**TIM Coalition Meeting**

# DRAFT – Pending approval by TIM Coalition

**Capitol Region Council of Governments**

**241 Main Street, Hartford, CT**

**Zoom Meeting**

**Wednesday, December 15, 2021**

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| **Name** | **Organization** |
| Don Janelle | Manchester Emergency Management, CT Municipal UAV Task Force |
| Paul Krisavage | IBI Group, CTDOT Consultant for TIM |
| Lt. Kevin Manzolillo | CT DESPP CSP - Special Units- Traffic Services |
| Sgt. Mark DiCocco | CT DESPP CSP – C.A.R.S. Unit |
| Jeff Morrissette | State Fire Administration |
| Ed Brickner | USDOT Federal Motor Carrier Safety Administration - CT Office |
| Richard Donovan | Naugatuck Valley Council of Governments |
| Roger Krahn | Capitol Region Council of Governments |
| Lt. Evelyn Stender | CT Dept. of Motor Vehicles - Commercial Vehicle Safety Division |
| Timothy Snyder | Federal Highway Administration |
| Cara Radzins | Capitol Region Council of Governments |
| Sgt. Stafford Browne | CT Dept. of Motor Vehicle - Commercial Vehicle Safety Division |
| Fire Chief John Littell | Tolland Fire Department |
| Theresa Schwartz | Traffic Signal Circuit Rider Program - UConn CT Training & Technical Assistance Center |
| Diane Duva | CT Dept of Energy and Environmental Protection |
| Terri Thompson | Capitol Region Council of Governments TIM Program and Coalition Chair |

**MEETING MINUTES**

The meeting was called to order at 1:02 PM

1. ROLL CALL
2. ADOPTION OF AUGUST 25, 2021, MEETING MINUTES.

Motion to approve by Theresa Schwartz and second by Jeff Morrissette. Approved with 1 abstention, Richard Donovan.

1. CT MUNICIPAL UAV TASK FORCE (CTMUTS)– Don Janelle. Presentation posted on meeting webpage <https://crcog.org/event/traffic-incident-management-coalition/>

Don Janelle discussed what CT MUTS is about and some of their recent activities. Went over UAV protocols and abilities. Several municipalities on task force and shared a couple of videos that they have on UAV deployment. Here are the links:

High resolution image of the Buckley School project. Shared an orthomosaic image file that allows for closeup to 1600%. Due to size of image it is not included in meeting minutes.

The first one is a test on Skybrowse. (The presenter is a Texas op and he is also an aeronautical engineer and he doesn't pull any punches). [https://www.youtube.com/watch?v=0ki9XEMd7pc](https://protect-us.mimecast.com/s/yJjECo2vQYcxL2S1kKDR?domain=youtube.com)

Stanley Works smokestack demo video [https://www.youtube.com/watch?v=lK8LtNKHsWg](https://protect-us.mimecast.com/s/FORkCpYRQgFXN4fDfi0C?domain=youtube.com)

A full-scale exercise of a plane crash in long island sound [https://www.youtube.com/watch?v=k65qserfk4s](https://protect-us.mimecast.com/s/7Z79CrkER0FL0Qty7Wtj?domain=youtube.com)

Additional information about the CTMUTS program <https://ctmuts.weebly.com/>

1. CRASH RESPONDER SAFETY WEEK NOVEMBER 8 – 14, 2021

Provided an overview of outreach from various stakeholders and prospect of having a live event in 2022 to further raise awareness.

1. UPDATES ON ACTIVITIES

TIM field guide – distribution report out and future publication

Jeff Morrissette – Have distributed about 320 guidebooks left. Primary push was to include State Police, Fire Service, and EMS base. EMD groups, commercial

We knew we wouldn’t have enough to get to all local pd and towing and recovery and looking to secure funding for first round and getting an MOU for second phase. Will be considering an App on mobile data terminal or phone. Funding for future needs is being handled by Diane Duva’s office at CT DEEP.

Diane Duva – USDOT Hazardous Materials Emergency Preparedness Grant has included placeholder funding in current grant. Exploring an electronic version of the TIM field guide in an App versus hardcopy of pocket guide that is interactive. This would be more than just a pdf version of guide. Terri indicated that Diane and Jeff will be having a discussion with vendor, Quick Series in January

2021 FHWA Self-Assessment

Tim Snyder received scoring. 2021 assessment structure a bit different so difficult to compare with previous years. Received a score of 72.5 out of 100 is a slight improvement. Training and performance measures are still low scoring.

Fire Suppression Standpipe

Have had a couple of meetings with CTDOT, Fire Chiefs and other stakeholders regarding standpipe testing, maintenance, and agreements. Received specifications form CTDOT. Proposed recommendations and suggestions. CTDOT doesn’t own these standpipes. Once installed the testing and maintenance is responsibility of municipality. Brig issue and expensive proposition to comply. Get complete inventory and any agreements . If not tested and maintained, hey will be red tagged and deemed inoperable. Looking at funding avenue to assist in cost of testing and maintenance. RFI document drafted to get some fiscal impact information from potential vendors.

CTDOT and TIM Training

UConn participated with CTDOT at Newington DOT TIM Room. Have been encouraging training with distribution of TIM guides.

Paul Krisavage or Aidan Neely are points of contact to request training. Credit is given for those entities that have some of the training completed but to receive the TIM training certificate must complete all the course requirements.

Diversion Plans

Terri stated that need to get this moving forward and hopefully by beginning of next year to meet with towns, local enforcement, and fire to get this done. Diversion Plans are for major incidents, fatality mass casualty and rerouting of traffic away from scene. Looking to try and get this in an electronic format that can be used by responders and readily available including points of contact. Aidan Neely, IBI Corp are assisting in updating of old plans.

Unified Response Manual

Terri continuing to pick away at updates and will be focusing on getting completed and adopted by next year.

1. OPEN DISCUSSION

* Chief Littell- Discussed TIM training requirements. Working with a lot of electronic devices and virtual platforms that can capture data and images. The App would be helpful. Pocket guide has been distributed in Tolland region. Would like to have available through the phone like we have the Emergency Response Guide distribute through the U.S. DOT Pipeline and Hazardous Materials Safety Administration (PHMSA).

Massive shortage of EMS, EMT, Fire and Law Enforcement is a concern and trying to get personnel into an 8-hour course is a difficult ask for many responders.

Paul Krisavage concurred that an 8-hour course is difficult and some of the training they already receive is covered in training course. Cover a lot of ground the TIM course covers and can shorten up for material already covered in other courses like Fire2 and Fire2. We cover blocking techniques and diversion planning. Requested that Chief Littell reach out to Aidan Neely or himself to discuss and aid in setting up training. Chief Littell offered Tolland facility to hold training. And will discuss further with Aidan Neely.

* Terri Thompson – Thanked Theresa Schwartz for her participation on the Coalition and the best of luck in her new endeavor. She will convey our interest in having someone take her place as a representative of the T2 Center.

1. Adjournment - The meeting was adjourned at 2:18 p.m.

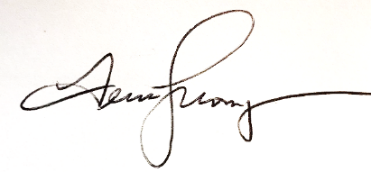
ACTION ITEMS CARRYOVER AND NEW (\*)

1. Completion of Diversion Plan updates. CRCOG and CTDOT to have discussions on scheduling stakeholder meetings with towns and getting GIS mapping done and distributed to everyone.
2. CTDOT to update policies on quick clearance and incident management.
3. Provide any agenda items for next meeting directly to Terri Thompson, [tthompson@crcog.org](mailto:tthompson@crcog.org)

**Next meeting March 16, 2022**

Copies of meeting minutes and information from meeting will be available for download on CRCOG’s website at <https://crcog.org/event/traffic-incident-management-coalition/>

Minutes Prepared and Distributed by



*Terri Thompson*

*Greater Hartford TIM Coalition Chair*

*Traffic Incident Management Program*

[*http://crcog.org/traffic-incident-management-update/*](http://crcog.org/traffic-incident-management-update/)

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Electronic Distribution

TIM Coalition members

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