

Meeting Date: 10-05-04
Meeting Time: 1:30 pm
Location: West Palm Beach Operations Center
7900 Forrest Hill Blvd., West Palm Beach, FL

Attendees:

Churchhill, John – PBSO	Moley, David- FDOT-District 6
Dickson, Tom - DMJM+HARRIS (SIRV)	Moler, Larry - ?
Irizarry, Mohary – DMJM+HARRIS	Murphy, Bob – PB ITMS Traffic Mgt. Office
Jerauld, Steve – PB County Fire Rescue	Ramos, Alexis – Sunshine Towing/Road Rangers
Jones IV, Ollie – DMJM – District 4 TMC	Robbin, Charlie – DMJM+HARRIS
Kauff, Richard – Kauff’s Towing	Santangelo, Pat – FHP PIO Troop K
Leal, Jose M. – Sunshine Towing/Road Rangers	Scarpellino, John – PB ITMS Traffic Mgt. Office
Levinson, Fred – Florida Turnpike	Stewart, Barry – Bureau of Emergency Response
Miller, Tom – DMJM+HARRIS	Werner, Catherine- FDOT – Turnpike

Call Meeting to Order

Charlie Robbins of DMJM+HARRIS called the meeting to order and self-introductions followed. The meeting agenda, August 2004 PB Meeting Minutes, ITMS Survey and the Miami-Dade County Office of Emergency Management Bulletin were distributed prior to the meeting for review.

It was suggested, that the most recent revision of the Incident Response Manual include the module for Hurricane Preparedness Procedures.

Other TIM Issues

Bob Murphy from the PB ITMS gave an overview of the purpose of the ITMS Survey. He emphasized the need for feedback from all customers receiving text messages. There has been some change in the time and numbers of pages going out since they went 24/7 at the end of August 2004. He requested that everyone complete the survey and fax it to the center.

Pat Santangelo requested clarification on the FHP route closures versus the cameras on I-95. Bob clarified that the West Palm Beach ITMS Cameras on the portable trailers on Australian and Belvedere are the same cameras he is referring to.

Tom Dickson, the Severe Incident Response Vehicle Operator from DMJM+HARRIS, gave an overview of the SIRV Pilot Program. He explained the TMC’s use technology to observe what is occurring at a particular scene. The next phase is to clear incidents as soon as possible. The SIRV will consist of one vehicle on freeways in Broward responding to level two and level three incidents with lights and sirens. The vehicle will have MOT equipment to be deployed, cones, two-way radios, flares etc. Tom will collect information from responding agencies at the scene and relay information to the TMC. After a year, the Pilot Program will be evaluated and possibly expanded to other counties.

Charles Robbins added that Tom will be added FDOT presence. He will eventually have a digital camera and video to the TMC.

Fred Levinson from the Florida Turnpike asked if the video will be on a secured site.

Charles stated that DOT and the County have been working on a video sharing protocol for the past two months. They are evaluating baseline data and developing SOG's on how to interface with other agencies.

Tom provided his mobile number (954) 931-1895. The rest of his contact information will be distributed via E-mail. Tom will also be hiring a part time SIRV Operator to serve as a backup. The SIRV vehicle should be on the road within 6-8 weeks.

Matt from – **Fire Rescue** asked what is the notification process once roadways are clear. Does the Road Ranger Supervisor call in the status?

Catherine Werner from the Florida Turnpike stated FHP and the Roadway maintenance normally call in the status of the roadways.

Working Groups

Charles Robbins asked each working group to select two action items from the August Meeting Minutes and create a scope of action for each.

Detection and Verification Response Team

Spokesperson: Tom Dickson

The Detection, Verification, Response Team worked on Action Item 4.1.3 which is to develop a time line of incidents to identify agency specific performance measures, then develop methodology for tracking performance.

It was discussed that each agency has its own standard operating policies addressing performance measures. One person would need to contact each agency to get a copy of their policy. After an incident one person would have to collect the time lines from each agency and see if they conform to their policy. This needs to be accomplished via a program similar to the STEALTH system used by the Turnpike Authority.

Lt. Santangalo commented on the fact that many times the FHP Dispatch Center becomes overwhelmed by incoming *FHP calls thereby paralyzing dispatch operations. This causes emergency calls to go unanswered and delays dispatching Troopers to incidents where roadways are blocked. He suggested contracting *FHP calls out to the company handling the 511 service. He also felt the dispatch center was poorly staffed and call takers and dispatchers had too large of an area of responsibility to dispatch Troopers properly. All of these, combined with an inadequate amount of Troopers, causes big delays in having Troopers on the scenes quickly to begin to take care of an incident. He suggested that Performance Measures are devised for each agency instead of as a whole as all agencies have different performance standards.

Action Items: Tom Dickson will tour the FHP Dispatch Center and review their SOP's for performance standards looking at timelines as they relate to answering telephones and dispatching calls.

Clearance Team

Spokesperson: Tom Miller

The Clearance Team worked on Action Item 4.2.1.4/4.2.2.4. Below are the notes from our working session:

Dave from FDOT maintenance stated that when a product spill occurs on the roadway that the most difficult piece of equipment to dispatch to the site is a VAC truck. The reason is that the VAC trucks are generally being used by the clean-up companies on other jobs during the day and are unavailable for several hours when requested. A potential solution that can remedy a vast majority of the product spills is a hand pump and a couple of 50 gallon drums on the back of a pick up truck. Unfortunately, FDOT maintenance existing dispatch cleanup contract does not have an item for this type of incidental equipment. Dave is going to investigate if a contract modification is needed or not.

A discussion occurred within the Group to ascertain the different responsibilities of FDOT environmental maintenance cleanup (Dave) and Bureau of Emergency Response (Barry). After much discussion, it was determined that each organization has exactly the same responsibility inside of DOT ROW, however the Bureau of Emergency Response has additional responsibility for the clean up if the incident occurs inside the DOT ROW and migrates off the Row and contaminates adjacent parcels. Each organization has different paperwork to fill out and reports through than entire different chain of command. Additionally, Barry stated that the Bureau of Emergency Response has not agreed to the FDOT Open Roads policy.

FDOT Maintenance (Dave) presented a map with names of maintenance clean up contractors and there locations depicted on the map. The map clearly shows a large gap in Palm Beach and Martin counties. Dave is going to continue the working on the map and the Group recommended adding the State Warning Point phone number, each county warning point phone number, the Broward, Palm Beach, and Turnpike TMC phone numbers.

Barry from the Bureau of Emergency Response indicated that problem in some incidents was that his Department is notified after the incident is several hours old. Generally, he is notified by the State Warning Point. The Group recommended that since the road rangers are generally on site within a few minutes of most incidents between Dade and Martin counties that the road rangers should collect the name of the trucking company involved in the incident along with the vehicles home city and DOT registration number and notify the appropriate TMC with this critical information. Once the TMC has this information, it should notify the State Warning Point incase the emergency responders did not or there was a miscommunication. Barry's department can begin to mitigate the incident while they are driving to the location if they have this critical information.

Action Items: John Scarpellino (ITMS) and Barry Stewart (Bureau of Emergency Response) will exchange emails to provide set up a protocol so the road ranger at the incident location can provide direct information to Barry for additional on site information, if needed, such as, incident commander's phone number.

Communications Team

Spokesperson:

The communications team worked on Action Item 4.1.2.3. ITMS conducts Post Incident Assessments on level 3 incidents. The purpose of the PIA's is to compare timelines, identify lessons learned, and recognize good practices. The TIM Team Members and DOT will combine efforts in scoping participation of all agencies within two weeks of the incident. The PIA will only need to be established for I-95 as the Turnpike already hosts PIA's.

Matt from **Fire Rescue_?** stated that PB County Fire Chief Association meets once a month. The contact information will be e-mailed to Charlie for possible future participation.

Action Item: Host ITMS working lunches with all agencies involved as responders in the incident. Obtain contact information for the monthly Fire Chief Association Meetings.