



TIME Task Force Quarterly Meeting Minutes
Metro Atlanta Chamber of Commerce
August 2, 2005

Attendees*:

Anthony	Bradford	Georgia Department of Transportation	anthony.bradford@dot.state.ga.us
T.	Brooks	Cobb County Police Department	
Jim	Cook	Atlanta-Fulton County Emergency Management Agency	jim.cook@co.fulton.ga.us
Dee	Corson	Georgia Department of Transportation	d.corson@dot.state.ga.us
Jason	Crane	Georgia Department of Transportation	jason.crane@dot.state.ga.us
Bob	Dallas	Governor's Office of Highway Safety	rdallas@gohs.state.ga.us
Captain Herb	Emory		capth@bellsouth.net
James	Gordon	Georgia Department of Transportation	james.gordon@dot.state.ga.us
Bill	Gunter	Georgia Department of Transportation	bill.gunter@dot.state.ga.us
Mike	Hendon	URS Corporation	mike_hendon@urscorp.com
Steve	Henry	Georgia Department of Transportation	Steve.henry@dot.state.ga.us
H. Daniel	Hester	Georgia Department of Transportation	daniel.hester@dot.state.ga.us
Rory	Howe	Roswell Police Department	rhowe@ci.roswell.ga.us
P.	Jones	Cobb County Police Department	
Monica	Luck	Georgia Department of Transportation	Monica.Luck@dot.state.ga.us
Christine	Macaulay	PB Farradyne	macaulay@pbworld.com
John	Maloney	City of Alpharetta	jmaloney@alpharetta.ga.us
Brad	Mann	Georgia Department of Transportation	brad.mann@dot.state.ga.us
Caroline	Marshall	Atlanta Regional Commission (ARC)	cmarshall@atlantaregional.com
Art	Mehring	Total Traffic	artmehring@clearchannel.com
Gary	Millsaps	GDOT/HERO	gary.millsaps@dot.state.ga.us
Tony	Papoutsis	Roswell Fire Department	tpapoutsis@ci.roswell.ga.us
Brian	Pilger	Metro Atlanta Chamber of Commerce	bpilger@macoc.com
Crystal	Pough	Georgia Department of Transportation	Crystal.Pough@dot.state.ga.us
Bob	Sabb	GDOT/HERO	bob.sabb@dot.state.ga.us
Stan	Savage	City of Atlanta Police Department	ssavage@atlantapd.org
John	Seibert	CH2MHILL	jack.seibert@ch2m.com
Mshadoni	Smith	Federal Highway Administration	Mshadoni.Smith@fhwa.dot.gov
David	Studstill	Georgia Department of Transportation	david.studstill@dot.state.ga.us
Wayne	Thaxton	Gwinnett County Police Department	wayne.thaxton@gwinnettcounty.com
Marion	Waters	Gresham Smith and Partners	marion_waters@gspnet.com
Cheryl	White	Total Traffic Network	
Gena	Wilder	GRTA	gwilder@grta.org
Marcus	Wittich	NET	mwittich@nateng.com
Marvin	Woodward	Georgia Regional Transportation Authority	mwoodward@grta.org

*There were more people in attendance at this meeting, unfortunately not everyone signed in.

1. Welcome: Sam Williams, Metro Atlanta Chamber of Commerce President

Mr. Williams welcomed everyone to Metro Atlanta and mentioned the near-by attractions in the area, including the soon-to-open Atlanta Aquarium. The biggest complaints the Chamber of Commerce hears when trying to get new companies to the city is (1) traffic/congestion and (2) public schools. An opinion poll including 1200 registered voters illustrated that 70% of Atlantans plan their days around traffic congestion. Mr. Williams encouraged the Task Force to continue its efforts in improving congestion. The business community and the Chamber are very strong advocates of the TIME Task Force. The Task Force was encouraged to reach out to the Chamber in times of needed support. Mr. Williams also recognized the excellent work of the Highway Emergency Response Operators (HERO).

2. Introductions: Gary Millsaps, Highway Emergency Response Operators (HERO)

There were a few new members in attendance at the Quarterly Meeting. Mr. Millsaps welcomed the new faces, briefly discussed the benefits and goals of the TIME Task Force, and initiated self-introductions among the group.

Goals of TIME

- Increase public awareness of regional incident management.
- Develop/deliver common training for incident responders.
- Coordinate, communicate, and cooperate between different agencies in the region.

Mission of TIME

Develop and sustain a region-wide incident management program to facilitate the safest and fastest roadway clearance, lessening the impact on emergency responders and the motoring public.

Purpose of TIME

- To continue the dialogue on ways to improve inter-agency coordination and cooperation.
- To create an opportunity for multi-agency training this promotes teamwork.
- To serve as a platform for participants to develop common operational strategies and a better understanding of other agencies' roles and responsibilities.

TIME Task Force Contact Information

Web site: <http://www.dot.state.ga.us/specialsubjects/time/index.shtml>

Phone: (404) 635-TIME (8463)

Email: time@dot.state.ga.us

3. Activity Updates: TIME Task Force Committee Members

Various committee members reported on the recent activities of the Task Force.

- TIME Self Assessment Results

The Federal Highway Administration (FHWA) conducted the TIME Self-Assessment on June 21, 2005. The Self-Assessment identified the challenges and advances made in the last two years by the Task

Force. Several categories were assessed in the following three fields: Program and Institutional Issues, Operational Issues, and Communication and Technology.

The results of the assessment showed a significant improvement in the past two years with an overall score increase from 41.2% (2003) to 60.7% (2005). This evaluation will continue throughout the years. If you would like a copy of the assessment questions or results, please contact Mshadoni Smith (Mshadoni.Smith@fhwa.dot.gov).

- Emergency Management Agency luncheon held on July 21, 2005

The TIME Task Force hosted the Emergency Management Agency of Georgia (EMAG) luncheon held at the TMC on July 21, 2005. Several topics were discussed including: Overview of GDOT Traffic Operations and ITS, NaviGator Web Demo, TIME overview, HERO Operations, Emergency Transportation Operations, and crosscutting initiatives. The luncheon ended with a tour of the TMC Operations Center.

The EMA also discussed new software capable of crating a two-way flow of information.

Q: Is this the same software used by GEMA?

A: No, this is different software.

- Incident Management Handbook

The Operations Committee has developed a draft incident management handbook which includes: Information on local Traffic Incident Management (TIM) teams throughout Georgia, generic Incident Management training, TIME Opens Roads Policy, Staging Vehicles, and the Metro Atlanta Incident Management Directory. In addition, Cobb County has helped put a training class together with post certification.

An incident management handbook was initially developed by ARC during the Olympics, the TIME handbook is intended to update this handbook and include a MUTCD section on “Temporary Traffic Control.” This section is the “how to” section, as opposed to the “why” section, implement proper traffic control techniques. This handbook was created generically with the intention of each agency incorporating their procedures which may be unique to each jurisdiction.

Q: Is this handbook coordinated with NIMS?

A: Yes, it explains “how to” properly implement traffic control.

This handbook incorporates 2 ½ years of discussion and ideas amongst the TIME Task Force. This handbook formally documents the standards by which Task Force members have been operating and will provide a starting point for more detailed and formal procedures.

- 90 Minute Clearance Goals

The TIME Task Force has adopted a 90 minute clearance goal, which is in coordination with the National standard. However, the Task Force realizes there are several challenges associated with meeting this goal, such as:

1. Heavy Recovery: Towing standards need to be developed for commercial vehicles. TIME and TRAG have been working together to encourage towing and recovery operators to get more specialized training. TIME would like to see mandatory training for various skill sets to improve the knowledge of which equipment and/or personnel is needed on an accident scene prior to arrival.
2. Removal of Vehicles: A challenge faced by many towing and recovery operations is the liability problems associated with removing vehicles from the roadway. If the DOT damages a vehicle during removal, the Department will not be held liable by insurance companies if further damage is caused during the actual removal. However, if a wrecker service causes damage removing a vehicle that company will be held liable for damages regardless of negligence. The Task Force would like a legislative change allowing wrecker companies no liability when removing vehicles under the direction of law enforcement or the DOT.
3. Medical Examiners: The on-scene response time of MEs is often a challenge meeting clearance goals.
4. Equipment for officers: Often times law enforcement agencies do not have needed equipment available during incidents. Needed equipment consists of cones, front end loaders, etc. Perhaps a solution would be GDOT developing contracts for equipment.

Mr. Steve Henry (GDOT Operations Division Director) and Mr. David Studstill (GDOT Chief Engineer) spoke of the Governor's interest in Incident Management. The Governor wants to see more Incident Management efforts to reduce congestion. The GDOT and the Governor's Office asked the TIME Task Force if legislative changes were needed to improve the challenges associated with quick clearance times. Mr. Henry asked the TIME Task Force to comprise a list of challenges faced by law enforcement agencies because the Governor is very interested in getting incidents out of the roadway in a safe manner. A preliminary list of challenges were listed above; however, each task force member is encouraged to provide Christine Macaulay (macaulay@pbworld.com) a list of challenges faced by each agency in meeting clearance goals. The TIME Task has a great opportunity to get involved in legislative changes needed to improve incident management on our roadways. The Task Force will consolidate all responses and present these to GDOT. In turn, GDOT will present the overall package of recommended changes at the TIME Annual Conference.

Mr. Henry also discussed current initiatives to improve incident management including:

- Georgia's Move Over Law: Georgia's Move-Over Law says drivers must move-over for emergency vehicles stopped on the side of the highway. The law is meant to keep officers and traffic violators safe from crashes with passing cars. For more information on Georgia's Move Over Law log onto the Governor's Office of Highway Safety Web site: <http://www.gohs.state.ga.us/main.html>.
- GDOT is developing three additional interstate signs with the following messages:
 - Slow moving traffic must stay in right lane
 - Vehicles must move to the adjacent lane when a blue light vehicle is present
 - Clear the roadway after accident

- Traffic Incident Management (TIM) Teams

TIM Teams will be established in local jurisdictions and consist of members of local emergency service agencies, who work together on a daily basis. TIM Teams will ultimately improve the effectiveness of the TIME Task Force by addressing operational problems and developing strategies at the local levels and then sharing their ideas and experiences at the regional level. This sharing of information and ideas between the TIME Task Force and TIM Teams will assist the organization in reaching our goal of enhancing traffic incident management.

TIM Teams currently exist in both Roswell and Gwinnett. Roswell held a TIM Team meeting on Thursday, July 7, 2005 and Gwinnett's next TIM meeting will occur on Friday, August 12, 2005

4. Re-routing Traffic with Media Help: Art Mehring, Total Traffic and Captain Herb, Metro Networks

Captain Herb stated there are traffic problems in Atlanta, but the media has made great improvements in obtaining information. Information is obtained through police radios, scanners, reliable contacts, etc. Some jurisdictions provide more public information than others, but unfortunately there is no set procedure for obtaining information. Sometimes media will hear of incidents on the radios and then call dispatching to confirm incidents; however, often times dispatch centers are not aware of the incidents or it is nearly impossible for media representatives to get through to the centers. Media is asking for help in coordinating with various local 911 centers. Can agencies coordinate with their local dispatching center and stress the importance of relaying information to the public?

Art Mehring discussed the challenges associated with providing alternate route information. Often times Art will logon to mapquest.com to determine alternate route information. He would like assistance from local jurisdictions in providing diversion routes. His primary concerns are how many lanes are blocked, how long will these lanes be blocked, and where should motorists be rerouted? Cheryl White (Total Traffic Network) again stressed the importance of providing detour information to the public.

5. TIME By-Laws and Nominations: Christine Macaulay, PBF

One of the Task Force Goals for 2005 was to formalize the organizational structure of TIME. With this in mind, TIME officially adopted by-laws which can be viewed on the Web site at <http://www.dot.state.ga.us/specialsubjects/time/index.shtml>. In addition, the Task Force accepted nominations for the TIME Board of Directors, which consists of the TIME Officers (President, Vice President, Secretary, Treasurer and Alternate Member) and a chairperson for the Operations, Program and Institutional Issues, Communications and Planning committees. Task Force members nominated the following people for each position:

PRESIDENT

Gary Millsaps, GDOT/HERO

VICE PRESIDENT

Rory Howe, Roswell Police Department

TREASURER

Christine Macaulay, PB Farradyne
Mshadoni Smith, FHWA

SECRETARY

Christine Macaulay, PB Farradyne
Dee Corson, GDOT

ALTERNATE MEMBER

Marion Waters, GS&P
Jack Seibert, CH2M Hill
Bob Dallas, GOHS

Operations Committee

Mike Hendon, URS Corporation
Larry Seabolt, Remtech Engineers

Program & Institutional Issues
Carla Holmes, GDOT

Communications Committee

Monica Luck, GDOT
Major Savage, Atlanta Police Department

Planning Committee

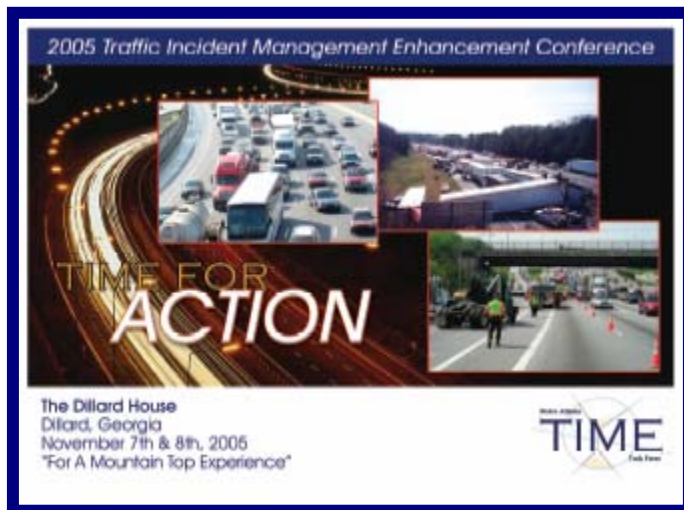
Christine Macaulay, PB Farradyne

Votes are now being accepted for each position. Please go online to the TIME Web site and fill out your ballot for the TIME Board of Directors. Votes will be accepted until October 1, 2005.

6. NaviGator Web: Marcus Wittich, NET

NaviGator Web is a web service framework created as an effective means to transfer transportation data among agencies with different legacy systems. The concepts encompassed by the NaviGator Web Program will enable GDOT to realize the original vision for "NaviGator" under an accelerated schedule and at significantly lower costs than previously possible. The service allows for universal NaviGator participation to any transportation stakeholder or agency with access to the internet. The site provides access to NaviGator software functionality through an Application Service hosted by GDOT via a userid and password. Users will have the benefit of NaviGator, such as viewing cameras, reporting incidents, changing signs, creating messages and sharing information, without having to maintain any hardware or software. Internet access to NaviGator functionality is now available for agencies outside of GDOT by the application of internet based technologies. Agencies can apply for web access to NaviGator by contacting James Gordon (james.gordon@dot.state.ga.us or (404) 635-8061).

7. TIME Incident Management Conference: Christine Macaulay, PBF



Please join concerned transportation incident responders throughout the state of Georgia at the TIME Annual Conference to discuss important issues to facilitate the safest and fastest roadway clearance of incidents.

HOTEL INFORMATION

Please make your reservations before October 1st by contacting the hotel directly and asking for the "TIME Task Force" room block at 706-746-5348 or 800-541-0671. Room rates range from \$59-\$129.

REGISTRATION

Early registration is \$35. After September 1st, registration is \$45.

Traffic Incident Management Enhancement Task Force (TIME)
404-635-TIME (8463)
www.dot.state.ga.us/specialsubjects/time/index.shtml

PROGRAM HIGHLIGHTS

- ❖ Traffic Incident Management 101
- ❖ Hands-On Roll Over Demonstration
- ❖ Local Traffic Incident Management (TIM) Team
- ❖ Funding Opportunities
- ❖ Emergency Transportation Operations
- ❖ Incident Management Technology
- ❖ Radio Communications
- ❖ I-95 Corridor Coalition

SPECIAL EVENTS & SOCIAL ACTIVITIES

The TIME Saver Awards Reception and Dinner will be held Monday evening. Social activities will include golf outings, horse back riding, hayrides, bon fires and more!

For program updates and registrations forms visit the TIME Web site:

<http://www.dot.state.ga.us/specialsubjects/time/index.shtml>