



Road Ranger Safety Meeting 10/19/2022

Metric Engineering on behalf of FDOT District 2

ROAD RANGER SAFETY/TRAINING MEETING AGENDA



ROAD RANGER SAFETY MEETING AGENDA

October 19th, 2022

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|-------------------------------------------------|------------------------------------------------|
| 1. FIRST COAST ROAD RANGERS PRESENTATION | Scott Christmas |
| 2. FDOT ITS Operations | Dee Dee Crews |
| A. MOT General Discussion | |
| B. Safety | |
| C. Procedural Errors | |
| D. Road Ranger Operations Interaction | |
| a. Communication | |
| b. Dispatch | |
| c. Event Information | |
| E. Phone / Tablet Issues | |
| F. Safe Tows | |
| 3. AVL | Shelby Mullins/Dee Dee Crews |
| A. Breaks/ Shift Changes | |
| B. Inspections | |
| 4. RTMC SUPERVISOR CONCERNS | Amanda Nichols |
| A. Radio Issues | |
| 5. ROAD RANGER OPERATOR QUESTIONS | |
| 6. ACTION ITEMS | |
| 7. FINAL COMMENTS | FDOT/ 1st Coast Road Rangers |

- Scotty opened meeting by doing introductions
- Scotty went over the topics that will be discussed in the meeting
- Scotty discussed Hurricane Ian and lessons learned
 - 14 days before the storm, will start preparing in the future
 - Pay rate will be different in the future for hurricanes
 - Asked if anyone has questions, comments
 - Advised everyone did good with the hurricane, all shifts were covered with no call outs
- Scotty advised things to do while driving
 - Drive in the right lane 5 mph below the speed limit
 - Look 3 times before changing lanes
 - Do not tailgate vehicles
 - Use plenty of space to get up to speed when merging into traffic
 - Do not stop quickly to get to an event. Go to next exit to turn around
 - Do not use official turn arounds
- Scotty advised first thing you should do when pulling up to an event is create the event
- Scotty advised put sign board down before getting back on the road
 - Arrow boards only rated for 30 MPH
- Scotty advised on fuel events be sure to give dispatch the tag before giving vehicles fuel
- If you are on a 24-hour route, you do not need an overtime code
 - Route 15 is now a 24-hour route so you do not need an over time code when on that route
- Scotty advised hygiene is good, uniforms are clean.
 - If you need anything, make a list
 - If uniforms need to be changed out, put them on top of the box not in the box
- Scotty discussed chain of command with other companies and other employees

- Do not talk about other employees or companies especially on social media
- Scotty advised never take pictures of events
 - Do not discuss or talk to anyone but law enforcement at the scene of a crash
- Road Rangers can legally use the Law Enforcement turn around or e-lane however, you are still responsible if anything happens while doing so
 - Showed a picture of a road ranger involved crash
- Scotty advised there are no procedural errors for the month
- Scotty advised there was only one break time error however, it was during Hurricane Ian
 - No breaks between 7a-9a and 3p-7p, unless an emergency
 - Shift changes should be done in 5 minutes
- Scotty advised do not call off shift before shift is over
 - No issues
- Scotty went over a few good MOT pictures
 - Do not pick up cones from out of the roadway before moving truck out of the lane of travel
- Scotty went over Road Ranger involved crash pictures
 - How to avoid crashes and pay attention to surroundings
 - Never turn your back to traffic
 - Never sit in the trucks, always stand outside watching traffic
 - Do not get complacent
- Scotty advised all 15 cones should be placed out on all events
 - If TMC is busy, do not sit for a long period of time waiting for a red tag. Get it on the next loop
- Scotty advised do not get in a hurry
 - Place cones out quickly but safely
 - Pick up cones quickly but safely
- Scotty asked if there are any issues with vendors?

- Scotty advised if MOT goes on scene, do not pick cones up until they put their cones down
 - Maintenance does not do E-Lane closures
 - Do not change cones with other vendors
- Scotty reminded all Road Rangers to keep red tags in trucks
 - State Farm logos are coming off the trucks
 - Make sure to have plenty of comment cards
- Scotty advised there is still a month and a half of hurricane season left
 - Stay prepared with a bag ready
 - Food for 3 days
 - Put safe keeping stuff in a ziplock bag
- Scotty went over general safety and chain of command on an event
 - Do not let other vendors/agencies move your cones
 - If someone tells you not to put cones out, explain to dispatch the situation and leave the scene.
- Scotty reminded Road Rangers about cell phone usage
 - If you need to look at your phone, pull over
 - Do not be on your phone while driving
- Scotty reminded Road Rangers that we do not accept tips
 - No matter circumstance do not accept tip.
 - Automatic termination
- If there is a vehicle issue, you can not recommend any vendor to motorist
 - You can help them look for local companies and assist them on the phone. But you can not recommend or suggest any company
- Scotty reminded Road Rangers all stops must be called in, all cones out and sign boards up on all events
 - You can not assist someone in a parking lot with gas

- If an elderly person or someone with a small child has a flat in a parking lot, ask TMC for approval to assist first
- Scotty reminded Road Rangers to never run after hats that blow off into traffic
- Scotty reminded all Road Rangers to take inventory before they leave the yard
 - If anything is missing and you leave the yard it becomes your responsibility
 - Keep trucks cleaned
 - Wipe inside of the trucks down
 - Wash trucks at every shift
- Scotty went over Chain of Command in Jacksonville for the Road Rangers
- Be sure to keep up with CPR certifications and DL expirations
- Scotty concluded the safety meeting



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 Gainesville



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