

## **TRAFFIC INCIDENT MANAGEMENT FOR THE BALTIMORE REGION (TIMBR)**

December 7, 2016

SHA State Highway Administration SOC Training Room

10 A.M. to 12 P.M.

### **MINUTES**

The meeting was called to order at 10:00 AM by Chris Letnaunchyn.

#### **Handout: Agenda and Meeting Presentation**

#### **1. REVIEW OF MINUTES**

There no comments on the September 7, 2016, minutes.

#### **2. FOLLOW UP FROM TRAFFIC INCIDENT MANAGEMENT (TIM) SELF-ASSESSMENT**

In September, the group performed the Federal Highway Administration (FHWA) Traffic Incident Management (TIM) Self-Assessment (SA). The TIM SA provides a way for the group to assess the region's TIM program, with the goal of identifying areas in which the group is doing well and areas that may need improvement.

Based on the TIM SA results, four areas stood out where we could prioritize our efforts:

1. Secondary Crashes
2. Outreach
3. Needs Assessment
4. After Action Reports

#### **Secondary Crashes**

Currently CHART is working to get the secondary crash check box on the Maryland Automated Crash Reporting System (ACRS) Crash report form, but more education is needed on identifying secondary crashes before the item will be placed on the form. It was noted that CHART tries to identify secondary crashes in CHART reports.

The committee that oversees what is put on the form for tracking is in the process of updating the form, and they had questions about the definition of secondary crashes. It was noted that Model Minimum Uniform Crash Criteria (MMUCC) might help in defining secondary crashes.

ACRS is relatively new and the Maryland Highway Safety Office (MHSO) is focusing on training all Police agencies on using the system. MHSO is creating a position for an ACRS trainer. The benefit to the system is that there is one crash reporting system for the entire state so tracking and analyzing traffic incident statistics can be more streamlined.

It was noted that there is a short form for the crash report. The short form is a subset of information on the entire form. It would be beneficial if the secondary crashes checkbox was part of this form as well.

Howard County has a short crash report called a Patrol Accident Track (PAT), which is used to collect limited crash data, such as location, weather, and time of day, for non-recordable crashes.

Tennessee made reducing lane closure time and secondary incidents a performance measure, which lead to recording lane closures and secondary crashes. Since introducing the performance measures, Tennessee has experienced a 30% reduction in fatal incidents.

CHART will lead the effort of getting secondary incidents on the form with Scott Yinger reporting the status of the effort at the TIMBR meetings and getting assistance from the TIM committee.

### Outreach

On the question "Are all disciplines and agencies participating in on-going activities/efforts?" the committee gave a score of 3 out of 4 because more agencies in the region need to participate. FHWA guideline to progress to a score of 4 is that we conduct one on one meetings with all agencies and organizations that are not currently participating in TIM enhancement activities.

Eileen will take the lead on the effort; however, she will be asking committee members for assistance with setting up meetings in their jurisdictions and/or with agencies that are similar to their agency.

It was suggested that the SHA District Traffic Teams meet with the locals and might be a way to reach out to various agencies that are involved with traffic concerns. In addition, the TIM training can also be used to inform agencies of the TIMBR Committee and its benefits.

### Needs Assessment

What are the needs of the local jurisdictions other than training? It was noted that the training can be used to identify where the gaps are and what can be done. Once needs are identified they can be prioritized.

### After Action Reports (AAR)

Suggested actions on the TIM SA form to raise the score on this item are: conduct AARs on a routine basis, establish criteria/thresholds for conducting AARs, and develop a standard form for documenting results of AARs. The questions posed are:

- What can we do to increase the frequency of AARs?

- Is there a way to do virtual AARs/Lessons Learned?

CHART has started doing AARs more often. CHART is starting small and will build what is included in the report. CHART is in the process of establishing a format before involving more disciplines.

User delay cost in the AARs is a good idea and they are looking to use RITIS information to provide the information. It was noted that the user delay cost may get more recognition from outside sources but safety is still the first concern when managing an incident.

The challenge for the committee is to get more people involved in the AARs. The more people involved, the more perspectives are included, which helps better identify areas that need improvement.

### **3. NEXT STEPS FROM THE TIM CONFERENCE**

Eileen Singleton noted that the TIM Conference was held on April 20, 2016, at the Maritime Institute. There is approximately \$20,000 of funds remaining that will be used to follow up on the TIM theme. The TIM Conference Planning Committee identified several next steps:

1. Track progress by county and discipline and identify areas (geographic or discipline) needing attention
2. Track activity by TIM trainers
3. Develop resources to support TIM trainers and ensure that the trainers know how to locate the materials
4. Hold regional forums around the state for TIM trainers to motivate and engage them

CHART is working on a task to look at the training data collected, which will provide answers to Steps 1 and 2.

Meetings for the trainers to talk about what works and does not work for training will also be held. These meetings can also help identify resources that TIM trainers may need.

### **3. DISCUSSION ON THE COST OF INCIDENTS**

A draft of "How Much Does a Collision like This Cost?", which was a picture of a large crash and a call out for the cost of the various items involved in a collision, was distributed. It was noted that the costs are old so may not be accurate. CHART is in the process of updating the costs on the diagram and may reach out other agencies to provide updated information.

The committee felt that the cost per min/hour would be more helpful. The committee would also like to see user delay cost. The committee also had questions on what the cost included. It was mentioned that only consumable costs should be shown, i.e., the cost to operate but not own the equipment. There was a suggestion to also show "what is the moral of the story" on the cost figure.

When more information is collected, CHART can present the information and provide more details on how the costs were determined.

#### **4. UPDATES**

##### **TIM MEMORANDUM OF UNDERSTANDING**

Eileen Singleton noted that SHA is continuing to promote the TIM MOU and is continuing to get signatories to the document. Professional associations, such as MD Fire Chiefs and Police Chiefs, have signed resolutions that support the MOU.

The MOU is a conceptual document that does not require resources or statistical follow up. The MOU identifies the roles of the different agencies involved with responding to traffic incidents and also provides guidelines on coordinating all the agencies so that all agencies are working safely and efficiently.

CHART staff are continuing to provide information at various meetings and conferences.

##### **TIM TRAINING UPDATE**

To date, 18.8% of the incident responders in Maryland have taken the SHRP 2 TIM training Class. TIM training is not mandated so it is hard to get everyone trained; CHART and jurisdictions continue to offer TIM training to all incident responders.

CHART continues to offer the TIM training opportunities for all incident responders. Contact Pat Rooney, SHA Training and Certification Manager ([prooney@sha.state.md.us](mailto:prooney@sha.state.md.us)) for more information. In addition, upcoming. In addition to the training, CHART is tracking the academies that are providing the TIM training. CHART will also initiate a task to analyze the data of who is being trained so that future efforts can target geographic areas and disciplines that are below average in the number of incident responders trained.

Anne Arundel County Fire Academy includes the TIM Training and training is being provided to the volunteers. TIM training is being offered on weekends and nights; it is sometimes difficult to get volunteers to participate since it is not a mandatory class.

Baltimore City has had several TIM classes with a focus on the Police Northern District, Traffic Division, medallion towers, and fire department.

Baltimore County has had several TIM classes. They are focused on training all incident responders. They have been heavily advertising the class to towers in the Baltimore area.

Harford County also provides classes on various days and times; they found that Monday nights often have the highest attendance rates.

Howard County is including the TIM training in the Police Academy and will log the classes into the FHWA system. The county has already trained several different agencies (e.g., parks and recreation, road supervisors, etc.).

TIM training will also be offered at the Maryland Institute for Emergency Medical Services Systems (MIEMSS) conference in January and the Delmarva Safety Committee.

If you are a Trainer and can help set up a TIM class, please contact Pat Rooney.

## **DISCUSSION OF RECENT AND UPCOMING EVENTS**

There was a successful media event organized by CHART staff to highlight TIM Awareness Week. The event showed the media how multiple states and multiple agencies work together to respond to an incident. The event was well attended and was broadcasted on WTOP and its affiliates.

Howard County Police will be focusing on educating drivers about the Move Over Law in March, calling it "Move Over March."

There was a comment that it seems that there has been an increase in crashes involving commercial vehicles. There was a suggestion to see if crash statistics show this trend.

Upcoming events that may affect traffic:

- MGM in National harbor is opening this week and crowds are expected.
- The Army Navy game is also this weekend and the president elect will be at the game.
- Presidential Inauguration is Friday January 20, 2017.

## **4. OTHER BUSINESS**

The next meeting will be held on March 1, 2016, at the SOC in Hanover Maryland; subsequent to the December meeting, the meeting was changed to be an all-day TIM workshop on business practices. The meetings will be held quarterly, on the first Wednesday of the Month. Below is the tentative 2017 Meeting Schedule:

- June 7, 2017 – SOC (may need to be moved)
- September 6, 2017 - TBD
- December 6, 2016 - TBD

The meeting adjourned at 12 P.M.

### ***Members***

T.J. Bathras – Maryland Transportation Authority

Jack Beall – Anne Arundel County Fire

Nick Bingham – Howard County Police

Norvel Cooksey - State Highway Administration – CHART

Mark Crump – Baltimore County Police

Bill Fox – Baltimore County Department of Public Works

Breck Jeffers – Federal Highway Administration, Maryland Div

Bill Johnson – State Highway Administration – OOM

Tanya King – Daniel Consultants, Inc.

Brian Lawrence – Maryland Transportation Authority Police  
Chris Letnaunchyn – Carroll County Department of Public Works, Bureau of Eng.  
Andrew Meese – Metropolitan Washington Council of Governments  
Roxane Mukai – Maryland Transportation Authority  
Pat Rooney – State Highway Administration – CHART  
Raj Sharma – Baltimore City Department of Transportation  
Scott Yinger – State Highway Administration – CHART

***Staff***

Eileen Singleton – Baltimore Metropolitan Council