



Road Ranger Safety Meeting 06/28/2023

Metric Engineering on behalf of FDOT District 2



ROAD RANGER SAFETY MEETING AGENDA

June 28th, 2023

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| 1. FIRST COAST ROAD RANGERS PRESENTATION | Marshall Adkison |
| 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 |
| 5. ROAD RANGER OPERATOR QUESTIONS | |
| 6. ACTION ITEMS | |
| 7. FINAL COMMENTS | FDOT/ 1st Coast Road Rangers |

Contractor Meeting:

- **TBD**

- Chris started the meeting by welcoming everyone and introducing new employees
- Chris went over the topics to be covered this meeting
- Chris advised road rangers of things to do before leaving the yard
 - Clean and wash the trucks inside and out
 - Check operations of fluids and supplies each shift
 - Check that all tools are present
 - Double check hygiene and uniform
- Chris went over F.S. 316.003 which classifies road rangers as emergency vehicles
- Chris went over things to do while driving
 - Drive in the right lane 5 mph below posted speed limit
 - Look 3 times before changing lanes
 - Keep distance from vehicles in front of you
 - No texting while driving
- Chris discussed things to do while at an event
 - Do not stop quickly to get to an event, use next exit to turn around and come back to it
 - Do not use official turn arounds
 - Pull off the road to read messages
 - Follow chain of command at the event
 - For all stops, call TMC
 - Put sign boards up and deploy all 15 cones
 - Do not use anything but issued cones for MOT. Do not use construction barrels for MOT
- Chris reminded road rangers you are on route for duration for your shift
 - Do not come off of your route before your shift is over
 - Do not stage or park waiting for an event
- Chris went over the procedural errors for the month
 - Will start doing retraining on Saturdays if you have multiple procedural errors
- Chris went over general safety notes

- Must wear your seatbelt
- Do not follow motorist unless requested by TMC
 - Amber Alert, Silver Alert etc
 - Do not break any laws to follow motorist
- Chris advised road rangers we are in hurricane season
 - June 1st through November 30th
 - Remember to have a plan in place and be prepared
 - Showed names of hurricanes. Have had 3 named storms already
- Chris went over breaks and shift changes
 - Breaks limit to 15 minutes
 - Do not take breaks during peak traffic times unless it's an emergency
 - 6am-9am and 3pm-7pm
 - Get off the yard by 6:15. Limit to 15 minutes on the yard
 - Discussed flagged breaks and shift changes
- Chris discussed MOT notes
 - All 15 cones get placed out
 - Sign boards up and call TMC
 - Maintain situational awareness
 - Never turn your back to traffic
 - Always assume other drivers won't see you
 - Put a barrier between yourself and on coming vehicles
 - Always assume someone will hit your truck
 - Do not sit in your truck on an event
 - Point your tires in a direction as if your vehicle will be pushed
 - Never truck anyone but yourself
 - Do not get in a hurry
- Chris went over MOT pictures

- Chris reminded road rangers of general notes
 - Get approval from TMC before giving fuel
 - 24/7 routes do not get overtime codes
 - For all safe tows, turn code into the office
 - Stay short and factual on the radio
 - Do not take tips
 - Do not post anything on social media
- Chris reminded road ranger do not use cell phones for personal use
 - Do not send or receive personal text messages
 - Do not turn on hotspots
 - Do not stream videos or music
- Chris discussed where to go for help
 - Chain of command
- Chris went over HR notes
- Issues with any vendors?
- Chris concluded meeting



Road Ranger Safety Meeting
Wednesday, June 28th 2023
 Duval



NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
Jackie Hall MICHAEL SLOAN	FCRR FCRR		HR ROAD MAINTEN		
Kyle Swartz	FCRR	Boote Blvd.	R.R.		
Robert Parrott	FCRR	Phillips	R.R.		
Kenneth Peterson	FCRR	Phillips	RR		
Jose Sañic	FCRR	Phillip.	ICR.		
L. HAINES	FCRR	"	"		
E Thomas	FCRR	Boote Dr	"		
Jessica Case	FCRR	Boote	RR		
MIKE CHRES	FCRR	Boote	RR		
MICHAEL LORAN	FCRR	BOOTE	RR		
JASPER TROUD	FCRR	BOOTE DR	RR		
John Adkison	FCRR	Boote	Sup		
Lawrence Ewing	FCRR	Boote	RR		
Christopher Rees	FCRR		RR		



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NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
Jerry Ansh	FCRR	Phillips	driver	904-333-9129	
Matthew Barnard	FCRR	Phillips	Driver		
Cameron Gibson	FCRR	Phillips	driver		
Michael Brewer	FCRR	Phillips	driver		
Scott Kwikus	FCRR	Phillips	Sup	904-537-0572	
Jerry Lora	FCRR	Phillips	Driver		
Andy Henry	FCRR	Phillips	OPERATOR		
Lina Derosa	FCRR	PHILLIPS	Sup	904-899-9073	
Chai's Masineau	FCRR	Phillips	Driver		
Harvey Beaufort	FCRR	Boote	DRIVER	904-895-1314	
PHIL GAINES	"	PHILLIPS	"		
Amanda Nichols	Metric		Supervisor		
Dee Dee Crews	FDOT		ITS/DPS Proj Manager		
Shelby Mullins	Metric		Admin		