



Polk County
Traffic Incident Management Team

October 9, 2014
Meeting Minutes

Attendees:

<u>Name</u>	<u>Agency</u>	<u>Name</u>	<u>Agency</u>
Bill Fuller	FDOT	Michael Bissett	Polk Sherriff
Rory Howe	Parsons	Tom McMullian	Transfield
Brandy Boccuti	Metric Engineering	Jerry Hall	Stepps Towing
Kevin Salsbery	FDOT	Domenic LetoBarone	FDEP
Joe Hamby	Parsons	Elvis Tirado	Public Safety Training Svcs.
		Michelle Venero	FHP
		Bill Johnson	Waste Pro

Call to Order: The Polk TIM Team meeting was held on Thursday, October 9, 2014 at 10:00 AM at the Polk County Sheriff’s Office Complex, Procap Room, and 1891 Jim Keene Boulevard, Winter Haven, FL 33880. Bill Fuller, and Rory Howe facilitated the meeting.

Mr. Bill Fuller informed the Team that a new goal for the TIM meetings will be “practicing what we preach”: the goal will be to keep meetings to 90 minutes!

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

Agency News:

Road Rangers

No agency news.

Towing and Wrecker News

No agency news.

Other Agency News

No agency news.

Update on TIM Initiatives:

National/State/Regional

Mr. Rory Howe spoke to the team about distracted responders. Mr. Howe explained that there is another category of drivers that most people don't think of when they think about distracted or dangerous drivers

- emergency first responders. Police cars, ambulances and other emergency vehicles have several distractions while they are driving such as GPS devices, cell phones, and laptop computers. Unfortunately, using these technologies in attempts to save lives may also put many other people in harm's way. Police officers and paramedics use a variety of devices in order to communicate with each other and to perform their duties more efficiently and with better results. In addition to the radios that have been common for decades, many vehicles are now equipped with navigational equipment, cell phones, and a variety of computers. According to some analysts, as many as 75 percent of police cars and 30 percent of ambulances contain on-board computers to be used in helping first-responders deal with emergency situations. One of the biggest problems with using this level of technology is that it is not always easy to operate - especially when driving at high speeds in order to reach the emergency. A computer may provide someone useful, even critical, information, but it often requires using a keyboard or mouse, and most importantly, it requires the user to take the time to actually read the information. Some studies have indicated that distracted drivers contribute to anywhere from 10 to 30 percent of motor vehicle accidents in the general population. There is a need to provide additional training to police officers and paramedics who might need to use this technology.

Additionally, the video "Police Officer Distracted Driving" was provided to the team to further educate on distracted responders. To view the video and the full presentation, please visit the TIM team website at: <http://www.swfltim.org>.

Bill Fuller spoke to the team about the Manual on Uniform Traffic Control Devices (MUTCD) 6. I – Control of Traffic Through Traffic Incident Management Areas/Advanced Warning and also handed out a copy of the section to the TIM team.

Effective temporary traffic control enhances traffic safety and efficiency, regardless of whether street construction, maintenance, utility work, or roadway incidents are taking place in the work space. Effective temporary traffic control must provide for the safety of workers, road users, and pedestrians. At the same time, it must provide for the efficient completion of whatever activity suspended normal use of the roadway. Mr. Fuller informed the team that FDOT District 1 is reviewing the current guidelines for advance warning to see if there are any additional steps that may be taken to help further alleviate secondary incidents in regards to placement of advanced warning signs. To view the entire MUTCD 6.I section, please visit the TIM team website at: <http://www.swfltim.org>.

Mr. Bill Fuller informed the team of the 2014 Traffic Incident Management (TIM) Program Self-Assessment Federal Highway Administration (FHWA) results summary. The TIM Team participated in the 2014 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. Mr. Fuller compared the results of the 2012, 2013, and 2014 results to show areas that may need improving and the positive direction that the TIM Teams are achieving. Below are the results:

SECTION	2012	2013	2014
OVER ALL SCORE	80.9	83.7	73.9
STRATEGIC	21.7	19.0	21.9
TACTICAL	34.8	35.3	28.6
SUPPORT	24.4	29.4	23.3

The highest scoring sections indicate Polk County's strengths are providing motorists with incident information and formalizing TIM agreements among stakeholders. Compared to 2013, Polk County has made its greatest improvement in scores for encouraging multi-agency cooperation and calculating TIM performance measure.

The lowest scoring sections indicate where Polk County has the most room for improvement in calculating TIM performance measures. Additionally, Polk County has the potential to increase scores in the area of establishing proper incident response and clearance procedures. The region can also work to raise scores by focusing on sharing/integrating data with other agencies.

To learn more about TIM Performance Measures, visit FHWA's Performance Measures site: [Knowledgebase at http://ops.fhwa.dot.gov/eto_tim_pse/preparedness/tim/knowledgebase/](http://ops.fhwa.dot.gov/eto_tim_pse/preparedness/tim/knowledgebase/)

Bill Fuller spoke to the team about the Strategic Highway Research Program (SHRP-2) training and the Train the Trainer program. The Federal Highway Administration (FHWA) of the U.S. Department of Transportation continues to train trainers in all U.S. States and two U.S. territories to launch classroom sessions of the newly released Traffic Incident Management (TIM) Responder Basic Training Course. To date, almost 5,200 fire, law enforcement and transportation TIM experts have received training on how to implement the course in a classroom setting. The FHWA highly encourages Safety Service Patrol professionals to attend a course offering in their area.

A Congressionally mandated effort managed by the Transportation Research Board (TRB), the American Association of State Highway Officials (AASHTO), and the FHWA through the Second Strategic Highway Research Program (SHRP 2) resulted in a Traffic Incident Responder training course to address on-scene operations and management. This multi-disciplinary training course promotes a shared understanding of the requirements for quick clearance and for safeguarding responders and motorists. FHWA produced a 2-day Train-the-Trainer course and is traveling around the Nation training TIM experts to conduct the classroom-based course. The training objectives are:

- Promoting more effective multi-agency, coordinated, and planned incident response.
- Improving responder safety.
- Improving travel-time reliability for person and freight trips on the Nation's highways by improving incident clearance time.
- Reducing congestion, collisions, and delays caused by secondary crashes.

Mr. Fuller encouraged the TIM team to participate in the training. Mr. Fuller stated that he will keep the team informed of any SHRP-2 train the trainer opportunities in the future.

Bill Fuller spoke to the team about critical incident reviews (CIR). Mr. Fuller informed the team of the need to hold CIR meetings after any major incident to discuss "lessons learned". A critical incident review (CIR) provides a forum to identify both the good practices and those that could be improved.

The CIR is held under a no-fault atmosphere. It is not a finger-pointing session. It is a means of addressing issues of concerns to responders, and seeking a better way of approaching a particular incident-mitigating method the next time a similar situation occurs. Critical incident reviews, which are also known as post-incident analyses, after-action reviews, and post-incident debriefings, provide significant benefits. CIRs present:

- An opportunity for responders to get together to discuss an incident in a no-fault atmosphere.
- A means of improving safety and clearance times at incident scenes.
- An effective tool to identify areas of improvement and confirm the value of good practices through a meeting of responders shortly after a major incident occurs.
- A means to help in developing and maintaining lines of communication and relationships among agencies.
- Coordinated enhancements to the activities of the TIM teams through use of the lessons learned and articulated in the course of CIRs.

The CIR meetings would be held at any location that works best for the team and would include any incident responders (i.e. police, Road Rangers, fire fighters, dispatch) that respond to the major incidents. If there is an major incident that occurs in the area that you feel would be a great “lessons learned” to the TIM team, 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

Bill Fuller spoke to the team about the Local Memorandum of Understanding (LMOU) which was created in April 2013 and sent to corresponding agency leaders to be signed.

The Florida Department of Transportation (FDOT) and the Florida Highway Patrol endorsed a Local Memorandum of Understanding (LMOU) to reduce the impact of incidents on our shared transportation system. By signing the LMOU response agencies agreed to the Open Roads philosophy, the implementation of which will make Florida's roadways safer for both incident responders and the motoring public. The LMOU does not obligate the TIM team agency members, or the TIM team agency member representatives to commit or donate funds, equipment or personnel, to the association's activities or initiatives. The LMOU provides a framework and guidelines to promote a collaborative incident response between the TIM team agency members within Collier, Lee, Charlotte, Sarasota, Manatee and Polk Counties. Specifically the agreement includes the following:

- Endorses the Statewide Open Roads Guidelines
- Defines incident scene roles and responsibilities
- Establishes a local incident scene lighting guideline
- Establishes a local incident communication guideline

Mr. Fuller informed the team that he had recently attended the 21st World Congress on Intelligent Transport Systems in Detroit, Michigan from September 7-11, 2014, which brought together more than 10,000 of the world's leading transportation policy makers, technology, and business professionals. At the conference during the Florida Highway of Administration (FHWA) presentation on TIM Team outreach and responder Training, the District One Memorandum of Understanding was displayed as a “National Best Practice” for TIM. Additionally, at the conference the Florida Department of Transportation District One also won “Best New Innovative Practice Outreach State Wide Marketing for Florida's Traveler Advisory System”.

Mr. Fuller informed the team that there are still TIM agencies and leaders that need to support the LMOU by signing the document. Mr. Fuller requested the TIM team to either take a copy of the LMOU back to their agency leaders for signature or provide the proper contact information for where the LMOU could be sent for signature.

If you have questions about the LMOU, 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

Bill Fuller spoke to the team about the “Move Over Law.” The Florida's Move Over law, FS. 316.126, requires drivers to:

- On a two-lane roadway, slow to a speed that is 20 miles per hour less than the posted speed limit.
- On a two-lane roadway, slow to five miles per hour if the speed limit is 20 miles per hour or less.
- On an interstate or roadway with multiple lanes of travel in the same direction, you must vacate the lane closest to any emergency or law enforcement vehicle parked along the roadway as soon as it is safe to do so. If you are not able to safely move over, slow to a speed that is 20 miles per hour less than the posted speed limit unless directed otherwise by a law enforcement officer.

Additionally, Governor Scott signed a bill on 6/20/14 amending s. 316.126, F.S.; requiring a driver to change lanes when approaching a sanitation or utility service vehicle performing a service-related task on the roadside

FDOT Construction Update

Mr. Bill Fuller requested that all TIM Team members make sure they are receiving the District One Weekly Road Watch Reports and to contact him if there were any concerns.

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 January 8, 2015 at 10:00 a.m. at the Polk County Sheriff's Office Complex, Procap Room, and 1891 Jim Keene Boulevard, Winter Haven, FL 33880

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.swfltim.org/>

If you have any questions or need additional information, please contact the District One TIM Team Manager, Mr. Bill Fuller at (239) 225-1915 or via email at william.fuller@dot.state.fl.us.