

**TIM Coalition Meeting
Capitol Region Council of Governments
241 Main Street, 3rd Floor, Hartford, CT
Conference Room A
Tuesday, November 20, 2018**

ATTENDANCE

Name	Organization
Anthony Carpenter	CT Fire Police Association
Andrew McCaul	Pioneer Valley Planning Commission, Mass.
Barry Julian	CT Dept. of Transportation Bureau of Highway Operations – District 1
Rep. Brian Ohler	State Rep. 64 th District/ Fire & EMS Legislative Caucus Co-Chair [Teleconference]
Cheryl Assis	Public Safety Director CRCOG
Sgt. Corey Etters	CT Dept. of Emergency Services and Public Protection, State Police - Traffic Services
Lt. Daniel Loughman	CT Dept. of Emergency Services and Public Protection, State Police
Lt. Donald Bridge	CT Dept. of Motor Vehicles - Commercial Vehicle Safety Division
Ed Brickner	USDOT Federal Motor Carrier Safety Administration - CT Office
Eoin McClure	CT Dept. of Transportation Bureau of Highway Operations – District 4
Lt. Eric Murray	CT Dept. of Emergency Services and Public Protection, State Police - Traffic Services
Jeff Chandler	CT Dept. of Energy & Environmental Protection -Emergency Response & Spill Prevention Div.
Jeff Morrissette	CT State Fire Administrator, Connecticut Fire Academy
Joanna B. Rogalski	Naugatuck Valley Council of Governments
John Aceto	CT Dept. of Energy & Environmental Protection -Emergency Response & Spill Prevention Div.
Jonathan Hartenbaum	CT Dept. Emergency Management and Homeland Security – Region 3
Joseph Sculley	Motor Transport Association of CT
Kevin Cooney	CT Fire Chiefs Association
Paul Jodoin	Federal Highway Administration - Office of Operations, Emergency Operations
Paul Krisavage	IBI Group for CTDOT
Robert Aloise	CRCOG Acting Director of Transportation
Robert Haramut	Senior Transportation Planner, Lower CT River COG
Robert Ramirez	Federal Highway Administration – CT Division
Robin Denny	Robin Denny and Associates Consulting, LLC
Sgt. Stafford Browne, Jr.	CT Dept. of Motor Vehicles - Commercial Vehicle Safety Division
Terri Thompson	Capitol Region Council of Governments TIM Program

DRAFT - To be approved by TIM Coalition

MEETING MINUTES

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

- 1) Attendee Introductions
- 2) Public forum- No public present
- 3) Approval of July 9, 2018 meeting minutes. Motion to approve by Anthony Carpenter and seconded by Jeff Morrisette. Vote for approval - Unanimous
- 4) Mr. Paul Krisavage provided a briefing of CTDOT and IBI Group work related to TIM. Areas covered, and discussion included:
 - a) Training- CTDOT Service Patrol (CHAMP) has been trained, towing and recovery personnel have taken courses and an online version of TIM training is available to supervisors as part of the State Police training program curriculum. No other TIM Training requests have been received as of late and need to work on getting more responder personnel trained and consider doing some tabletop exercises.
 - b) The software platform for the diversion route conversion from flat plans to GIS format is being worked on by CTDOT and IBI. Diversion plans should be available for review very soon. The diversion plans will assist during long term responses that may require detours to be in place. Paul Krisavage emphasized the importance of towns being committed to handling detour traffic. Important considerations will be truck routing (weight/height restriction), and signalized intersections which may require manual control to improve traffic flow along detour route.
- 5) State Representative for the 64th District, Brian Ohler, who is also Co-chair of the Fire and EMS Legislative Caucus, called into the meeting and provided a brief history of his involvement as a first responder and work in the legislature. Representative Ohler mentioned though he was not reelected, and his term will end on December 31, he plans on continuing to support Fire and EMS caucus initiatives and funding. He explained that the Fire and EMS Caucus was formed to bring a bi-partisan group of members together to focus on the specific public safety issues that first responders must navigate daily. RE. Ohler invited the TIM Coalition to present an overview of the TIM efforts at the state and regional level at the next meeting scheduled for December 12, 2018. Paul Krisavage offered to present information at the Caucus meeting.
- 6) Paul Jodoin from the Federal Highway Administration (FHWA) provided an overview of the Traffic Incident Management Program overseen by his office.
 - a. Continued focus on traditional programs such as training, program development and capacity building, and taking a leadership role with emerging technologies for responders.
 - b. Include the following data elements from the MMUCC 5th Edition to support TIM performance measures and better track responder injuries/fatalities:
 - C2 Crash Date and Time: Roadway Cleared
 - C3 Secondary Crash: Y/N
 - NM2.1 "Working in Traffic way (Incident Response)
 - P4.1 "Pedestrian" (Typically already present)
 - P4.2 "Incident Responder?" and
 - P4.2 "Yes, Type of Responder" with responder list
 - Time Scene Cleared (Not MMUCC, used by 1/3 states)
 - c. Traffic Incident Management Capability Maturity Self-Assessment that CRCOG and CTDOT participate in annually. Items discussed included key findings at a national and state level; opportunities to improve

low scoring areas in key areas that include training; performance measures; suggested best practices that could be implemented. Paul Jodoin emphasized the importance of having a multi-disciplinary group participate in self-assessments. Terri Thompson advised him that the TIM Coalition will be participating in 2019 assessment to broaden the range of disciplines providing input.

7) Open Business – None noted

8) KEY TAKEAWAYS FROM MEETING DISCUSSIONS

- a. TIM Training
 - SHSP funding to assist in course development and participation.
 - Regional training approach – UConn Transportation Safety Research is exploring the design and construction of a state-of-the-art training and testing facility focused on transportation safety and the training needs of New England and research needs of the country. Refer to attached white paper from Eric Jackson, Director of the Connecticut Transportation Safety Research Center at UConn.
 - Update regulations to include mandatory TIM training
- b. Statewide/Regional TIM conferences and workshop.
- c. Driver Education / Public Outreach development – Distracted Driving/Move Over/National TIM Awareness.
- d. Performance Measures- Support adding MMUCC data elements to the current crash report to track responder injuries/fatalities (refer to 6b). Terri Thompson to present at next TRCC meeting scheduled for December 4, 2018.
- e. Updating of Quick Clearance Policy and Statewide Incident Management Policy needed.

9) ACTION ITEMS CARRYOVER AND NEW (*)

- a. Completion of Diversion Plan conversions by CTDOT and IBI and schedule stakeholder meetings to begin updating process.
- b. Updating of the Unified Response Manual Draft version
- c. Set Coalition priorities for 2019*
- d. Set Coalition meeting schedule for 2019*
- e. Performance Measures- data collection and setting of targets
 - Secondary Crashes
 - Responder Struck
 - Time for Roadway to Clear
 - Time for Incident to Clear
- f. P. Krisavage and T. Thompson to attend the December 12, 2018 meeting of the Legislative Fire and EMS Caucus and prepare briefing for TIM Coalition members.
- g. CTDOT update policies on quick clearance and incident management. *
- h. Update information for Coalition agencies and organization member contacts that will be in effect as of 2019 calendar year. *

10) Adjournment - The meeting was adjourned at 12:20 pm

Minutes Prepared and Distributed by



Terri Thompson
Traffic Incident Management Planner
TIM Coalition Chair

Electronic Distribution

Meeting Attendees and
the following members not in attendance:

Betty Morris (No. Central EMS Council)	morrisb@northcentralctems.org
Chris Henry (FMCSA)	Christopher.henry@dot.gov
Peter Silva (CTDOT Bridgeport Operations Center)	Peter.Silva@IBIgroup.com
Robert Kenny (DEMHS Region 2)	robert.kenny@ct.gov
William Turley (DEMHS Region 3)	William.turley@ct.gov
Chief Mark Rinaldo (Avon Police)	mr0202@avonct.gov
David Nardone (FHWA - Engineering Team Leader)	david.w.nardone@dot.gov
Harold Decker (CTDOT BOHO-TMC)	Harold.decker@ct.gov
James Donnelly (CRCOG Public Safety Liaison)	jdonnelly@crcog.org
James Romano (CTDOT Crew leader, Highway Operations Center)	James.Romano@ct.gov
Jeff Tucker (CT Fire Police)	Fp291chvfd@comcast.net
Ken Hanks (CT fire Academy)	Ken.hanks@ct.gov
Lee Telke (Executive Director, TRPC)	leetelke@yahoo.com
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Sal Sena (President TRPC)	sal@senacompanies.com
Stephan Brown (President, CT State Firefighters Association)	sbrown242@comcast.net
Tim Vibert (President, Towing & Recovery Professionals of CT- TRPC)	timvibert@yahoo.com
John Field (Region Coordinator, DEMHS Region 2)	john.field@ct.gov
Lt. John Schmalberger (Avon Police)	Jfs1045@avonct.gov
David Koscuk (Chair, Capitol Region Emergency Planning Council)	dkoscuk@bristolhospital.org
Lt. David Montini (CT State Police)	David.montini@ct.gov
Peter Zack (Acting Director DEEP Emergency Spill Response)	peter.zack@ct.gov
Sgt. Scott Leonard (C.S.P. CARS unit)	Scott.leonard@ct.gov
Joseph Sculley (President, Motor Transport Association of CT- MTAC)	joe@mtac.us
Stacey Durante (DPH-OEM)	Stacey.Durante@ct.gov

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

Information provided in Portable Document Format (PDF)

Quick Clearance Policy dated November 1995

Statewide Incident Management Policy dated 2006

Attendance Sheet

FHWA PowerPoint presentations: CT TIM SA_ Jodoin and CT TIM Meeting_112018_Jodoin