

National Traffic Incident Management Coalition Meeting Summary – September 30, 2009

Agenda (Appendix A)

List of Attendees (Appendix B)

FHWA Emergency Transportation Ops Team FY10 Unit Plan Activities (Appendix C)

Participants

Steve Austin
Dave Bergner
Rebecca Brewster
Mark Bush
Donna Clark
Harriet Cooley
John Corbin
Kelly Covington
Rich Cunard
Steve Cyra
Jim Goerke
Bill Hinkle
Paul Jodoin

Annjanette Kremer
Tom Martin
T.J. Nedrow
Nancy Pollock
Manny Puentes
Eric Rensel
Heather Rigdon
Jack Sullivan
Paul Sullivan
Marnie Suss
Bill Troup
Scott Winston

Welcome and Overview of Agenda

John Corbin (Coalition Chair)

Corbin welcomed all member representatives of the National Traffic Incident Management Coalition (NTIMC) and TIM Network observers to the meeting. Corbin reviewed the agenda and called for additional items that members would like to discuss.

Corbin reported that Congressman Ellsworth (D) from Southwestern Indiana is drafting legislation establish a roadside emergency worker safety grant program.

Corbin advised that NTIMC needs to coordinate with IACP so that they can participate in Coalition meetings. NTIMC leadership might want to organize a meeting with IACP to brief them on what the coalition is doing. Brewster offered to find out if any of her law enforcement contacts through other TIM activities are IACP members. The group agreed to put together a bullet point summary that outlines what occurred at this Coalition meeting to present at a meeting with IACP.

Action

- ✓ Develop a bullet point summary of NTIMC September meeting to present at a meeting with IACP.

Bylaws Review

Brett Graves

Graves reported that the vision, mission and goals were updated as well as the organizational chart and list of Coalition members. Members requested an appendix to the Bylaws that lists the current officers and representatives of member organizations.

There was a group discussion about other organizations that should be members and whether TSAG should be added to the list. Corbin suggested starting a target list of organizations to recruit as members.

Graves will update the Bylaws with group comments and then send out to voting members for approval. Approved Bylaws will be distributed at the next meeting. Corbin asked that the Bylaws are placed on the agenda once a year.

Subsequent to the meeting, a review of the Bylaws indicated that all voting is to take place in person at full Coalition meetings (Article V, Section 3). Pursuant to this language, changes to the Bylaws will be voted on at the next Coalition meeting.

Action

- ✓ Update Bylaws with recommended changes and distribute to Coalition members for review in advance of the next meeting.

Partner Coalition Updates

TSAG – Jim Goerke

- TSAG is conducting elections for the leadership team, which means the TSAG liaison to NTIMC might change.
- The October 1 TSAG agenda includes a review and update of the strategic plan, work plan, and Bylaws.
- The TSAG Case Study series includes operational lessons as well as a technological focus; NTIMC Members are welcome and encouraged to participate in development meetings.
- The most recent case study focused on the January 2008 motorcoach crash near Mexican Hat, Utah.
- The next case study will focus on Next Generation 911 (NG911); TSAG has been asked by RITA and NHTSA to develop logical next steps for USDOT support on continued development of NG911.
- NTIMC members are encouraged to share their case study ideas with TSAG.

Discussion

- The Winter Olympic Games in Vancouver, Canada was suggested as a potential future topic. (Cyra)
- AASHTO has also developed a response to the bus crash in Utah in partnership with FHWA. (Bush)

Action

- ✓ None

TIM Network – John Corbin

- TIM Network working groups will be discussed in detail later in the meeting.

Action

- ✓ None

NCUTCD – Jack Sullivan

- Sullivan reported that not a lot came out of the mid-year meeting that affects this group. The next meeting is scheduled for January 6-8, 2010 in Arlington.
- A lane designation recommendation is needed from NTIMC to present to the TTC committee in January. There currently is not consensus on lane designation anywhere across country. Jack
- The next edition of the MUTCD should be out at the end of the calendar year.

Action

- ✓ Develop a lane designation recommendation to present at the TTC Committee meeting in January.

NTIMC Foundation – Bill Hinkle and Donna Clark

- The Foundation grant making process has been emailed to members, with comments pending.
- The final draft of the operating procedures has been distributed for voting. Ballots are due back October 12.
- Will consider assembling a working group to discuss the solicitation of funds once the grant making process is adopted.
- Representatives are needed on the Foundation to represent law enforcement, emergency medical services, and the general public.

Action

- ✓ Contact Clark and Hinkle with suggestions for members to represent needed TIM Communities.

FHWA – Paul Jodoin

See Appendix C.

Action

- ✓ FHWA requested a NUG inventory update.

TSAG/NTIMC USDOT Executive Briefing

John Corbin

- Coalition and TSAG leadership along with AASHTO met with DOT executives on June 30, 2009 to discuss programs and progress to date.
- The purpose of the meeting was to reaffirm the mission, vision, purpose, and status of the Transportation Safety Advancement Group (TSAG) and the National Traffic Incident Management Coalition (NTIMC). Also discussed their 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.
- Executives were interested in continuing to meet and offered several areas of interest for the next meeting:

- Performance measurement and management; progress to date among State, regional, and local transportation agencies.
- Outreach to other offices within the Department of Transportation.
- How the Coalition fits in with the RITA's recently updated ITS Strategic Direction.
- Progress in addressing the NUG communication technology strategies.

Action

- ✓ Coalition support and leadership will coordinate a TSAG/NTIMC DOT Executive briefing for December 2009.

Partnership Development

Other Coalitions – Rebecca Brewster

- ⇒ *TIMTC* - Initial meeting of TIMTC (Trucking Industry Mobility and Technology Coalition) will be held in conjunction with the Trucking Association national meeting in Las Vegas. The meeting agenda is located at www.freightmobility.com. Membership is open to anyone. A follow-up webinar will be held with TIMTC membership to discuss what happened at the Las Vegas inaugural meeting.
- ⇒ *American for 911* – Pursuing stimulus money for broadband to connect EMS communications and 911 with TMCs and TOCs.
- ⇒ Next Generation Safety Consortium – Group would like to partner with the Fire Association on this issue. Would also like to partner with 511 organizations; this helps towards improving highway safety and reducing congestion. There is a group that might have been formed that brings all 911 groups together to reduce challenges with interoperable communications.

Action

- ✓ None

ITS America – Bill Hinkle

- Forums include (there are committees under each forum):
 - Sustainability
 - Crosscutting
 - Freight
 - Safety
 - Personal Mobility
- NTIMC would like to get involved in the public safety forum and cross-pollinate with TSAG. For now, NTIMC will pick-up the chairperson position (perhaps on an ex-officio status) on the Traffic Incident Management Committee. Over the long term, NTIMC will partner with TSAG on how to support these forums.
- Both the Safety and Personal Mobility Forums will be added to the partnership development section of the NTIMC agenda.

Action

- ✓ Determine the ITS America representative to NTIMC.

Communications and Training Working Group

Steve Cyra

- Planning is underway for the 2010 National TIM Conference. The FHWA Resource Center is prepared to offer assistance with webconferencing capabilities for this event.
- The National TIM Conference might be a good place to introduce the Foundation since there will not be a TIM event at TRB.
- Will be looking at various resources that Coalition is providing. Pull everything together and create a “library” where these resources will be available.

Action

- ✓ Provide a draft agenda for the TIM National Conference to Coalition members.

Practices and Procedures Working Group

Jack Sullivan

- Coalition needs to identify anything that needs to be added to the list of activities. Deliverables also need to be identified.
- What needs to be added:
 - Tabletop exercise for DSN & Admin. (consider adding local streets to the exercises)
 - Develop a TIM recommendation for lane designation to present to the TTC Committee during NCUTCD (determine the current practice and/or preference from State DOTs, toll facilities, State Police, etc.)
 - Technical review and comment of the TIM Handbook
 - Traffic Incident Response & Scene Management (a process framework; needs flexibility to account for urban vs. rural EMS)

During the Leadership Debriefing it was decided to remove the tabletop exercise. Another FHWA program is developing guidelines and/or ideas for development of table top exercises and indicated they would work with NTIMC on the results.

Action

- ✓ Survey various agencies and organizations about lane designation practices.

Research Working Group

SHRP-II – Rebecca Brewster

⇒ *Training & Certification*

- There is now a list of core competencies that emergency responders should be trained on.
- The focus group in August was on certification.
- There will be a certification model scan.
- Continuing on with development of a course that will be a 2 day train-the-trainer and within that course will be a 1 day practitioner course. There will be a pilot test in 2 states: Indiana (newer model state) and Georgia (experienced state). These courses will be held in May 2010.

Action

- ✓ None.

⇒ NCHRP 20-7

- Literature review and strawman research agenda will be developed over the winter.
- Conducting a workshop around March for those who have dealt with research in this area.

Action

- ✓ None

Review and Revise NTIMC Roadmap

All Coalition Members

- FHWA workshops need their own bar on the roadmap.
- Divide bars into colors by working group.

Action

- ✓ Update Roadmap to include FHWA workshops separately and assign one color to each working group.

Member Events and Activities

All Coalition Members

- CVVFA/ESRI –
 - * Recently signed a cooperative agreement with the US Fire Administration to develop an outreach document on Move Over laws.
 - * Received a grant through FEMA to produce an “essentials manual” based on changes to the MUTCD, Section 6I.
 - * Have an agreement in place with Ron Moore of FireHouse.com to develop a program on Highway Incident Management for Rural Roads; anticipate completion in December 2009.
 - * The National Firefighters Standards Counsel is convening a technical committee to develop standards for TIM.
- APWA – Recently presented NTIMC/NUG information to the APWA and IMSA.
- ITE – Planning sessions at the ITE Annual Meeting (August 8-11, Vancouver, BC) to focus on the Winter Olympics.
- I-95 Corridor Coalition – Funding a program to examine successful TIM Programs and Practices. We are seeing positive changes in Coalition States based on the Quick Clearance Workshops being deployed.
- TRAA – Developing a TIM Links website to capture all weblinks relevant to TIM on a National, Regional, State, and local level. Please provide any links to Harriet Cooley at towserver@aol.com.
- Amber Alert Symposium is Oct. 27 – 29.
- Distracted Driver Summit held Sept. 30 – Coalition should comment once the Summit proceedings and other materials become available on this topic.
- KC Scout having a TIM conference in Kansas City in November.
- AASHTO Annual Meeting is Oct. 22 – 26.
- TIMTC Annual Meeting is Oct. 6 – 7; the webinar date is pending.
- ITE Annual Conference is March 14 – 17.

Action

- ✓ Add ITE meetings to the shared calendar.
- ✓ Make the shared calendar an 18-month calendar.
- ✓ Send out the shared calendar and activity matrix to Coalition members mid-way between meetings.

Conclusion

- The next Coalition Meeting will be in March 2010 (avoid first Wednesday).
- The Leadership Debrief Meeting will be conducted on Thursday, October 8 at 1:00 p.m.

Adjourn

- The meeting was adjourned at 3:00

AGENDA

Time	Topic	Speaker
9:00 – 10:30	Welcome and Overview of Agenda	John Corbin <i>NTIMC Chair</i>
	Bylaws Review <ul style="list-style-type: none"> Officers and Roles 	Brett Graves <i>SAIC</i>
	Partner Coalition Updates <ul style="list-style-type: none"> TSAG Next Generation Safety Consortium NCUTCD NTIMC Foundation FHWA (handout) TIM Network 	Jim Goerke Jack Sullivan Tom Brahms Kim Vasconez
	TSAG/NTIMC USDOT Executive Briefing <ul style="list-style-type: none"> Summary and results (handout) Purpose and assignments prior to next briefing 	John Corbin <i>NTIMC Chair</i>
10:45 – 12:00	Partnership Development <ul style="list-style-type: none"> Law Enforcement other Public Safety Partners <ul style="list-style-type: none"> CVSA Other Coalitions <ul style="list-style-type: none"> Trucking Industry Mobility and Technology Coalition America for 911 ITS America 	John Corbin Rebecca Brewster Bill Hinkle
	Communications and Training Working Group <ul style="list-style-type: none"> 2010 National TIM Conference NTIMC Web-Based Resources & Strategy ITE TIM Committee National TIM Program Tracking “Wiki” site 	Steve Cyra <i>HNTB</i>
	Practices and Procedures Working Group <ul style="list-style-type: none"> Gaps Assessment 	Jack Sullivan <i>ESRI</i>
12:30 – 3:00	Research <ul style="list-style-type: none"> SHRP II – Reliability TCC <ul style="list-style-type: none"> Training and Certification 20-7 Project I-95 CC Practices project IntelliDrive 	Rebecca Brewster <i>ATRI</i>
	Review and Revise NTIMC Roadmap	All Coalition Members
	Member Events and Activities <ul style="list-style-type: none"> Shared Calendar Recent and Pending NTIMC Member Presentations <ul style="list-style-type: none"> IBTTA Roundtable 	All Coalition Members
	Conclusion <ul style="list-style-type: none"> Review of major action items USDOT Executive Briefing NTIMC/TSAG Meeting Winter meeting location/planning 	John Corbin <i>NTIMC Chair</i>
3:00	Adjourn	

Attendees – NOT COMPLETE

Steve Austin, **Cumberland Valley Volunteer Fireman’s Association**
Rebecca Brewster, **American Transportation Research Institute**
Dave Bergner, **International Municipal Signal Association**
Rebecca Brewster, **American Transportation Research Institute**
Mark Bush, **American Association of State Highway and Transportation Officials**
Marnie Suss, **National Fire Protection Agency**
Donna Clark, **American Traffic Safety Services Association**
Harriet Cooley, **Towing and Recovery Association of America**
John Corbin, **American Association of State Highway and Transportation Officials**
Kelly Covington, **American Traffic Safety Services Association**
Steve Cyra, **Institute of Transportation Engineers**
Jim Goerke, **National Emergency Number Association**
Brett Graves, **Science Applications International Corporation**
Bill Hinkle, **NTIMC Foundation**
Paul Jodoin, **Federal Highway Administration**
Tom Martin, **I-95 Corridor Coalition**
T.J. Nedrow, **National Volunteer Fire Council**
Nancy Pollock, **Association of Public Safety Communications Officials**
Manny Puentes, **ITS America**
Heather Rigdon, **Science Applications International Corporation**
Paul Sullivan, **Science Applications International Corporation**
Jack Sullivan, **Cumberland Valley Volunteer Firemen’s Association**
Scott Winston, **National Association for State EMS Officials**

**FHWA Office of Operations
Emergency Transportation Operations Team
FY 2010 Unit Plan Activities**

Appendix C

- Support NTIMC in promoting the NUG & FHWA NUG development objectives, including working groups and efforts to solicit contributions to new 401c organization to reduce FHWA funding.
- Partner with non-traditional partners and stakeholders, including TRAA, USFA, ATRI & Emergency Responder Safety Institute, on projects that will address NUG gaps.
- Assist NTIMC with a NUG conference to allow monitoring in remote locations.
- Conduct **TIM Practitioner Workshops** in top 10 metro areas in FY10 (15 in FY11 & 15 in FY12) in concert with the **TIM Practitioner Outreach** team.
- Continue work on **Safe Quick Clearance Practitioner Outreach and SQC Public Education Campaign** and Deliver products and message in top 40 metro areas and their States.
- Include NTIMC and NUG segment in other TIM training.
- Create NUG training module.
- 700 MHz spectrum re-banding – effort to insure transportation is included as a first responder.
- Complete and distribute revised **TIM Handbook & Best Practices in TIM** that will have NTIMC endorsement and consolidate all TIM guidance, products and tools into the **Best of Traffic Incident Management CD**.
- Establish a TIM Peer-to-Peer and Domestic Scan program & coordinate four exchanges by the end of FY10.
- FHWA staff to meet with Senior Decision makers (DOTs, State/local Law Enforcement officials & Public Safety officials) in the top 40 metro areas.
- Conduct 4 webinars to discuss various TIM topics.
- Develop FY09 TIM SA report & Conduct FY10 TIM Self-Assessment obtaining full participation of the top 75 metro areas and their States.
- Continue work on TIM Incident Performance Metrics--including Secondary Crash--**Adoption Campaign** (produce/publicize report on what is being used Nationwide & develop baseline data).
- Launch and populate TIM Performance Measurement Knowledge Sharing System, coordinate use with Incident Performance Measurements Adoption Campaign for housing baseline data.
- Conduct Research on the Cost/Benefits of Full-Function Safety/Service Patrols for DOTs to use during budget requests/defense, including the cost/benefit of 24/7 operations.
- Research and produce case studies on integration of CAD and other law enforcement or fire dispatch and communications systems into the TMCs/TOCs that demonstrate the benefit of such systems in reducing response time, lane closures, and the number of secondary accidents.
- Conduct Research to identify meaningful Performance Metrics to measure the reduction in congestion based on good PSE traffic planning & integrate measure into TIM & WZ Self-Assessments.
- Provide transportation guidance document for National Security Special Events.
- Assist with NCHRP project that will get underway is Debris Management.