



Road Ranger Safety Meeting 08/17/2021

Metric Engineering on behalf of FDOT District 2

GAINESVILLE ROAD RANGER SAFETY MEETING AGENDA



August 17, 2021

1. FIRST COAST ROAD RANGERS PRESENTATION

Scott Christmas

3. 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**
- G. Public Cell Phone Use**

4. AVL

Lisa Sparling / Dee Dee Crews

- A. Breaks/ Shift Changes**
- B. Inspections**

5. RTMC SUPERVISOR CONCERNS

Amanda Nichols

- a. Abandoned Vehicles**
- b. Red Tags**

6. ROAD RANGER OPERATOR QUESTIONS

7. ACTION ITEMS

8. FINAL COMMENTS

FDOT/ 1st Coast Road Rangers

Notes:

- Scott opened the meeting and welcomed everyone.
- Next Road Ranger Meeting scheduled for September 15, 2021.
- Scott reminded the Road Rangers the 24hr routes do not need overtime codes. Please do not call the TMC and ask for overtime code.
- Scott asked them to please make sure they turn in their codes. They will start with an E for the east and a W for the west.
- Scott reminded the Road Rangers to please make sure their uniforms are clean. If they are not please turn them in to be cleaned.
- Scott reminded the Road Rangers NOT to post pictures on Social Media.
- Scott asked the Road Rangers to please never speak bad about another company.
- Scott showed the FL Statue for Emergency Lane usage.
- Scott advised the Road Rangers that if they use the E-lane and they get into an accident they will be responsible.
- Scott went over the chain of command with the Road Rangers.
- Scott reminded the Road Rangers to please make sure you get a fuel code before giving out fuel. Also please remind the motorist they only get 2 gallons per year
- Scott asked the Road Rangers to please call the TMC if you cannot hear the operator.
- Scott went over general safety.
- Scott advised the Road Rangers to please make sure they do inventory on their truck before leaving the lot. Also make sure everything is in working order. Once you leave the lot you are responsible for anything lost or broken.
- Scott went over MOT. He showed pictures of good MOT and also gave suggestions on how to make it better.
- Scott went over break and shift change times.
- Scott asked the Road Rangers to please keep promoting Social Media.
- Scott advised the Road Rangers that if the motorist needs to use your cell phone that it is ok to let them.

- Scott advised the Road Rangers that they are an Emergency Service. This means in case of an emergency you will be required to work. Please make sure you are prepared at all times.
- Dee Dee advised the Road Rangers they might help in other Districts if needed. Please be prepared.
- Scott reminded the Road Rangers there are no call outs during Emergencies.
- Scott asked the Road Rangers to please make sure when you stop that you are calling into the RTMC.
- Scott reminded the Road Rangers to please check in with the RTMC every 15 minutes.
- Scott reminded the Road Rangers when they stop they must deploy their cones.
- Scott advised the Road Rangers that if they have to set up cones a different way please call the TMC and advise them so they can note it in the event.
- Scott reminded the Road Rangers they must create an event.
- Dee Dee advised the Road Rangers the budget is based on the number of events.
- Dee Dee advised the Road Rangers if you do not create an event when you stop it will hurt our numbers and budget. So please make sure you create an event at every stop.
- Amanda advised the Road Rangers to please make sure you are putting in the activities. You should have at least 3 activities per stop. 1. Cones 2. Sign board 3. Service you provided. Then if you give out comment cards that would be a 4th activity.
- Scott asked the Road Rangers to please stay professional when on the radio/phone.
- Scott advised the Road Rangers NOT to disconnect their GPS. Disconnecting the GPS will result in termination.
- Scott asked the Road Rangers to please make sure you lock your truck when you cannot see it (break etc.)
- Scott advised the Road Rangers that State Farm received several positive comments. Scott thanked them and advised them to keep up the good work.
- Scott reminded the Road Rangers that no smoking/vaping allowed in or near the Road Ranger truck.
- Scott advised the Road Rangers if they need a hat to please see him.
- Meeting adjourned.



Road Ranger Safety Meeting

Tuesday, August 17, 2021
Gainesville



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