

# National Traffic Incident Management Coalition Meeting Summary – June 3, 2009

---

## Agenda (Attachment A)

## List of Attendees (Attachment B)

### Participants

Dave Bergner  
Mike Brown  
John Corbin  
Steve Cyra  
Brett Graves  
David Helman  
Bill Hinkle  
Tom Martin  
Joel McCaroll  
Ed Miltner  
Montara November

Manny Puentes  
Gregg Riddle  
James Slattery  
Paul Sullivan  
Todd Trego  
Scott Winston  
Kimberly Vásconez  
Mike Zezeski  
Nancy McNabb  
Bill Bergner

### Welcome and Overview of Agenda

*John Corbin (Coalition Chair)*

Mr. Corbin welcomed all member representatives of the National Traffic Incident Management Coalition (NTIMC) and reviewed the agenda. Mr. Corbin called for additional items that members would like added to the agenda; with none suggested Manny Puentes was afforded an opportunity to provide the TSAG Update.

### TSAG Update

*Manny Puentes*

The Transportation Safety Advancement Group (TSAG) recently completed a case study on the Democratic National Convention. Following development of each case study a formal report is developed and submitted to FHWA. Another Case Study on the I-35 bridge collapse in Minnesota will begin development this afternoon with a workshop. Coalition members are strongly encouraged to attend. Within a workshop setting, TSAG members and other public safety professionals review actual public safety related events or incidents for the purpose of identifying management strategies and technology-based applications and corresponding successes, failures, and lessons-learned.

The TSAG has launched its website: [www.tsag-its.org](http://www.tsag-its.org). The website was developed to reach out to front-line responders. One feature on the website allows responders to submit polling questions; coalition members are welcome and invited to submit polling questions.

TSAG submitted comments on the RITA 5-year strategic plan request for information. Coalition members recognized that objective 3 of the National Unified Goal is ITS based, and likely where the NTIMC and TSAG can work together on NUG implementation activities.

## **NCUTCD**

*Jack Sullivan*

Mr. Sullivan continues to emphasize and educate NCUTCD members on what is attainable and realistic in terms of traffic control at incident scenes. The next NCUTCD meeting will be held June 18-20 in Manchester, New Hampshire. The Coalition liaison, Jack Sullivan, is unable to attend; Kevin McGinnis will participate in his place. One issue that may be of interest is a discussion of the ANSI 107 High Visibility Standard. Additional features to be considered are mandating the break away feature and issues about working near heat.

### **Action**

- John Corbin will provide a copy of the project proposal to Kevin McGinnis to enable him to harvest panel member interest.

## **NTIMC Foundation**

*Bill Hinkle*

- The NTIMC Foundation held its formative meeting on February 12, 2009, officers were elected, and bylaws approved.
- The Foundation will meet on July 23 to develop and revise the proposed grant making procedures.

## **Membership**

*Brett Graves*

- The membership committee is reviewing current member participation rates and considering the need to re-engage member organizations individually.
- The committee continues to follow up on any opportunities to capture new member groups and representatives, including law enforcement and emergency management.

### **Discussion**

- Suggest we re-engage the IACP. (Corbin)
- We should consider inviting the International Bridge, Tunnel, and Turnpike Association (IBTTA) to join the working layer of the Coalition. John Corbin will be speaking at IBTTA Annual Meeting in Denver, CO. (Cyra)
- A working level concept of the Coalition should be more thoroughly considered and implemented to help staff the proposed working groups. The purpose of the working level is to broaden the resource base. Working level participants would benefit from networking opportunities, information sharing, insight into current research and on-going projects. (Corbin)
- Need to look at the forum concept; part of the commitment can be that you have to dedicate time to the committees. Kim has example from setting up an emergency managers network (Vasconez)
- Members of the I-95 Corridor Coalition Highway Operations Group Members would likely be willing to participate. (Martin)

### **Actions**

- ✓ Sketch out purpose of this layer of membership. Develop application and information sheet for distribution.

## **ITS/JPO Request for Information**

*Brett Graves*

At the request of the Chair a response to the ITS/JPO Request for Information (RFI) was submitted on behalf of the Coalition on May 20. The RFI was seeking input from relevant organizations related to development of a five year strategic plan. The response from the Coalition emphasized the relevance and importance of the National Unified Goal in the context of draft goals offered within the RFI. Specifically the response addressed safety through vehicle connectivity and integration, capture of real-time information on all roads to facilitate identification and response, and development of complementary policies based on continued development and deployment of technologies.

## **TSAG/NTIMC Executive Briefing**

*John Corbin*

The TSAG and NTIMC leadership groups will meet with executives from the Department of Transportation to reaffirm the mission, vision, purpose, and status of the Coalition and the TSAG. Leadership will discuss the group's context within the broader traffic incident management and emergency response communities to offer perspectives on the contributions each group has made, and to highlight mutually understood opportunities for future collaboration.

### **Discussion**

- We should emphasize the importance of each group and the need for continued funding. There is also concern that the proposed meeting location is not ideal. We should carefully prepare talking points in advance to coordinate messages. (Mickey Bunn – TSAG)
- This will be an essential first step in initiating conversation and coordination among FHWA program offices; with the recent change in administration, timing is critical. (Vasconez)

### **Action**

- Coalition members will discuss the briefing further during the TSAG meeting.
- Coalition support will follow up with Dick Ashton at IACP and find out how/if they want to be represented.
- Coalition support will begin to outline talking points for NTIMC.

## **NTIMC/FHWA Linked Roadmap**

*Brett Graves*

The combined NTIMC/FHWA Roadmap is intended to show projects which can be mutually beneficial. The roadmap covers a two year period, includes research projects, key meetings, and coalition activities. The Coalition will participate in TIM related projects as identified through draft review and input.

### **Discussion**

- ✓ Suggest we add FHWA Performance Metrics, NCHRP, SHRP 2; 20-7, Visibility Research Agenda, and AASHTO system management and operations projects to the roadmap. (Corbin)

### **Actions**

- ✓ Coalition support will update the roadmap before June 30 Executive meeting.
- ✓ Coalition support will update the TIM/NUG Related Activity matrix.

## **Practices and Procedures Working Group**

*John Corbin*

The current concept for the Practices and Procedures working group is to identify and develop multidisciplinary traffic incident management practices and procedures. This concept aligns with strategies 10 of the National Unified Goal, and item 2.3 in the 2009 Coalition work plan. The group will also respond to inquiries for review of draft products and guidance which contain potential practices and procedures recommendations. The proposed output from this working group would include published multidisciplinary TIM practices and comments offered on industry products and guidance. Promotion and formation of the group would take place in June and July, formative meeting in August, and product development taking place in the fall.

### **Discussion**

- The working group could greatly serve the TIM community through compilation of existing practices and procedures, as opposed to developing new practices. Suggest we add NUG strategy 13 to definition of the working group concept. (Vasconez)
- Any Guidebook or compilation of practices would need to be kept current, suggest the working group would continually review and refine practices and procedures. (Cyra)
- The I-95 Corridor Coalition has a active project to examine/develop TIM related practices. Also, the ETO Standards LLIS project could benefit from a review, with possible practices identified. (Vasconez)
- Recommend that language be added to the definition to specify improving responder and motorist safety during development of multidisciplinary practices. (Helman)
- On whether the working group would formulate policy – it was suggested that setting policy is a member activity and function; the working group would only enable or enhance policy deliberation. Policy needs could be brought to the attention of this working group, they then would develop practices to enable policy setting by member organizations. (Corbin)
- The group should include at a minimum a representative from each discipline. Agree that development of best practices has to come first; then individual members take practices back to respective organizations for policy development. (Brown)
- Suggest we create a TIM Network (working layer of membership) to staff the working group, and offer opportunities for involvement to those who have expressed interest. (Corbin)
- Tom Martin, Jack Sullivan, Mike Brown volunteered to serve on the working group; Harriet Cooley committed to identify a Towing representative to serve.

### **Actions**

- ✓ Coalition support will update the working group description.
- ✓ Coalition support will develop a working group application to enable practitioners to volunteer.

## **Communications and Training Working Group**

*Brett Graves*

The proposed concept for the Communications and Training Working Group is a multidisciplinary group charged with identification, development, and distribution of Coalition and development of training resources for State, regional, and local TIM responders and other relevant stakeholder groups as identified. This group would work closely with other Coalition working groups and member organizations to coordinate training products and outreach opportunities. The Working group will be engaged by Coalition support in development and distribution of the linked roadmap as well as the NUG Commendation process identified in the

2009 Coalition Work Plan. Products would include annual recommendations for website updates, recommendations for outreach products, identification of key conferences for Coalition presence, and an updated TIM training resource matrix.

### **Discussion**

- As a first activity the group could identify gaps and needs related to TIM training. We need to distinguish between communication with practitioners and communication with the driving public. (Brown)
- Envision two sets of products, one related to training and another related to communications. (Cyra)
- Opportunities include implementation of a National Web Based TIM summit. The summit could include State level meetings networked together to facilitate a national conversation. RITA might be a resource in this effort as well. (Corbin)
- The focus of communications should be on the NUG, not necessarily on outreach for Coalition activities.(Cyra)
- Steve Cyra and David Bergner volunteered to participate in the working group.

### **Actions**

- ✓ Coalition support will update the working group description.
- ✓ Coalition support will develop a working group application to enable practitioners to volunteer.

## **Research Working Group**

*Brett Graves*

The concept for the Research Working Group would include a multidisciplinary group tasked with reviewing, impacting, and identifying research projects, programs, and opportunities. Through members involved with active research projects and programs the working group will review and comment from a multidisciplinary perspective, with goals and objectives identified in the NUG espoused. The working group would be responsible for Goal 3 within the Strategic Plan and the area 3 objectives established in the 2009 Coalition Work Plan. Products would include a technical review of research drafts, ongoing generation of research problem statements, and revisions/update to the NUG/TIM related projects matrix.

### Discussion

- Suggest the key product is continual development of a national research agenda for TIM. A research proposal has been submitted and awarded to develop a research agenda for vehicle visibility; this group could use that as a vehicle to initiate activities. (Corbin)

## **Member Events and Activities**

TRAA (Cooley) – Recently developed Law Enforcement Vehicle Identification Guide to assist with proper deployment of equipment. Contact Harriet if you want to order LE Vehicle Identification Guide.

## **Adjourn**

- The meeting was adjourned at 12:45

---

**AGENDA**

<b>Time</b>	<b>Topic</b>	<b>Speaker</b>
<b>8:30 – 9:45</b>	<b>Welcome and Overview of Agenda</b>	<b>John Corbin</b> <i>NTIMC Chair</i>
	<b>TSAG Update</b>	<b>Manny Puentes</b> <i>ITS America</i>
	<b>NCUTCD Update</b>	<b>Jack Sullivan</b> <i>ESRI</i>
	<b>NTIMC Foundation Update</b>	<b>Bill Hinkle</b> <i>NTIMC Foundation</i>
	<b>Membership Committee Update</b>	<b>T.J. Nedrow</b> <i>NVFC</i>
	<b>ITS/JPO Request for Information</b> (handout)	<b>John Corbin</b> <i>NTIMC Chair</i>
	<b>TSAG/NTIMC USDOT Executive Briefing</b> <ul style="list-style-type: none"> <li>○ Purpose and Status (handout)</li> <li>○ Preparations and pre-meeting</li> </ul>	<b>John Corbin</b> <i>NTIMC Chair</i>
<b>9:45 – 10:00</b>	<b>Break</b>	
<b>10:00 – 12:30</b>	<b>NTIMC/FHWA Linked Roadmap</b> <ul style="list-style-type: none"> <li>○ Summary and review (handout)</li> <li>○ Additional Items</li> </ul>	<b>Brett Graves</b> <i>SAIC</i>
	<b>Practices and Procedures Working Group</b> <ul style="list-style-type: none"> <li>○ Concept and products (handout)</li> <li>○ Recommendations and volunteers</li> </ul>	<b>John Corbin</b> <i>NTIMC Chair</i>
	<b>Communications and Training Working Group</b> <ul style="list-style-type: none"> <li>○ Concept and products (handout)</li> <li>○ Recommendations and volunteers</li> </ul>	
	<b>Research Working Group</b> <ul style="list-style-type: none"> <li>○ Concept and products (handout)</li> <li>○ Recommendations and volunteers</li> </ul>	
<b>12:30 – 2:00</b>	<b>Research Opportunities</b> <ul style="list-style-type: none"> <li>○ SHRP-II</li> <li>○ TIM Plus</li> <li>○ NCHRP 03-94</li> <li>○ Proposal Concept (handout)</li> </ul>	<b>Various Members</b>
	<b>Member Events and Activities</b> <ul style="list-style-type: none"> <li>○ Review of related activities</li> <li>○ Highlight of FHWA Products (handout)</li> </ul>	<b>All Coalition Members</b>
	<b>Conclusion</b> <ul style="list-style-type: none"> <li>○ Review of major action items</li> <li>○ Summer meeting location/planning</li> </ul>	<b>John Corbin</b> <i>NTIMC Chair</i>
	<b>Adjourn</b>	

**Attendees**

Dave Bergner, **International Municipal Signal Association**  
Mike Brown; **International Association of Fire Chiefs**  
Harriet Cooley; **Towing and Recovery Association of America**  
John Corbin, **American Association of State Highway and Transportation Officials**  
Steve Cyra, **Institute of Transportation Engineers**  
Brett Graves, **Science Applications International Corporation**  
David Helman, **Federal Highway Administration**  
Bill Hinkle, **NTIMC Foundation**  
Tom Martin, **I-95 Corridor Coalition**  
Joel McCarroll, **American Association of State Highway and Transportation Officials**  
Nancy McNabb; **National Fire Protection Association**  
Ed Miltner, **Federal Highway Administration**  
Montara November, **Federal Highway Administration**  
Nancy Pollock, **Association of Public Safety Communications Officials**  
Manny Puentes, **ITS America**  
Greg Riddle; **Association of Public Safety Communications Officials**  
James Slattery, **National Association of Emergency Medical Technicians**  
Paul Sullivan, **Science Applications International Corporation**  
Todd Trego, **American Transportation Research Institute**  
Bill Troup; **U.S. Fire Administration**  
Scott Winston, **National Association for State EMS Officials**  
Kimberly Vásconez, **Federal Highway Administration**  
Mike Zezeski, **American Association of State Highway and Transportation Officials**