



Polk County
Traffic Incident Management Team

July 12, 2012
Meeting Minutes

Attendees:

<u>Name</u>	<u>Agency</u>	<u>Name</u>	<u>Agency</u>
Michael Blaze	Polk County	Justin Troller	City of Lakeland
Grady Carrick	FL Highway Patrol	Michelle Venero	FL Highway Patrol
Darren Dewitt	ICA	Steve Webb	Webb's Towing
Bill Fuller	FDOT	Harry Whitney	Road Rangers
Rick Grube	City of Lakeland	Steven Nodal	Benfields Wrecker Service
Kelly Kinney	FTE	Kyle Halidy	IMS
Domenic LetoBarone	FDEP	Andrew Motes	IMS
Kevin Salsbery	FDOT	Mike Bissett	Polk Co. Sheriff's Office
Bruce Surrency	FDOT	Andy Ray	Polk Co. Sheriff's Office
		Charles Stratton	Metric Engineering, Inc.

Call to Order: The Polk TIM Team meeting was held on Thursday, July 12, 2012 at 10:00 AM at the City of Lakeland Construction and Maintenance Building, 407 Fairway Avenue, Lakeland, FL 33801. Bill Fuller, Gary Millsaps, and Charles Stratton facilitated the meeting.

Introductions: Team members introduced themselves and the agencies they represent.

Agency News:

Road Rangers

Training Road Rangers to work with Radios; Mr. Bill Fuller mentioned AAA wanting to dispatch a Road Ranger.

Florida Department of Transportation News

Mr. Kevin Salsbery informed the team that Emergency Management is working on tropical storm items.

Other Agency News

No agency news was provided.

Update on TIM Initiatives:**National/State/Regional**

Mr. Gary Millsaps presented on Traffic Incident Responder Training. Training will take place August 8th – 9th at the Broward SunGuide Traffic Management Center (TMC) located at 2300 West Commercial Boulevard, Fort Lauderdale, FL 33309 from 8:00 AM – 5:00 PM. Mr. Millsaps also discussed the TIM Team Handbooks including specific TIM Framework including “The What”. “The What” to include institutional, transportation, ad communication.

The final goal for the resource efforts will be to combine the TIM Handbook and the TIM Framework. The document is scheduled to be released in the spring of 2013.

Florida Highway Patrol Presentation

Chief Grady Carrick presented to the team concerning the effect of emergency vehicle lighting in compliance on Florida’s Freeways (whether they are turned on or off and what color is used.) With just yellow arrows and no blue/red lights, only a small percent of cars moved over as directed.

Evacuation:

Mr. Bill Fuller reported from all of the literature out for the 2012 Hurricane season in reference to “Evacuations” the message is “Leave Early” if you live in an area that is likely to be evacuated or are thinking of just getting out of town before a storm strikes “Leave Early”. No evacuation plan can be completely successful if no one leaves early.

Strategic Direction for TIM Teams 2012-2013

Traffic Incident Management (TIM) programs continue to play a vital role in the safe and quick clearance of traffic incidents while providing a framework for reducing congestion and maximizing use of existing transportation infrastructure. A critical component of capitalizing on the success of existing programs and aiding the development of new TIM programs is periodic evaluation of the components of successful multi-agency TIM programs. The TIM Self-Assessment (TIM SA) was designed to provide an easy-to-use tool for measuring TIM program performance.

The TIM Team participated in the 2012 Traffic Incident Management Self-Assessment which consisted of a series of 54 questions and included the following categories; tactical, support, and strategic. The team utilized an automated audience response system to gather data about the status of the TIM Team progress. This system is unique because the voter and their selections are completely anonymous. The results will help in identifying areas of improvement in the three categories as mentioned above.

Additionally, Mr. Stratton spoke to the team about the Traffic Incident Management (TIM) Program Self-Assessment TIM Team Goals for 2011-2012.

Mr. Stratton discussed the draft Local Traffic Incident Management (TIM) Memorandum of Understanding (MOU). The multi-agency Traffic Incident Management (TIM) Team has taken the initiative to establish a series of Agency Memorandums of Agreements or MOUs. The incident response agencies have the responsibility to do whatever is reasonable to enhance the safety of our transportation system. This is a team effort to reduce the risk to all incident responders, secondary crashes, and delays associated with incidents, crashes, roadway maintenance, construction, and law enforcement activities.

The TIM Team was provided with a draft "Local" TIM MOU to take back to their agencies for review and comment. The MOU included the following sections:

- A. A local Open Roads Policy that will establish time goals for roadway and incident scene clearance times
 - Identify how the data will be collected, analyzed and reported to the TIM Team
 - Identify how often the reports will be reviewed to determine whether progress is made in achieving the established time goals
- B. Define Incident scene roles and responsibilities for each participating agency
- C. Establish a local incident scene Lighting Policy
- D. Establish a local incident Communication Policy or a commitment from each participating agency to notify the District Seven Tampa Bay SunGuide Center.

Active Construction:

No updated information was provided by the TIM Team.

Completed Construction:

No updated information was provided by the TIM Team.

Anticipated Future Construction:

No updated information was provided by the TIM Team.

Additional construction information is available on the FDOT Road Watch website located at <http://www.dot.state.fl.us/publicinformationoffice/construc/constmap/d1.shtm>. This resource is updated on a weekly basis.

Future Meetings

The next Polk County TIM Team will be October 11th, 2012 at 10:00 AM at the City of Lakeland Construction and Maintenance Building, 407 Fairway Avenue, Lakeland, FL 33801.

As always, please continue to visit the TIM Team website for updates, and also help support our TIM Team by providing the TIM Team website to others that may be interested in joining our team! <http://www.swftim.org/>

If you have any questions or need additional information, please contact the District One TIM Team Manager, Mr. Bill Fuller at (239) 225-9815 or via email at William.fuller@dot.state.fl.us.