**TIM Coalition Meeting**

# Draft Pending Approval

**Capitol Region Council of Governments**

**241 Main Street, Hartford, CT**

**Micorsoft Teams Meeting**

**Wednesday, March 16, 2022**

|  |  |
| --- | --- |
| **Name** | **Organization** |
| Sonia Watson | Hartford Police Dept. |
| Paul Krisavage | IBI Group, CTDOT Consultant for TIM |
| Rob Haramut | River COG |
| Sgt. Mark DiCocco | CT DESPP CSP – C.A.R.S. Unit |
| Jeff Morrissette | State Fire Administration |
| Andrew McCaul | Pioneer Valley Planning Commission |
| 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 |
| Amy Jackson-Grove | Federal Highway Administration |
| William Turley | DEMHS Region 3 |
| Sgt. Stafford Browne | CT Dept. of Motor Vehicle - Commercial Vehicle Safety Division |
| Edward Brickner | Federal Motor Carrier Administration |
| Anthony (Chip) Carpenter | CT Fire Police Association |
| John Aceto | CT Dept of Energy and Environmental Protection |
| Terri Thompson | Capitol Region Council of Governments TIM Program and Coalition Chair |
| William Perkins | CRCOG Public Safety |
| Cheryl Assis | CRCOG Public Safety Director |

**MEETING MINUTES**

The meeting was called to order by T. Thompson at 1:02 PM

* ROLL CALL
* ADOPTION OF AUGUST 25, 2021, MEETING MINUTES.

Motion to approve by Richard Donovan and second by Chip Carpenter. Approved unanimously.

* ANNOUNCEMENT - New Executive Director for CRCOG – Matthew Hart
* UPDATE ON ACTIVITIES:

1. Tim Field Guide – All the guides have been distributed except for 20 books. J. Morrissette, D. Duva and T. Thompson had a conference call with Quick Series after receiving a proposal for mobile application. An electronic version of guide was discussed with the vendor. Quick Series currently does not offer an electronic version only. A Mobile App is being discussed with the vendor along with the possibility of getting an electronic version. However, there are hurdles in developing a mobile application due to IT restrictions within state and local agencies. Also, the owner and administrator of the mobile app and portal for access is undetermined. There are some mobile apps that have been developed at the State level such as CT Prepares as mentioned by William Turley. A third party is developing and administering mobile applications for the State. The app and electronic format need to be researched more and will discuss with vendor and State on the best way to proceed.

Comments: Sonia Watson stated the City of Hartford is going to be rolling out I-phones for all department personnel. A mobile app would be preferable versus using web-based platform. They do have agreements with other third-party providers and would get approved so they can have permission to download it.

Richard Donovan – Web application versus mobile app will minimize maintenance needs and not an issue with multiple platforms. Can bookmark to home screen on phones as well.

1. CTDOT and TIM Training

Aidan Neely from CTDOT has been continually active in doing TIM training with a couple of instructors assisting him. Encourage everyone to try and get in the classes. They are free. Important to note that in the recent FHWA assessment, training was given a lower score so efforts to get more responders trained are going to benefit all overall. The pocket guide is handed out at the classes. He is scheduling other classes and has been providing notices to Terri Thompson who will forward to Coalition members. Contact Aidan directly to collaborate with him on training classes.

Statewide we have been issuing out to all the emergency response organizations and EMS members. Brian Baldwin and Betty Morris working to get them distributed to all EMS, William Turley getting the word out to all the Emergency Management Directors, and Jeff Morrissette coordinating with all the Fire agencies and Jeff is key in distribution chain.

We need to decide as to whether to order 1,000 more books to fill any requests that may come in. So far, no additional requests have been submitted. However, before we consider production of more guides, it is important that we get constructive feedback from users. If there are revisions or additions that are to be made it would be best to do that before we request more guides from vendor.

Comment: Chip Carpenter has been pushing TIM class for all the Fire Police in the State and the book is extremely helpful. Put on Fire Police website and getting requests for classes. Question was posed as to whether the completed class information is getting to the FHWA. He indicated the class he is providing mimics the National Safety Council Flagger certification not the TIM certification. The revisions he has provided in the class have been approved by the NSC. Anyone looking to get full TIM certification he sends to the NHI site.

Terri Thompson requested a syllabus of the class to see what is in the curriculum.

1. Unified Response Manual

T. Thompson is continually working on getting manual updated and has been incorporating information form the pocket guide as well as updating any regulation or law changes. She indicated that would like to get it redistributed out to all Coalition members and asking members representing each response organization in Unified Response Manual (URM). A statewide adoption does not appear to be possible so the Coalition will be pushing a regional response manual. Adoption at a regional level can go forward, but not sure how would get sign off from various agencies at only a regional level. The regional URM will include all those organizations and agencies represented on the Coalition. The members do include Council of Governments and those towns represented in the Hartford Urbanized area. Hope to get draft out by mid-summer and move to adoption by end of year (2022).

1. Legislation 2022

[Raised House Bill No. 5258- An Act Concerning Moving Over When Approaching Certain Emergency Vehicles](https://www.cga.ct.gov/2022/TOB/H/PDF/2022HB-05258-R00-HB.PDF)

Provided a brief overview of the current proposed legislation that was drafted by Jeffrey Bond, a Burlington firefighter. The legislation introduced to the Transportation Committee, Raised HB 5258, was not the wording that J. Bond had proposed. Discussion on the importance to define what “slow down’” means. Have had discussions with J. Bond on this and there was testimony provided for the public hearing. The current bill as worded will not fly. Reducing speed to 20 mph on limited access is not desirable and will result in worse situations. The original language was to “reduce the speed by 20 mph” Chances are legislation will not be going anywhere as written. J. Bond has been talking with AAA who provided testimony as well as Senators and Representatives. Looking for comments so can forward over to J. Bond.

No comment provided by members, and no one indicated support at the meeting.

[Raised Senate Bill No. 389 - An Act Concerning Traffic Mitigation](https://www.cga.ct.gov/2022/TOB/S/PDF/2022SB-00389-R00-SB.PDF)

* Section 1 – TIM Training: Would require that each police basic or review training program conducted by the Police Officers Standards and Training Council (POST) the Division of State Police or a municipal police department to include the training curriculum concerning traffic incident management. CTDOT did provide comment on this section and supports the proposed language. CTDOT indicated that there is currently a coordinated effort between CTDOT and DESPP to train more State Police personnel in TIM. The bill will most likely be sent to the Public Safety Committee.
* Section 5 – Unmanned Aerial Vehicles: Would require CTDOT to develop a plan to expand the use of unmanned aerial vehicles to investigate motor vehicle accidents (*FYI – should state crashes*) and to inspect existing transportation infrastructures. Sgt. DiCocco was asked if he was aware of this bill and he indicated he was not at time of introduction. He has been in conversation with H. Decker at CTDOT on this. Sgt. DiCocco stated that the State Police have had a program in place since 2019, and have been using their small unmanned aerial vehicles as a traffic mitigation technology for the sole purpose of TIM. Sgt. DiCocco did indicate that he will provide comment if bill comes across his desk. T Thompson indicated that CTDOT did provide comment to bill and indicated the same as Sgt. DiCocco mentioned.

Additional Bill Raised This Session:

[Raised House Bill No. 5255- An Act Concerning recommendations by the Department of Transportation](https://www.cga.ct.gov/2022/TOB/H/PDF/2022HB-05255-R00-HB.PDF)

* Section 1 – Open Containers: This section would prohibit open alcohol beverage containers in passenger compartment of motor vehicle. Connecticut is one of 12 states that do not have an open container law in place. It should be noted that CRCOG supports this section of bill.
* Sections 4 & 5 – Variable Speed Rate: This section would change speed limits on limited access highways during weather events and emergencies.

T. Thompson noted that it is a quick legislative session and not sure if these bills would be tabled and brought up later or moved forward. She also indicated that no testimony to any bills has been provided by CRCOG except for Section 1- Open Container in H.B. No. 5255. A draft resolution would need to be presented to the CRCOG Transportation Committee and then for approval by the CRCOG Policy Board and adopted by the Coalition before submitting testimony. It should be noted that WestCOG has provided comments to the bills.

No comments from members present.

1. Open Discussion

Richard Donovan posed a question to the group - Received concerns about the exit renumbering along Route 8 has triggered several questions from mayors and first selectman. See if there have been positive or negative thoughts on the numbering completed so far. What can be done to assist emergency response personnel? Interstate 395 was done a couple of years ago and Routes 8, 9 and 691 are ongoing.

P Krisavage indicated that Connecticut is behind on an effort to correlate exit numbers to mile points. Several other states have this already in place. Updating of diversion plans will be a challenge as the effort by Connecticut continues.

P Krisavage asked how TIM guide distribution was going. Gave a brief overview of the earlier discussion. Concerned with not getting requests or interest from Fire Departments or local law enforcement. Concern in trying to get TIM training completed in these agencies. In 2022 legislation document, Traffic Safety is coming to the forefront and information form NHTSA on the number of fatalities and speeds are still there. The potential for responders and concern for life safety. Changing people’s driver behavior is difficult. Awareness campaigns and outreach is worthy but not really changing behavior. Enacting laws and regulations that can assist in protecting responders may be the best approach. Safety at scenes is also important for motorists as well, and uniformity in effective scene management lowers the risk for all. No one wants to place a responder or motorist in harm’s way. Life Safety is imperative.

P. Krisavage asked about the uniform response manual and T. Thompson went over what was discussed earlier in the meeting.

P. Krisavage asked that Coalition push the training and T. Thompson indicated she is getting information from A. Neely on upcoming classes and pushing out the notices to the Coalition.

T. Thompson advised Coalition that if they have additional comments or questions not discussed at meeting, they can send them directly to her and will disseminate to the group members if appropriate.

DEMHS does have CT Prepares app that is statewide, and State hired a vendor to develop the application and not managed by DEMHS personnel. W. Turley was not sure if outside vendor manages the mobile application. J. Morrissette mentioned that organization , CT Interactive, is the vendor for agencies to use for development of apps and some of the funding derived from other applications is reinvested in supporting state agencies and develop apps at no charge. Have not followed up with them on that. That may be a challenge for us. J. Morrissette If went that route would have to recreate some of the content and illustrations not in the public domain. Should we get feedback before publishing another set of guides to correct any errors or add content.

P. Krisavage indicated pocket guide is quasi policy and he has issue with handing out guide to untrained personnel to use. Embarrassing to hand out a field guide to personnel that are not trained. They need to have the TIM training. Complaints from towing industry about law enforcement and fire not following the guidelines they have been trained on. There is an increase in transportation projects in his area and mentioned the development of an Amazon site in Naugatuck-Waterbury which will be a major transportation hub. We need to push TIM training coming out and would like to see push training and identify field guide and use would elicit more discussions on better techniques. T Thompson mentioned that developed a PowerPoint presentation that can be sued that expands parts of the field guide. I know presentation went out with the guide distributors. J. Morrissette suggested that we could set up orientation sessions for use of the TIM field guide and include prerequisites they should have in incident command system and TIM principles. It was agreed that we should consider promoting learning sessions to discuss guide and needed training to go with it. Intent was to provide the guide as a checklist and covers the training principles in TIM. T. Thompson will talk with A. Neely and J. Morrissette to discuss setting up virtual sessions. P. Krisavage agreed that having these sessions would be helpful and may bring up further discussion on TIM practices. J. Morrissette did point out that the pocket guide does include a “disclaimer” on page 1 that indicates it is a guidance document.

**Adjournment - The meeting adjourned at 10:36 a.m.**

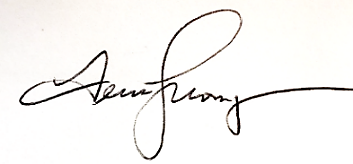
ACTION ITEMS CARRYOVER AND NEW (\*)

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. \*Unified Response Manual draft to Coalition by mid-summer. Action by T.Thompson
4. \*Send out notification to get feedback through evaluation form on pocket guide. Action by T. Thompson
5. \*Work on developing orientation session on TIM pocket guide. Will discuss development of the orientation sessions with A. Neely, J. Morrissette, and T. Thompson.
6. Provide any agenda items for next meeting directly to Terri Thompson, [tthompson@crcog.org](mailto:tthompson@crcog.org)

**Next meeting scheduled for June 15, 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/)

*Capitol Region Council of Governments (CRCOG)*

*241 Main Street, Hartford, CT 06106*

*Direct 860-724-4242*

Electronic Distribution

TIM Coalition members

Donna Shea – UConn Training and Technical Assistance Center, [donna.shea@uconn.edu](mailto:donna.shea@uconn.edu)

Mary McCarthy – UConn Training and Technical Assistance Center, [mary.c.mccarthy@uconn.edu](mailto:mary.c.mccarthy@uconn.edu)