

**TIM Coalition Meeting
CTDOT Headquarters, Newington
Conference Room A
Wednesday, January 31, 2018**

**DRAFT until
Endorsed by
the Coalition**

ATTENDANCE

<u>Name</u>	<u>Organization</u>
Terri Thompson	CRCOG TIM Coordinator
Betty Morris	Executive Director, North Central CT Emergency Medical Services Council, Inc.
Chris Henry	Division Administrator, USDOT-FMCSA CT Office
Cheryl Assis	Director of Public Safety and Homeland Security
Carmine Centrella	CRCOG, Program Director, Capitol Region Metro Medical Response
Lt. Donald Bridge	CT DMV Commercial Vehicle Safety Division
Harold Decker	Principal Engineer, CTDOT Bureau of Highway Operations
Jennifer Carrier	Director of Transportation, Capitol Region COG
Jillian Massey	Senior Transportation Planner, Capitol Region COG
Joanna B. Rogalski	Regional Planner, Naugatuck Valley COG
Lyle Wray	Executive Director, Capitol Region COG
Mark Nielsen	Director of Planning, Naugatuck Valley COG
Paul Krisavage	TIM Trainer, IBI Group for CTDOT
Robert Ramirez	ITS, Traffic and Safety Engineer, FHWA- CT Division
Stacey Durante	Region 3 EMS Coordinator
Sgt. Stafford Browne, Jr.	CT DMV Commercial Vehicle Safety Division
Stephen Brown	CSFA- Connecticut State Firefighters Association
Tim Vibert	President, TRPC- Towing & Recovery Professionals of CT
James Sorensen	Associate Director, Practice Lead, Transportation Engineering IBI Group
Robert Haramut	Senior Transportation Planner, Lower CT River COG
Lt. Christopher Bartolotta	Commanding Officer, CT State Police Traffic Services
Jeff Morrissette	State Fire Administrator, DESPP, Connecticut Fire Academy
Peter Silva	Operations Manager, IBI Group, Bridgeport CTDOT Operations Center
Andrew McCaul	Transportation Planner, Pioneer Valley Planning Commission, Mass.
William Perkins	Homeland Security Project Planner/Trainer, CRCOG
Lt. Michael F Pendleton	Commanding Officer, Troop H and BIA, CT State Police
Peter Zack	Emergency Response and Spill Prevention Division, DEEP
Chief James Cetran	Wethersfield Police
Fire Chief Rich Bailey	Wethersfield Fire, CT
Barry Julian	District 1 Maintenance Manager, CTDOT Bureau of Highway Operations

MEETING MINUTES

The meeting was called to order at 9:10 a.m.

- 1) Lyle Wray, Executive Director for the Capitol Region Council of Governments (CRCOG) opened the meeting. Excerpts from opening remarks:

Traffic Incident Management is an important element in congestion management and relates to all roadways whether urban, rural or expressways. The Coalition's Mission and Vision must focus on a systematic, planned and coordinated approach to detection, response and clearance with a goal to restore traffic capacity as safely and quickly as possible on all roadways. Most importantly look to reduce traffic delay and enhance motorist and responder safety during traffic emergencies.

Important Goals and Objectives

- J TIM-related strategies and actions which improve the mobility of people and goods need to be included in all phases of the planning and system management process and include the following.
 - J Focus on 4 E's of highway safety—engineering, education, enforcement, and emergency medical services (EMS)
 - J Goals that address the management and operation of the transportation system, travel time reliability, non-recurring congestion, air quality, and safety.
 - J Objectives and performance measures that focus on non-recurring delay/congestion, reliability, secondary incidents, responder safety, or incident clearance time.
 - J Promote regional and municipal support with key players interacting on a regular basis to discuss issues and coordinate incident management efforts.
 - J Diversion Planning / Plans – Priority to update plans and ensure all participants in diversion areas have complete set and are readily available for use. Electronic format and ArcGIS map
 - J Unified Response Manual - Efforts are in line with the National Unified Goal, TSMO policies and practices, emergency management. The priority is to establish a TIM program with clearly assigned administrative responsibilities in order to develop workable plans and a unified response protocol that meets the requirements of the Department of Homeland Security for the National Incident Management System (NIMS).
 - J Training: Increase levels of personnel and instructors completing National Traffic Incident Management Responder Training.
 - Statewide Traffic Incident Management training protocol that promotes initial and continuing educational opportunities in Quick Clearance and other recognized best practices in traffic incident management.
 - Cooperation and communication among agencies: providing opportunities for incident responders from varying disciplines to understand the needs of each and to learn from each other.
- 2) Attendee Introductions
- 3) Ms. Terri Thompson and Mr. Paul Krisavage gave presentations on *Traffic incident Management- An Overview* and *Traffic Incident Management- Where do We Begin*. Topics included discussion of past TIM efforts and accomplishments, crash history, current policies and practices, and goals and objectives for Coalition.

- 4) Emergency Responder Panel – James Sorenson, IBI Group Moderator brief overview of responsibility and Q&A

DISCIPLINE	PANEL MEMBERS	ORGANIZATION
CTDOT Hwy Ops	Harold Decker	CTDOT Highway Operations
Fire	Richard Bailey	Wethersfield Fire representing CT Fire Chiefs Assoc.
State Police	Lt. Christopher Bartolotta	Traffic Services Unit Commanding Officer
Local Police	James Cetran	Wethersfield Police representing CT Police Chiefs Assoc.
EMS	Carmine Centrella	Metropolitan Medical Response System (MMRS)
Towing	Tim Vibert	TRPC- Towing & Recovery Professionals of CT

-) Each panelist was given 5-10 minutes to:
- Introduce themselves and their organization and provide a brief bio.
 - Describe their organization's TIM role, and describe their activities and priorities when at an active incident scene
 - Briefly raise any specific TIM issues, concerns, or opportunities for improved coordination.
-) Tim Vibert provided a PowerPoint presentation about towing and recovery concerns related to incident response and liability for towing services.
-) Following the introductory remarks the panel was asked some questions by audience members and the moderator based on common TIM themes. Key takeaways from the discussions were:
- Role of Crash Data in TIM to assess patterns, frequency (Hot spots), crash dynamics, effect on quick clearance.
 - Importance of applying the 4 E's – Engineering, Education, Enforcement, and Emergency Medical services (EMS).
 - Continue promoting and supporting National TIM Responder Training efforts.
 - Apply a broader regional approach for TIM in the metropolitan transportation planning process that encompasses all regional planning agencies that are part of CRCOG and the Hartford Urbanized Area.
 - Ensure TIM efforts are consistent with the Strategic Highway Safety Plan (SHSP), other transit safety and security planning efforts, and Transportation Systems Management and Operations (TSMO) strategies.
 - Foster relationships with Judicial, Chief Medical Examiner, and Consumer Protection agency representatives to support quick clearance strategies.
 - Request that a TIM Coalition member be represented on the Emergency Support Function (ESF) Working Group for ESF 1: Transportation and Transportation Security which is overseen by the Statewide Emergency Management and Homeland Security Advisory Council.
 - Secure a legislative Champion for the support of TIM efforts.
 - Gain support of top level decision makers on importance of TIM in transportation safety (i.e. factors that affect clearance times; quick clearance strategies that increase the safety of the transportation system for motorized and non-motorized users).
 - Complete Uniform Response Manual and develop Plan. Key is to *Have a Plan, Understand the Plan, Train with the Plan and Use the Plan.*

- Continue investment in technology: to support detection, response and clearance; to improve the speed, accuracy, reliability of communications and information management; and to apply new technology such as drones to assist in quick clearance.
- Explore funding strategies - greater access to funding, equipment, and other resources to advance TIM.

5) Next Steps

-) Hartford Urbanized Area TIM Coalition Membership - Each participating organization listed in Table 1 will have a seat(s) on the Coalition. The organization will designate Champion(s) and an alternate of their choosing.

TABLE 1 - COALITION MEMBERSHIP

1	CRCOG - Capitol Region Council of Governments – Lead
2	CTDOT- Dept. of Transportation, Bureau of Highway Operations
3-5	CT DESPP CSP - Dept. of Emergency Services & Public Protection, Div. State Police- Office of Field Operations, and Special Units- Traffic Services, and C.A.R.S.
6	CTDESPP CFPC - Dept. of Emergency Services & Public Protection, Commission on Fire Prevention and Control
7	CTDMV - Dept. of Motor Vehicle - Commercial Vehicle Safety Division
8	CT DEMHS – Dept. of Emergency Management and Homeland Security
9	CT DEEP- Dept. of Energy and Environmental Protection - State Emergency Response
10	CT DPH – Dept. of Public Health - Office of Emergency Medical Services
11	Federal Highway Administration – CT Division / ITS, Traffic & Safety Engineer
12	Federal Motor Carrier Safety Administration
13	TRPC- Towing & Recovery Professionals of CT
14	MTAC - Motor Transport Association of CT
15	CPCA - CT Police Chiefs Association
16	CFCA- CT Fire Chiefs Association
17	CSFA- Connecticut State Firefighters Association
18	CREPC - Capitol Region Emergency Planning Council RESF-1
19	CT EMS- North Central Connecticut Emergency Medical Services Council, CT Fire Police
20	NHCOG - Northwest Hills Council of Governments
21	NVCOG - Naugatuck Valley Council of Governments
22	RiverCOG - Lower Connecticut River Valley
23	PVPC- Pioneer Valley Planning Commission, Massachusetts

-) Develop a Road Map for TIM Coalition.
-) The next meeting of the Coalition will be scheduled as soon as Champions have been chosen by each organization represented.

6) Adjournment - The meeting was adjourned at 12:00 pm

Copies of meeting minutes and information handed out at the meeting are available for download on CRCOG's website at <http://crcog.org/event/traffic-incident-management-tim-coalition/>

Minutes Prepared and Distributed by

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Attendees

Amy Jackson-Grove - FHWA CT Division (amy.jackson-grove@dot.gov)
 Brian Baldwin – No. Central CT Emergency Medical Services Council, (baldwinb@northcentralctems.org)
 Bryan Gran – CT DEMHS Emergency Management (Bryan.gran@ct.gov)
 Chief Kevin Cooney – CT Fire Chiefs Association (kcooney@southwindsorfire.org)
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 Colonel Alaric Fox - CT State Police (alaric.fox@ct.gov)
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 Jeffrey Wilson – CTDOT Bureau of Highway Operations (Jeffrey.wilson@ct.gov)
 John Field – DEMHS Region 2 (8607080748@usamobility.net)
 Joseph Curreri - UConn Health Police (curreri@uchc.edu)
 Joseph Sculley – Motor Transport Association of CT, MTAC (joe@mtac.us)
 Michael Bova - Ambulance Service of Manchester, LLC (mbova@asm-aetna.com)
 Paul Rizzo – CTDOT Bureau of Highway Operations (Paul.rizzo@ct.gov)
 Rich Reagan – CTDOT Bureau of Highway Operations (richard.reagan@ct.gov)
 Richard Dunne – Naugatuck Valley COG (rdunne@nvcogct.org)
 Richard Lynn – Northwest Hills COG (rlynn@northwesthillscog.org)
 Salvatore Marsico – CTDOT Bureau of Highway Operations (salvatore.marsico@ct.gov)
 Sam Gold – RiverCOG (sgold@rivercog.org)
 Sgt. Patrick Sweeney - CT State Police, C.A.R.S. Unit (Patrick.Sweeney@ct.gov)
 Stephen Moran – CTDOT Bureau of Highway Operations (stephen.moran@ct.gov)
 Thomas Vannini - DEMHS Region 5 (thomas.vannini@ct.gov)
 Tim Vibert - Towing & Recovery Professionals of CT, TRPC (timvibert@yahoo.com)
 William J. Hackett – CT DESPP - DEMHS (william.j.hackett@ct.gov)
 William Turley – DEMHS Region 3 (william.turley@ct.gov)
 Pamela Hayes - Connecticut Police Chiefs Association