FHP Troop F, that the team had modified and approved last meeting be taken by the other regional TIM Teams to the local Troop Commanders for them to also approve and distribute to the Troopers, communications personnel and Sheriffs, Fire Rescue, etc.

Action: Provide wrecker operator training requirements

3. Improvements in Assessment Management Contractors response

Lead: TBD

Members: TBD

Comments were made about improvements in asset management contractor's responses in some areas. There was a suggestion that emergency response be used as a performance measure for the contractors. There were also concerns that there are still FDOT Maintenance yards that are not following the vehicle fluid spill guidelines and the Open Roads Policy, indicating that their policies override these statewide guidelines and policies.

4. Establishing performance measures for response and clearance

Lead: TBD

Members: TBD

There was some good discussion about looking for ways to establish performance measures tied to response and clearance time including investigative efforts by police and how photogrammetry is showing real progress.

Open Discussion

The team discussed the portion of the Open Roads policy that requires FHP to call for wreckers as soon as the troopers respond instead of waiting until other functions are completed at the scene. There was an explanation about how the old thinking was not to have a wrecker respond right away because the motorists involved in the crash would be charged for waiting time. The cost of extended closures waiting for a wrecker far outweighs the wait time charges.

Several wrecker company owners expressed concerns about the growing number of wrecked trucks that they have in their yards because insurance companies are simply "walking away" and not paying the claims. The existing statutes allow for a lien that could show up if a tractor owner applies for a new tag but that only works if the new truck is going to be registered in the same name. The lien cannot be filed if it is an out-of-state truck.

There was discussion that some large wrecker companies may not be able to continue to respond to major wrecks. Ted Smith indicated that the Illinois legislature is considering a bill to require insurance companies to cover cargo and debris spills at highway wrecks

under the environmental clean-up provisions. **Action:** Mike Seamon will work with Ted Smith to get details from Illinois on this for the September meeting.

The team reviewed the long term problem with the existing towing regulations that allows for the vehicle owner to secure his own wrecker in lieu of a wrecker called out by FHP to clear a scene. In some cases state highways are remaining blocked for extended periods while motorists handle locating or hiring a wrecker company. The language in the rules needs to be clarified that owner requests only applies to non-blocking and non-hazardous incidents.

There have been areas on the interstates where abandoned vehicles are remaining on shoulders for extended periods because wrecker companies are being selective and refusing to tow and impound cars and in some cases trucks because they are too old and owners are unlikely to claim them and pay towing fees.. FHP rotation rules have a provision limiting refusals to three then suspending them from the rotation list. This is tied to the issue of wrecker liens.

On-Going Issues

The members present submitted their input on setting priorities for the Clearance Team.

High Priority Issues

- Develop performance measures for response and clearance statewide
- Support strongly the sharing of video from FDOT TMCs to local EOCs and or dispatch points
- Support and provide recommendations for changes in laws or policies that promote quick clearance and TIM
- Promote advancement in crash scene investigation like photogrammetry and work with the States Attorney and Prosecutors
- Find a sustainable funding source for the statewide TIM program
- Develop a new recovery class for the FHP authorized wrecker program
- Examine how recovery companies can be assured payment for larger recovery and incident scene clearance
- Promote better understanding and training in the Vehicle Fluid Spill policy; some FDOT Maintenance programs are not cooperating
- Help the industry create statewide wrecker operator training standards and certification levels

Clearly Important Issues:

- Develop incident tracking database statewide
- Examine the mission of the FHP handling all traffic crashes; can agreements be developed with county sheriffs and local police to handle minor crashes off the interstate
- Increase contribution of all Road Ranger programs; every district needs to support their transition to a full TIM component
- Have a designated FHP liaison to FDOT for Traffic Incident Management

- Mandate or support multi-agency incident management teams in every FDOT district
- Promote an understanding of NIMS and Unified Command
- Work with design and construction programs to include TIM and get contractors involved with quick clearance

Issues to Pursue:

- Redefine mission of FHP for handling minor crashes
- Enlist more support from local and sheriff's department in handling crashes
- Designated FHP liaison to FDOT for incident management
- Enlist insurance industry support for a statewide "Move-It" campaign
- Create a program in every district for a TIM Technician/Representative on call with a fully equipped response vehicle
- Diversion for the entire interstate system, expressways, and Turnpike facilities
- Look for a new sharing of Traffic Engineering resources to assist in crash scene documentation

COMMUNICATIONS TEAM

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Introduction

Jim Mosser led this meeting in the absence of Nick Adams from FDOT Central Office. Buddy Cloud of PB Farradyne supported the team as facilitator and technical advisor.

Active Issues

1. Discuss methods for Public Awareness Campaign on "Move-It Law"

Lead: John Easterling

Members: Gene Syfrett, Buddy Cloud

John Easterling, with assistance from Buddy Cloud, wrote a letter to seek funding from different sources to conduct a statewide campaign. The letter was to be reviewed by the team and using tracking, the team was to assist in refining the letter and hopefully reducing the text down to one page. The revisions will be sent to John for his review and editing. It will be sent to the team for a final review and then to Paul Clark for submission to the various agencies for input on funding.

2. Develop notification chain/group (FDOT & Districts, FHP Troops, counties, etc.) for each level of incident

Lead: David Krauss

After an in-depth discussion lead by David Krauss, the team decided that this effort was already being developed by each of the district's local TIM team and that this was a duplication of effort and this Action Item was deleted from the list of active issues.

3. The Pilot Communications Project now going on in District Five was added to the list of active issues as an ongoing issue to monitor.

Lead: Jim Mosser, Nick Adams

Jim discussed how the project and said that it was going well and that the extra work impact on the FHP has been insignificant. The State is changing its radios to the M/A-COM System. This will impact the pilot project and as Jim said the pilot project will continue as long as possible until the change over to M/A-COM is completed.

He and Nick Adams are developing a package of the project's success and a funding estimate to the JTF in order to seek approval for statewide operations. Jim e anticipates it use statewide, however, at this point in time the radio prices are up and funding sources must be investigated.

Action: This issue will be monitored by **Nick** and **Jim** and reported on at each meeting.

Future Issues

The team felt that the global issues should be categorized into long term and short term, and should be prioritized by the entire statewide team.

Global:

- Accelerate deployment of ITS programs in the State of Florida
- Develop performance measures for response and clearance statewide
- Develop incident tracking database statewide
- Redefine mission of FHP for handling minor crashes. Enlist more support from local and sheriff's department in handling crashes.
- Increase contribution of Road Rangers Service Patrol in incident response, traffic control and scene clearance
- Designated FHP liaison to FDOT for incident management
- Mandate or support multi-agency incident management teams in every FDOT district
- Performance improvements measurements

- Enlist insurance industry support for reduced police reports for minor PD crashes
- Expand CCTV and data sharing between EOC/TMC/911
- Create a program in each FDOT district which provides an Incident Management Technician/Representative to be FDOT contact and response person with training and fully equipped vehicle specialized in incident response
- Expand and increase effectiveness of the Road Ranger Program
- Decrease secondary accidents
- Minimize detection, verification, response, clearance and recovery times
- Integrate CAD from FHP with FDOT TMC software
- Sheriffs handle minor crashes on county roads
- Legislation to reduce liability is necessary to improve clearance
- Improve evacuation management
- Involve States Attorney and Prosecutor's offices
- Provide recommendations for changes in laws and/or policies to support TIM
- Revisit toll facility suspension policy to include incident management
- Enhance role of TMCs in TIM
- Funding methods for IM and public information—what is available?

Communications:

1. Incident Management Groups with common radio link (long term goal—part of the pilot project)
2. Recommend as communications needs grow that Communications Centers provide more staff, and better defined duties as we begin to dispatch Road Rangers and other responders
3. Enhance interagency communications and data sharing to reduce closure duration (On going)

TRAINING TEAM

Members in Attendance

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Introduction

John O'Laughlin welcomed all and general introductions were made. At this time no one has been selected to take the chairperson's role since Ron Kelley had to vacate the position due to his regular job responsibilities.

Active Issues

1. A state-sponsored Train-the-Trainer Program seems to be the most appropriate way to get the information out to more responders

Lead: John O’Laughlin, Mike Washburn

Members: Training Team

The committee discussed a series of training videos and a set of training materials that can be used in a train the trainer program for response and traffic management personnel throughout Florida. The program will be specific to Florida and the videos will be short and to the point on key issues.

The group was shown examples of videos from Utah, Illinois, and Ohio. After that short preview, the team determined that the following topics needed to be covered in the videos:

- Proper traffic control for first responders
- The impact of incidents on the transportations system
- Proper site management practices
- Training for new responders and existing responders
- Proper methods to reduce the impact of rubber-neckers
- Prevention of secondary crashes
- Use of ITS and Photogrammetry for improved TIM
- The negative impact of improper procedures
- Safety awareness for all responders
- Florida-specific laws and policies
- Procedures to reduce the number of emergency vehicle crashes

The training committee also reviewed examples of new training developed in Calgary, Alberta and Broken Arrow, Oklahoma. After the review, the participants recommended modules be prepared adapting these programs for Florida use.

The team discussed specific concerns within their own agencies related to policies such as push bumper use. Fire and police recruits are still not getting any training on safety at incident scenes. The training group agreed that short training modules would be good for all responders and that video had to be an important part of that.

Action: For the next training meeting, outlines will be provided for the training material and the videos. We will also explore sources for video support to develop the training videos.

Plenary Session in the Afternoon

Open Roads and Medical Examiners Template

In an effort to assist the district TIM teams with “localizing” the philosophy of the Open Roads Policy, the Clearance Team developed templates of inter-agency agreements between local law enforcement agencies and other responders including the local Medical

Examiner. The templates were developed from the original agreements put together in District Five by **Jennifer Heller**. **Jennifer** described the process she went through to sign up locals agencies. She said the most important action that should be taken is perseverance. The templates were made available at the meeting and can be requested and received from Jennifer Heller at jennifer.heller@dot.state.fl.us.

Best Practices

Larry Hagen presented a report just finished by the Center for Urban Transportation Research (CUTR) called “Best Practices for Traffic Incident Management in Florida.” **Larry** stated the purpose of the report was to consolidate pertinent information on traffic incident management programs, procedures and technologies from around the country and to identify suitable performance measures for incident management programs. He basically provided an overview of the report highlighting the ‘Incident Timeline’ as it pertains to monitoring and measurement our performance in traffic incident management. **Larry** further provided an assessment of incident management programs as well as a summary of the “best practices” in incident management. A chapter on conclusion and recommendations was also included. This report can be obtained by contacting Mr. Larry Hagen at 813/974-9815 or hagen@cutr.usf.edu.

TIM Conference

Paul Clark and Buddy Cloud discussed the Statewide TIM Conference that is planned for the first quarter of 2006. A preliminary draft of a conference agenda has been developed by **Charlie Wallace** with several unnamed technical sessions and activities planned. Everyone will be emailed requesting any significant meetings or conferences that need to be considered in the schedule before a date is set. It was mentioned that this will be the first TIM conference in Florida and with everyone’s help it should be very successful.

Training Capsule – 15 Minute Rule

Ted Smith briefly spoke on the 15-minute rule as it pertains to scene management and safety. Incident scenes can be pretty chaotic at the arrival of the responders but in order to start management of the scene, the scene should be assessed within the first 15 minutes and the site should be assessed continuously and upgraded as the time of the incident progresses. Remember the safety of the responder, victims and highway users depends on the management of the scene and this rule is a great tool in that effort.

Move It – Accident Removal

Paul Clark mentioned that this issue is being addressed by the Communications Team and that they were moving it forward. A letter has been written for submission to various agencies for input on funding a statewide campaign to educate the public on these laws.

How Can We Make It Better?

Paul Clark addressed the membership with the question. “How can we make it better?” As we move forward .the meeting needs to stay interesting and progressive. **Paul** asked that any suggestions for change to the meetings be sent to him. He can be reached by phone at 850/410-5631 or email at paul.clark@dot.state.fl.us.

RECAP

Each team reported on the accomplishments of their meetings and we adjourned at approximately 4:00 pm.

Next meeting will be held on **September 20, 2005**, at the Regional Traffic Management Center, 133 S. Semoran Blvd., Orlando Florida.

The remaining meeting date for the year is **December 7, 2005, at the same location.**