



**Governor's Traffic Safety Advisory Commission
 Michigan Traffic Incident Management (TIM) Action Team
 Meeting Minutes
 June 10, 2014
 9:30 AM
 MDOT Horatio Earle Learning Center**

Attendance	
Name	Agency
Terry Adams	Adam's Towing
Oladayo Akinyemi	Michigan Department of Transportation
Allan Avery	Michigan State Police
Karen Chadwick	Grand Rapids Police Department/APCO
Jamie Dolan	Michigan State Police/Office of Highway Safety Planning
Jason Firman	Michigan Department of Transportation
James Flegel	Michigan State Police
Carl Hein	Southeast Michigan Association of Fire Chiefs
Morris Hoevel	Federal Highway Administration
Angie Kremer	Michigan Department of Transportation
Kevin Lucidi	Michigan State Police
Dawn Miller	Michigan Department of Transportation
Tom Melville	Boone County Sheriff Department/Indiana State Police - retired
George Morehouse	Southeastern Michigan Association of Fire Chiefs
Lyn Nelson	Marquette Alger Co EMS Med Control Authority, MGH Police & Fire
Tim Robbins	Arenac County Sheriff
Tom Schmiedeknecht	Pro Med
Craig Shackelford	Bloomfield Township Police Department
Heidi Spangler	Michigan Department of Transportation

Agenda Item: Regional Integrated Transportation Information System (RITIS)
<p>Discussion:</p> <ul style="list-style-type: none"> • Jason Firman (MDOT) presented information about RITIS including types of probe data collected and examples of data usage • RITIS website allows users to access real time data feeds, real time website and data archives from 2009 to present • MDOT using RITIS to cover all freeways and some non-freeways • RITIS used to produce congestion scans and reports including information regarding : transportation operations center communications, arrival and departure times for on scene first responders, lane closure information, and sign messages displayed to motorists • RITIS also used to evaluate bottlenecks and user delay costs on roadways • RITIS can be used to receive personal traffic alerts for incidents • Must request access to RITIS account at www.ritis.org and sign disclosure agreement; then need email and password to login.
Action: Any difficulties or questions, contact Jason Firman at firmanj@michigan.gov

Agenda Item: SHRP2 Train-the-Trainer(TtT) Program in Michigan & Mi-TIME**Discussion:**

- First Mi-TIME Train-the-Trainer training was completed May 28-29, 2014 with 71 graduates.
- Take home kits were distributed at course completion to all trainer graduates. The kits contained materials for tabletop exercises, binders holding the 4-hour trainer guide, handouts for duplication and Part 6 of the Michigan Manual on Uniform Traffic Control Devices (MMUTCD).
- Challenge coins are being minted to present to Mi-TIME trainer graduates. Design of coin includes graphics representing law enforcement, fire, towing, EMS and transportation. The coins are being purchased with MDOT training funds. Each trainer graduate will also be presented with 3-4 additional challenge coins to present to Mi-TIME Train-the-Trainer champions.
- Angie sent link to sharepoint site to all Mi-TIME trainers. Sharepoint site contains access for trainers to all course flyers, sign-in sheets, folders, documents, materials, certificates, handouts and resource manuals needed to hold Mi-TIME training
- Training videos can currently only be downloaded from sharepoint but working on ability to view video in sharepoint.
- Mi-TIME Regional Training Coordinators will work with other trainers to facilitate completion of 16 hour training commitment. Gilbert Solis is Regional Training Coordinator for Metro Region. Still need training coordinators for other regions.
- Mi-TIME trainings initiated by requesting a training from the Mi-TIME website or responding to posted trainings on the calendar on the Mi-TIME website. Trainers will also have to initiate training by themselves too.
- Second Mi-TIME Train-the-Trainer course is scheduled for September 24-25, 2014 in southeast Michigan at Wayne College Community College District. Currently, have received 11 applications for this training. Seeking additional applications for this training.
- Third Mi-TIME Train-the-Trainer course is scheduled for October 24-25, 2014 in Traverse City, MI at the Michigan Fire Service Instructors Conference. Training will take place Friday morning for a half day and all day Saturday.

Action:

Angie will populate Mi-TIME website with events.

Angie will post agendas for TIM Action Team meetings on the Mi-TIME website.

Angie will add the following items to the training request form: "length of Mi-TIME training requested" and "more details about type of training requested".

Angie will add the following items to the Mi-TIME website: expected costs to agencies hosting training (lunch for attendees, reproduction costs for student materials, etc.), separate information regarding course logistics (meeting space room size, number of tables needed for tabletop exercises, etc.), FAQ sheet.

Promote application submittals for Train-the-Trainer training in southeast Michigan September 24-25, 2014.

Assure MFSIA conference training includes more than one discipline. Development of Mi-TIME website to list trainings requested and post scheduled trainings. Schedule remaining Train-the-Trainer session for 2015.

Agenda Item: ITS World Congress September 7-11, 2014 at Cobo Hall Detroit, MI**Discussion:**

- Emergency Responder Day, September 9, 2014 – Angie Kremer, Co-Chair
- Traffic Incident Management on Belle Isle- PM session will showcase a mock traffic incident to demonstrate traffic incident management first hand to ITS/Transportation people and show first responders the ITS equipment of now and the future.
- Free admission to any first responders in uniform or credentials on Emergency Responder Day.
- ITS attendees have opportunity to ask questions and learn about TIM

Action:

Submit suggested activities to be planned for Emergency Responder Day. Contact Angie Kremer for information and ideas regarding Emergency Responder Day activities.

Future Meeting Dates

Next meeting at MDOT Horatio Earle Learning Center on August 1, 2014 from 9:30-11:30 a.m.