

TIM Meeting Minutes – March 2004

MEETING DATE: Tuesday, March 16, 2004
MEETING TIME: 1:30 PM to 3:30 PM
MEETING LOCATION: Florida Department of Transportation District Six
Auditorium
MEMBERS PRESENT: See Attached List

INTRODUCTIONS

Angel Reanos of FDOT District 6 called the meeting to order. Self-introductions for all attendees followed. The meeting agenda, January 2004 TIM meeting minutes and September 2003 Joint TIM meeting minutes were distributed prior to the start of the meeting by HNTB Corporation. No comments were offered to the prior meeting minutes.

ROAD RANGER PROGRAM (BEFORE AND AFTER)

Alex Castro of AMR stated that the presentation which he was scheduled to give at this meeting would be given at the next TIM meeting. He then proceeded to give a brief overview of the future presentation. He stated that the presentation would provide a year-to-year comparison in relation to actual road ranger training and/or the absence of training. He was also gathering information on Florida Highway Patrol (FHP) incidents where officers have been struck and comparing those numbers with Road Ranger incidents. By showing this comparison, Alex hopes to show the level of awareness of where we were before and where we are now in regard to training. He then stated that the second part of the presentation will deal with "Lights and Sirens" and explain the new changes to these laws.

ROAD DEBRIS AND INCIDENT MANAGEMENT

Lt. Charleston from the FHP stated that Lt. William Ferrell from FHP could not attend the meeting, therefore, he would be conducting the presentation. Lt. Charleston started a Microsoft PowerPoint presentation by stressing the importance of Road Rangers and the FHP working together. He praised the Road Ranger program and showed a series of slides depicting traffic incidents and Road Rangers giving assistance to the FHP. He stated that the Road Rangers have been a big assistance to the FHP at traffic crash scenes and that in many cases the Road Rangers arrive at the traffic incident scene prior to FHP. He asked that Road Rangers continue assisting the FHP in removing debris from the roadway. He also urged that Road Rangers use safety when removing debris from roadways by working in teams.

Lt. Charleston also spoke about the importance of looking at a traffic incident scene as a crime scene, and treating it as such by not disturbing evidence. He re-emphasized the importance of safety when removing debris from roadways because motorists have struck people on the roadways before. He mentioned that there is a "Move-Over" law in the state of Florida, which requires motorists to pull to the lane furthest away from the emergency vehicle when passing an emergency vehicle that is pulled over.

Lt. Charleston spoke on the issue of Road Rangers obtaining qualified drivers. He stated that FDOT District Four is now following FHP protocol in obtaining qualified drivers and that Lt. Ferrell is working hand-in-hand with this program. He stated that driver qualifications should include criminal history checks, certified documents and proper insurance, with up to date workman's compensation insurance. Slides of Road Rangers at crime scenes were then presented which showed vehicles which were properly equipped to deal with the traffic incident.

Aurelio Carmenates of MDX stated that their maintenance contractors also assist in removing debris from roadways and asked how maintenance contractors could provide additional assistance. Lt. Charleston praised maintenance contractors for responding quickly to a prior incident in which debris needed to be removed at a toll plaza. Lt. Charleston requested Aurelio to email some contact information so that it may be placed into the FHP system.

TIM Meeting Minutes – March 2004

Angel also stressed the importance of working together. He suggested that the same be done for I-75's contractor, ICA.

Lt. Charleston spoke on the Memorandum of Understanding (MOU) between the FHP and FDOT District Four. He stated that the MOU was for debris removal from the roadway and how FHP will assist FDOT with background checks of contractor owners and employees. FHP would assist FDOT District Four with background checks for driver qualifications as well as the companies that bid on Road Ranger contracts.

Guy Francese of FDOT District Four followed up on Lt. Charleston's comment by stating that a Pre-qualification form will be included within the RFP package for the next Road Ranger contract in District Four. FHP would do background checks. The contract bidders will have to pass the FHP pre-qualification to be allowed to bid on the Road Ranger contract. He then stated that the MOU has not yet been finalized.

Angel emphasized that District Four share this MOU with neighboring districts and Palm Beach County as well. Guy then stated that upon completion of the MOU, agencies would be welcome to use the District Four format.

Lt. Charleston stressed the importance of qualified drivers and background checks because the nature of their job is dealing with the public. Also, he stated that criminal history would be looked at on a case by case basis and that drivers that have a criminal history would not be necessarily eliminated.

Sgt. Urbano Dieppa of the Hialeah Police Department asked if there was a contact telephone number to call to have debris removed at cross jurisdictional roadways. Angel provided 305.470.5830 as the contact telephone number for a State Road, and in-turn appropriate FDOT maintenance yards will be notified.

Steven Corbin, FDOT District Four TMC Manager, stated that Buddy Cloud of FDOT Central Office was tracking the progress of District Four's MOU with FHP and if successful, it may be adopted in other districts. Angel praised District Four for their efforts in regard to the MOU.

Lt. Charleston stressed that Road Rangers must be monitored to have a successful program and that background checks start with the owners, partners and work their way down to the drivers. He stated that the background check will be intensive and will be nationwide. Lt. Charleston stated that the FHP system will find all criminal records within the United States. Steven added that FHP had previously committed that there would be a maximum two-day turn-around time on criminal checks submitted to the FHP by FDOT.

Angel asked about Road Rangers being offered stress counseling. Lt. Charleston responded by stating that the Critical Incident Stress Debriefing Team (CISDT) is available to Road Rangers and the information regarding the CISDT program will be forwarded to Angel.

In closing, Lt. Charleston stressed safety and use of due care when Road Rangers approach disabled vehicles on the roadway. He stated that Road Rangers should use caution when approaching these vehicles and that if the Road Ranger becomes uncomfortable, to back away and call for assistance.

BREAK-OUT SESSION

The break-out session lasted approximately 45 minutes, after which, the entire TIM Team reconvened.

TEAM REPORTS

Angel Reanos asked each of the teams to give a report of the issues that were discussed and any action items from these discussions.

Training Team

Guy Francese of FDOT District Four (serving as spokesperson) stated that the Training Team had come up with similar action items at the local Broward TIM team. The Training Team will research existing training programs and create a list of available training opportunities. He stated that the goal of the training is to provide cross training for members in 1 or 2-day courses. Another action item was to expand the curriculum of training opportunities. Guy then discussed an Incident Command System (ICS) training course that will be offered at no

TIM Meeting Minutes – March 2004

cost by the Broward EOC and stated that an overview of the ICS, as well as other training opportunities will be at the next Broward meeting. Bob Edelstein of DMJM+Harris was the contact person for these EOC training courses. Guy also stated that upon completion of these training classes, a certificate is issued. He then suggested that Broward County Traffic Engineering could offer training on signal systems and Tim Callahan of the Road Rangers, who is trainer for first aid could provide Red Cross training information. Angel Reanos also announced a Road Ranger training course that will be held from April 27 - 30, 2004.

Action Item(s): Members of the team should conduct research on existing training programs available in relation to Traffic Incident Management so that attendees can be better informed and curriculum of training opportunities can be expanded. A report should be made at an upcoming TIM meeting.

Detection Verification and Response Team

Alexis Ramos of Sunshine Towing (serving as spokesperson) stated that the group discussed ways to improve the response times for the various agencies during a major incident. One issue that the group identified was response times from the proper local public safety and EMS/fire rescue jurisdictions. Responders often get trapped in the traffic approaching an incident, especially when all lanes are closed approaching an incident or construction zones that restrict roadway shoulders.

Alexis stated that the group would like to have maps to assist response agencies in reaching the locations via standard and alternate access routes. Alexis also stated that the team could create a document of how Road Rangers would respond to an incident.

Action Item(s): Create maps of agency jurisdictions and access routes. Create a document of how Road Rangers would respond to an incident. A report should be made at an upcoming TIM meeting.

Clearance Team

Maggie Ramos of Sunshine Towing (serving as spokesperson) reported that the Clearance Team had discussed ways to improve notification during incidents. She suggested that FHP dispatchers attend training on truck classifications in order to properly deploy the right equipment to an incident to clear the area. Sean Loscalzo of A Superior stated that there is a chart available through the Towing Recovery Association (TRA) which describes truck classifications and that it should be distributed to every towing company and the FHP.

Action Item(s): Develop ways to improve notification during incidents. Obtain chart available through the Towing Recovery Association (TRA) which easily describes truck classifications. A report should be made at an upcoming TIM meeting.

Communications Team

Aurelio Carmentes of MDX (serving as spokesperson) offered that the Communications Team's discussion had focused on ways to improve the communication of accurate information between the agencies providing incident verification, whether it is a Road Ranger, public safety officer or TMC operator, and the response agencies, as well as the public via the TMC and 511 systems. He offered concerns in regard to incident level designations and stated that there needs to be an established notification chain. Aurelio then asked Angel about the Incident Procedure Flowcharts which had been developed by FDOT District 6 a few years back as part of the SunGuide Incident Management Procedures Manual and if these could be provided for review and possible updates.

Action Item(s): Members of the team should discuss how to establish a notification chain. Members should obtain the Incident Procedure Flowcharts currently used by FDOT District 6 to see if enhancements related to inter-agency communications should be made. A report should be made at an upcoming TIM meeting.

OTHER BUSINESS

Angel Reanos asked Bob Murphy of Palm Beach ITMS to report on the major incident which occurred on the morning of March 16, 2004. Bob reported that a tanker truck rolled-over in the northbound direction on I-95, just north of Glades Road at approximately 5:15 AM. Lanes in both directions were closed to traffic. Southbound lanes along I-95 were blocked from approximately 10:30 AM to 12:00 PM. Scene was cleared by 2:15 PM.



MEETING CLOSE

Angel Reanos then brought the meeting to a close. The next meeting date for the Miami-Dade TIM Team is set for **May 18, 2004 at 1:30 PM (Room to be announced)**. Additional information on the next meeting will be distributed prior to that date.

Broward/Miami-Dade Joint Traffic Incident Management Team Meeting

Sign-In Sheet – March 16, 2004



Name/ Delegate Affiliation Phone FAX E-Mail Working Team

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<i>Aurelio Carmenates</i>	MDX	305-637-3277	305-637-3283	acarmenates@mdx-way.com	Communications
<i>Frank Ramos</i>	DTC (MDX)	305-637-3277	305-637-3283	framos@bamiami.com	Communications
<i>Jose Darsin</i>	VMS - MDX	305-698-7500	305-698-7071	jdarsin@vmsom.com	Communications
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<i>Charles Robbins</i>	DMJM+Harris	954-972-0895	954-590-3593	charles.robbins@dmjmharris.com	Training
<i>Alexis Ramos</i>	Sunshine Towing	305-261-9520	305-261-9917	suntow750@cs.com	Detection Verification & Response
Maggie Ramos	Sunshine Towing	305-261-9520	305-261-9917	sunshinebroward@cs.com	Clearance
Lt. Derrick Charleston	FHP	305-470-2517	305-470-2533	Charleston.derrick@fhp.hsmv.state.fl.us	Clearance
<i>Fred Levinson</i>	Florida's Turnpike	954-975-4855 x1298		Fred.levinson@dot.state.fl.us	Communications
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<i>Eugenio Lopez</i>	Florida's Turnpike	954-975-4855		eugenio.lopez@dot.state.fl.us	Clearance
Richard Wheeler	Turnpike Road Rangers & Wreckers	954-972-0123	954-984-0243	martinpetroleum@msn.com	Clearance
Greg Griffith	Florida's Turnpike	954-975-4855 x1213		Gregory.griffith@dot.state.fl.us	Clearance
<i>Lillian Costa</i>	FDOT D6	305-470-5138	305-499-2308	Lillian.costa@dot.state.fl.us	Clearance

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Sign-In Sheet – March 16, 2004



Name/ Delegate Affiliation Phone FAX E-Mail Working Team

Gilbert De Armas	Rainbow Towing	786-402-4588	305-666-3209	garmas@bellsouth.net	Communications
Humberto De Armas	Rainbow Towing	305-968-0439	305-666-3209	garmas@bellsouth.net	Clearance
Leonardo De Armas	Rainbow Towing	305-546-1893	305-666-3209	garmas@bellsouth.net	Clearance
Scott Davis	Miami Shores Village	305-795-2210	305-696-6402	daviss@miamishoresvillage.com	Clearance
Yoel Banobre	Road Ranger	305-665-6006			Detection Verification & Response
Karel Hernandez	Road Ranger	305-219-8156		karlfajardo@msn.com	Detection Verification & Response
Tim Callahan	Road Ranger – Broward, Palm Beach & Miami Dade County	954-797-0407		roadranger13@comcast.net	Training
Reinaldo E. Bichara	Road Ranger	954-797-0407			Detection Verification & Response
Steven Corbin	FDOT D4 TMC	954-818-4211		Steven.corbin@dot.state.fl.us	Detection Verification & Response
George Maffei	Sal's Towing	954-566-5155	954-564-1681	bestliltowingco@aol.com	Clearance
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Catherine Werner	Florida's Turnpike	954-975-4855 x1373		Catherine.werner@dot.state.fl.us	Clearance
Guy Francese	FDOT D4	954-777-4366	954-777-4398	Gaetano.francese@dot.state.fl.us	Training
Raul Corbo	Anchor Towing	305-895-0388			Clearance
Sgt. G. Phillipson	FHP	305-252-4433			Clearance
Juan Villalba	Edwards & Kelcey, Inc.	305-279-2298		jvillalba@ekmail.com	None
Delphine Thornton	Broward County Traffic Engineering	954-484-9600 x231		dthornton@broward.org	Training
Sean Loscalzo	A Superior/CIRT	954-424-8781	954-370-7276	asuperior@aol.com	Clearance
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