

Meeting Date: 08-17-04  
Meeting Time: 1:30 pm  
Location: Palm Beach County Emergency Operations Center  
20 South Military Trail, West Palm Beach, FL

**Attendees:**

Churchhill, John – PBSO	Moore, David – FDOT – Turnpike
Edelstein, Robert - DMJM+HARRIS	Murphy, Bob – PB ITMS Traffic Mgt. Office
Irizarry, Mohary – DMJM+HARRIS	Ramos, Maggie – Sunshine Towing/Road Rangers
Jones IV, Ollie – DMJM+HARRIS/District 4 TMC	Ramos, Alexis – Sunshine Towing/Road Rangers
Kauff, Richard – Kauff’s Towing	Robbins, Charlie – DMJM+HARRIS
Leal, Jose M. – Sunshine Towing/Road Rangers	Werner, Catherine- FDOT – Turnpike
Moley, David- FDOT-District 4	Thomas Miller – DMJM+HARRIS
Francese, Gaetano – FDOT District 4	

**Call Meeting to Order**

Charlie Robbins of DMJM+HARRIS called the meeting to order and self-introductions followed. The meeting agenda and June 2004 PB Meeting Minutes were distributed prior to the meeting for review. There were no comments on prior meeting minutes.

Charlie Robbins pointed out that the number of attendees for today’s meeting was low because of various agencies sending staff to help with the aftermath of Hurricane Charley. In addition, he pointed out that today’s meeting would not take the normal format and that he would like to have a round table discussion on current TIM issues.

**Current TIM Issues**

- Guy Francese stated that there is a Community Traffic Safety Team that is sponsoring a “Staying Alive on 95”. This event entails all local police agencies policing loose loads, speeding etc. This event will be held on 08-25, 26, 27.
- Guy Francese presented a Safe Guard System, which consisted of a moveable barrier for emergency median openings. This information was given to Guy from FDOT Construction for a potential inclusion to the I-95 construction and wanted to get feedback from the TIM Team. David Moore stated that the Turnpike evaluated similar systems. The Turnpike decided not to implement these systems because the Turnpike has existing openings and the costs would not bring significant benefits.
- Guy suggested that the Hurricane Evacuation Plan for Palm Beach County be reviewed and to add Natural Disasters as an event type to the Incident Response Manual. FHP has a rotation Coordinator for towing during hurricanes. Cities might have a separate contract with one company who might not be able to handle the load.

- John Churchill from PBSO asked if the Road Rangers take into consideration the ordinances for Dade, Broward, and Palm Beach regarding the non-consent rules. John indicated he was putting together an advertisement for towing services and wanted to review Road Ranger policies. Guy offered to share the FDOT Road Ranger Scope of Services.
- Ollie Jones provided sample flow charts from FDOT District 6 and FDOT District 4 Broward TMC operations. The TIM Members liked the format and agreed that the Incident response Manual should include a flow chart to clearly define who gets contacted when and under what circumstances.
- Charlie Robbins conducted a review of the Self Assessment and congratulated the TIM Members for raising the score from 46.5 to 58.3. The group reviewed the scores and issues and began to assign action items to the four working groups. The TIM members focused on more critical areas.
  - Action Item 4.1.1.2 Training Team was assigned to distribute the “Opens Roads Policy” to other local agencies.
  - Action Item 4.1.2.3 Clearance Group assigned to review the Miami-Dade Community Response Training (CRT) as an example for field exercises. Road Rangers have a facility for training. The team can devise an outline of training needed.
  - Action Item 4.1.2.4 Communications Team assigned to create a protocol regarding PIA Meetings. This will involve making a person responsible for identifying the Incident Commander and what Fire Station will be hosting the PIA.
  - Action Item 4.1.3 Detection, Verification, Response Team assigned to develop a time line of incidents to identify agency specific performance measures, then develop methodology for tracking the performance measures.
  - Action Items 4.2.1.4 / 4.2.2.4 Clearance Team assigned to create maps showing resources and response times of these resources to identify gaps for meeting the “Open Roads Policy”. Once resources are identified, see if there are opportunities to share resources to improve incident response times.
  - Action Item 4.2.2.2 / 4.2.2.3 Detection, Verification, Response team assigned to develop procedures for traffic control procedures for longer incidents consistent with MUTCD and for at the end of the queue.
  - Action Item 4.3.1 Communications Team assigned to define criteria for the use of communication during an incident (ex. radios). Alexis Ramos from the Road Rangers suggested a talk group with Nextel for \$25/month.
  - Action Item 4.3.3.3 Communications Team assigned to monitor the progress of ITS deployments to improve the capability to provide travel time estimates and identify what the TIM Group can do to help.