



Road Ranger Safety Meeting 08/01/2023

Metric Engineering on behalf of FDOT District 2



ROAD RANGER SAFETY MEETING AGENDA

August 1st, 2023

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| 1. FIRST COAST ROAD RANGERS PRESENTATION | Marshall Adkison |
| 2. FDOT ITS Operations <ul style="list-style-type: none">A. MOT General DiscussionB. SafetyC. Procedural ErrorsD. Road Ranger Operations Interaction<ul style="list-style-type: none">a. Communicationb. Dispatchc. Event InformationE. Phone / Tablet IssuesF. Safe Tows | Dee Dee Crews |
| 3. AVL <ul style="list-style-type: none">A. Breaks/ Shift ChangesB. Inspections | Shelby Mullins/Dee Dee Crews |
| 4. RTMC SUPERVISOR CONCERNS | Amanda Nichols |
| 5. ROAD RANGER OPERATOR QUESTIONS | |
| 6. ACTION ITEMS | |
| 7. FINAL COMMENTS | FDOT/ 1st Coast Road Rangers |

Contractor Meeting:

- Road Ranger Budget**
- Road Ranger Procedure Update**

- Chris began the meeting by introducing new employees
- Chris went over topics to be discussed this meeting
- Chris went over things to do before leaving the yard
 - Clean and wash the trucks inside and out
 - Check operation of all fluids and supplies
 - Check all tools are present and take inventory
 - Double check hygiene and uniforms
- Chris discussed the use of emergency vehicles F.S. 316.003
- Chris went over things to do while driving
 - Drive in right lane 5 mph below posted speed limit
 - Look 3 times before merging into traffic
 - Keep your distance from vehicles in front of you
 - No texting while driving
 - Always pay attention to surroundings
- Chris advised things to do while at event
 - Do not slam on brakes or cut across traffic to get to an event, go to next exit and turn around
 - Do not use official turn arounds
 - Pull off the road when entering information into an event
 - Put sign boards up and place all 15 cones out
 - Stay in communication with TMC
- Chris went over general notes
 - Do not call off route before your shift is over
 - Do not park or stage waiting for an event
- Chris went over procedural errors for the month
- Chris discussed general safety
 - Must wear your seat belt at all times

- Do not follow any motorists unless requested by TMC
- Chris advised we are in the middle of hurricane season
 - Be prepared to work and have your family prepared
- Chris went over breaks and shift changes
 - Breaks are 15 minutes
 - Do not take breaks during peak traffic times
 - Get off the yard by 6:15 and limit shift changes to 15 minutes
- Chris discussed MOT notes
 - All 15 cones get placed out
 - Maintain situational awareness
 - Never turn your back to traffic
 - Always assume other drivers can not see you
 - Put a barrier between yourself and on coming traffic
 - Point your tires into a direction in the event your vehicle gets hit and pushed
 - Never trust anyone but yourself
 - Never get into a hurry
- Chris went over MOT pictures
- Chris discussed additional notes
 - Get approval from TMC before giving fuel
 - 24/7 routes do not get overtime codes
 - Safe tow codes turn into the office
 - Keep talk on the radio factual and quick
 - Do not accept tips from anyone under any circumstances. They can leave reviews on facebook
 - Do not recommend any services to motorists
- Chris advised do not post any information on social media
- Chris discussd company cell phones usage



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Tuesday, August 1st 2023
Duval



NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
MICHAEL ^{slowly} THOMAS	FCRR		ROAD RANGER		
Thomas Edward	FCRR		Road Ranger		
A. Henry	FCRR		OPERATOR		
BAKELAND G. HESS	FCRR		Road Ranger		
Kenneth Peterson	FCRR		Road Ranger		
SASPER GROUP	FCRR		Road Ranger		
Michael Dotson	FCRR		Road Ranger		
MICHAEL LIPPSCOTT	FCRR		ROAD RANGER		
Michael Jones	FCRR		Booth		
John A. Kim	FCRR		Booth		
Kyle Swartz	FCRR	Route Blvd.	Road Ranger		
Kelley Wilson	FCRR		Road Ranger		
Jose San Gil					
JACKIE BELL	FCRR		HR		
LYDIA MORTON	FCRR		Road Ranger		



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NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
Jerry Anon	FCRR	Phillips	Driver	904-363-9120	
Anthony T. W.	FCRR	Phillips	Driver	904-450-4347	
Tina Dickerson	FCRR	Phillips	Sup	704-524-9613	
Anthony Zebert	FCRR	Phillips	Driver	904-614-3057	
Chris Anderson	FCRR	Phillips	DRIVER		
Richard Allen	FCRR	Phillips	Driver		
Matthew Bernard	FCRR	Phillips	Driver		
Scott Kuitens	FCRR	Phillips	Sup	904-337-0520	
John Lira	FCRR	Phillips	Driver		
Michael Brewer	FCRR	Phillips	Driver		
Thomas Horton	FCRR	Phillips			
Cameron Glisson	FCRR	Phillips			
Richard Hickcock	FCRR	Phillips	Trainee	904-103057	
Samuel Poon	FCRR	Phillips	Driver	904-614-4166	
Stephen Shavers	FCRR	Phillips	Driver		
L. Haines Jr.	FCRR	Phillips	Driver		
Brian Hard	FCRR	Phillips	Driver	(904) 773-1905	
Harvey Beauford	FCRR	Booth Blvd	DRIVER	(904) 895-1314	