



Charlotte - Sarasota - Manatee Traffic Incident Management Team

February 12, 2008
Meeting Minutes

Attendees:

<u>Name</u>	<u>Agency</u>	<u>Name</u>	<u>Agency</u>
Robert Day	SC Emer. Management	Thom Scrivner	FDOT
Ray DeGiovine	FDOT	Chris Birosak	FDOT
Keith Drake	Sarasota/Manatee MPO	Carlos Bonilla	FDOT
Gabriela Harrison	SC Traffic Operations	Kevin Easton	SC Fire Department
Bruce Hutcheson	DBi Services	Patrick O'Rourke	DBi Services
Mike Meehan	511 TB/Traffic. Com	David Myzie	DBi Services
Scott Melton	FDOT	Ted Smith	Delcan Corp
Mark Perez	A.C.T. Environmental	Don Olson	FDOT
Joe Saladino	Prompt Towing	Christina Florez	VANUS
Thomas Przybylowicz	FHP	Megh Govindu	VANUS
Glen Fox	Alligator Towing		

Call to Order: The Charlotte-Sarasota-Manatee TIM Team meeting was held on Tuesday, February 12, 2008 at 1:30 PM at the Sarasota County Public Works Office, 1001 Sarasota Center Boulevard, Sarasota, Florida. Ted Smith and Don Olson facilitated the meeting.

Introductions: Team members introduced themselves and the agencies they represent. Chris Birosak introduced and welcomed the new Fort Myer's Regional Transportation Management Center (RTMC) manager Carlos Bonilla to the group. Carlos joined FDOT on February 8, 2008. The RTMC is under construction and is expected to be operational by the end of summer 2008. Once the RTMC is completed, Carlos will be the main point of contact for FDOT.

Update on T I M Initiatives:

Road Ranger Service Patrol Contract

The new Road Ranger Service Patrol vehicles and operators have begun their I-75 operations. New vehicles are GMC utility trucks that have features such as a unique look, elevated DMS, panorama view for the driver to expand field of vision, and on-board computers for data entry. The trucks are also equipped with an activity tracking software system that provides statistics including where the Road Rangers are and what they are doing throughout the year. Don Olson is conducting the second round of vehicle inspections and learned that the drivers are happy with the new vehicles and looking forward to professional development classes and cross-training opportunities. One drawback is not having a spot light installed yet, which is vital when searching for incidents at night. Operational hours used to be 24/7, but the midnight shift (9:00 PM to 5:00 AM) was removed and the service was doubled during the morning and afternoon

peak hours when congestion mitigation support is most significant. As part of the new contract, additional training on incident management and TIM Team participation is required for the drivers. During the first vehicle/operator inspections, Don learned that most of the drivers were not aware of the TIM program, and decided to initiate a TIM Team awareness initiative by sharing the information distributed during TIM Team meetings with Road Ranger operators. A three ring binder was developed specifically for Road Ranger Service Patrol operators.

Statewide 511 System

The integration to a single Statewide 511 system is underway. Currently District One has two regional (511 Tampa Bay, Southwest Florida 511) Advance Traveler Information systems. The idea is to integrate all regional 511 systems into one central database improved customer service. The new Statewide 511 system will offer enhanced notification features customizable for each motorist. Current and future ITS devices will improve detection of incidents and enhance the timeliness of information.

Incident Notification

FDOT's Public Information Office (PIO) requests notification of large-scale level 3 incidents over 2 hours incident duration time and when roadways are closed. Scott Melton, the Emergency Management Coordinator for FDOT, requested that he be notified 24/7 via his on-call pager, (877) 876-0628, for large-scale level 3 incidents over 2 hours incident duration time and whenever there is a road closure. He will then disseminate the information to appropriate FDOT personnel. It is anticipated that once the RTMC becomes operational, most of the notification and communication issues will be resolved.

FDOT District One Major Traffic Incident Notification Number: (877) 876-0628

TIM Team – Quality Management/Future Direction:

Newsletter

Don Olson mentioned the TIM newsletter, inquired if all the members received the newsletter, and identified the topics included in the most recent Newsletter; wildfires by Florida Division of Forestry, and airbag deployment in a wrecked vehicle by Bald Eagle Towing. Don identified I-4 incident in Polk County that involved 70 vehicles due to fog and smoke, and I-75 closure in Collier County as a result of wildfire-urban interface. Don wanted to review how to deal with traffic incidents in the event of wildfires, and notification at the next TIM Team meeting. Don has asked for ideas/topics to include in the newsletter. Don has offered to do the research by himself if anyone suggests a topic to include in the newsletter. The newsletter can be found by clicking on 'Document Archives' at <http://www.swfilitim.org>.

Rapid Incident Scene Clearance

The proposed legislative change would give the FHP Trooper the authority to override the owners' option to use a private towing service rather than the rapid response service available from the FHP rotation list. Statute 15 B states that the motorist has the right to request their own towing company. There was a discussion on how to better describe an incident early on so that the towing company can come prepared with the proper equipment to clear the scene. Members have suggested a website that provides restricted access to nearby surveillance camera(s) in order to take an initial look at the incident. Police vehicle cameras may be able to share video to RTMC and any incident web site that is developed.

Don asked the towing companies if the police officers leave the scene before everything was cleared. It was stated by the Professional Wrecker Operators of Florida (PWOFF) representative that it does not happen on a state level, but on the local government level it does happen more

frequently. Don asked what FDOT can do to help the situation; such as raising the issue to the Executive TIM Team in Tallahassee for Executive Management support. At this time, in Charlotte County all the towing companies are meeting with the law enforcement agencies to help with coordination issues. Don stressed to bring up this topic in future meetings. Other counties can benchmark the best practice of Charlotte County.

Temporary Traffic Control Zone

Don presented a handout of the emergency responder checklist, and a generic layout of signage and cone placement for temporary traffic control zones. The generic and typical scenarios of the temporary traffic control layout can be found by clicking on 'Document Archives' at <http://www.swftim.org>.

Additional Topics

Last TIM meeting was conducted in Manatee County Public Safety Center. This is a new self-contained and hurricane safe facility. In the future more meetings will be conducted at this center and at different locations. The Concept of Operations of the TIM program specifies that the meetings should be held at different locations. Don asked the group for suggestions regarding locations for future meetings.

FDOT has installed microwave detectors along I-75 south of Kings Highway to detect travel speeds. The algorithms convert the speed information between two microwave detectors to travel time. Currently, there are plans to expand the District One FMS system to Charlotte (2009), Sarasota (2011), and Manatee (2012) counties. ITS information on I-75 in District One will be centralized at the RTMC in Fort Myers for quality control and accurate reporting. There will be Center-2-Center communications between the District Seven RTMC in Tampa and the RTMC in Fort Myers. The overall statewide plan is to link all seven districts RTMCs and the Turnpike RTMC for redundancy and data sharing.

Don presented a brochure on National Response Framework just released in 2008 and referred to the full document drafted by the Federal Government as an updated version of the NRP. Don passed on the document so that everyone can take a look, and mentioned that this document has information on incident management that all responders will find valuable.

Don mentioned about the super bowl in Tampa next year. Don is planning for a presentation in a future meeting on traffic incident management for special events. The super bowl is a special event of great magnitude that will generate significant traffic congestion and special planning.

Unified Command System Presentation:

Training Officer Capt. Kevin Easton from Sarasota County Fire Department presented information on Unified Command. Unified Command is defined as a process of bringing key personnel from each organization to jointly make decisions and manage an incident. The presentation included an overview of Incident Command Structure (ICS), concept of Unified Command, how Unified Command works, and identifying key members of Unified Command during a traffic related emergency. In order for the Unified Command Structure to function properly, a system needs to be in place and in practice. There are a lot of considerations that need to be taken into account and coordination; "partnering" is the key. It must be noted that training is required for those responding to an incident, including RTMC operators. NIMS training is offered at www.training.fema.gov/emweb/is/crslist.asp. Courses 100, 200, and 700 are free online. The courses are also presented more specifically for various disciplines.

The following key items were identified during the presentation:

- Emergency Management is the first contact.
- Pre-planning is very important. Few minutes of discussion once all the teams arrive at the incident scene could save a lot of time to clear the incident.
- Practice and commitment from all key personnel is important to make Unified Command work.

The presentation is available online under 'Document Archives' at <http://www.swfltim.org>.

Asset Management Presentation:

Dave Myzie and Bruce Hutcheson from DeAngelo Brothers, Inc. (DBi) presented information on Asset Management, how the calls are processed, and the emergency call list. DBi is responsible for I-75 in Lee, Manatee, Sarasota, and Charlotte Counties. DBi's responsibilities on the I-75 corridor are from fence line to fence line. DBi must meet performance measures per the FDOT contract and are on-call 365 days a year, 24/7. Dave Myzie is the interim Project Manager, and the issue of notification for response on Sunshine Skyway Bridge approach is reserved for the future Project Manager. DBi can put-up signs for traffic diversions at the incident site. DBi has no responsibility for bridges, which are maintained by ICA in FDOT District One.

The following is the DBi Services Emergency Call List:

24-hour Emergency Number: (239) 567-2043

The following numbers are back-up numbers in the unusual case that the 24-hour emergency number is not answered:

Responsibility	Name	Number
Area Manager MM 136-195	Patrick O'Rourke	(239) 933-9073
Area Manager MM 196-234	David Reichel	(239) 225-8818
Incident/Emergency Manager	Bruce Hutcheson	(813) 334-5587
Contract Manager	Richard Fimbel	(239) 229-0682
Project Manager	David Myzie	(804) 283-0384

DBi requests that all calls go through the 24-hour emergency number. All calls to this number are logged and a report is generated and sent to DBi. This helps with quality control and as documentation should there be a discrepancy. In addition, the 24-hour call center has a backup dispatch in Indiana. The presentation is available online under 'Document Archives' at <http://www.swfltim.org>.

Scheduled 2008 Meeting Dates: Tuesday, April 8, 2008
 Tuesday, June 10, 2008
 Tuesday, August 12, 2008
 Tuesday, October 14, 2008
 Tuesday, December 9, 2008

Attachments: Unified Command System Presentation
 Asset Management Presentation

Meeting Notes by Megh Govindu and Christina Florez, VANUS, Inc. (305) 823-5662