



Road Ranger Safety Meeting

01/10/2024

Metric Engineering on behalf of FDOT District 2



ROAD RANGER SAFETY MEETING AGENDA

January 10th, 2024

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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 began meeting by introducing new employees
- Chris advised the topics that will be covered this meeting
 - General safety
 - Procedural errors
 - Breaks and shift change times
 - MOT
 - Radio etiquette
 - Cell phone usage
 - HR notes
- 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 for the shift
 - Make sure all tools are there and secured
 - Double check hygiene and uniform
- Chris went over general safety notes
 - Drive in right lane 5mph below speed limit at all times
 - Look 3 times when merging into traffic
 - Keep proper distance from the vehicle in front of you
 - Be sure you are always wearing your seat as it is Florida law
 - Workers comp may not cover you if you are not wearing a seatbelt
 - Don't follow motorist unless TMC request it
 - Do not do u-turns
- Chris advised things to do at an event
 - Stop safely at event, if you pass the event, go to next exit and turn around
 - Do not speed to an event
 - Pull off the road to read messages
 - All stops, call into TMC, put sign board up and put out off 24 cones

- Chris went over F.S. 316.003, authorizing road rangers as emergency vehicles
- Chris discussed procedural errors for the month
- Chris advised you are on shift until your shift is over
 - Do not go off route until your shift is over
- Chris went over break and shift change notes
 - Limit breaks to 15 minutes
 - Do not take breaks during peak traffics times
 - 6am-9am and 3pm-7pm
 - If you do, notify a supervisor
 - Be out of the yard by 6:15
 - Limit shift changes to 15 minutes on the yard
- Chris discussed MOT notes
 - All 24 cones get placed out
 - Maintain situational awareness
 - Do not turn your back to traffic
 - Assume other drivers can not see you
 - Put a barrier between yourself and on coming traffic
 - Do not sit in your vehicle on an event
 - Never trust anyone but yourself
 - Never get in a hurry
- Chris went over some general notes
 - Get approval from TMC before giving fuel unless vehicle is blocking a lane or on a bridge
 - 24/7 routes do not get overtime codes
 - Turn all safe tow codes into the office
 - Be short and factual on the radio
 - Do not accept any tips
 - Do not recommend any services to motorists

- Do not take pictures of events and post on social media
- Advise motorist they can leave a review on facebook
- Chris discussed company cell phone use
 - Use for communication with road rangers and TMC only
- Chris advised where to go for help
- Jackie went over HR notes



Road Ranger Safety Meeting
Wednesday January 10th 2024
 Duval



NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
Scott Kuitans	FLRR	Philips	Sup		
Richard Allen	FLRR	Philips	RR		
Matthew Burnard	FCRR	Philips	RR		
Stewart Wisner	FCRR	Philips	RR		
Tina Dickson	FCRR	Philips	Sup	904-888-9003	TD@ROADRANGERS.50
Michael Brauer	FCRR	Philips	RR		
Carina Glissin	FCRR	Philips	RR		
A.J. Wootley	FCRR	Philips	RR	904-450-397	ajwootley94@gmail.com
A. Zinehart	FLRR	Philips	RR		
Jose Salvaggio	FCRR	Philips	RR		
Camron Richardson	FLRR	Philips	RR		
Byce Lewis	FCRR	Philips	RR		
Nick Casen	FCRR	Philips	RR		
Thomas Huber	FCRR	Philips	RR		
Stewart Wisner	FCRR	Philips	RR		
Jerry Lira	FCRR	Philips	RR/EL		

