



Road Ranger Safety Meeting 9/2/2020

Metric Engineering on behalf of FDOT District 2

ROAD RANGER SAFETY/TRAINING MEETING AGENDA



September 2, 2020

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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 | Lisa Sparling/Dee Dee Crews |
| A. Breaks/ Shift Changes | |
| B. Inspections | |
| 4. Hurricane Season | Dee Dee Crews |
| 5. Expanded Routes | Dee Dee Crews |
| 7. RTMC Supervisor Concerns | Amanda Nichols |
| 8. Road Ranger Operator Questions | |
| 9. Action Items | |
| 10. Final Comments | FDOT/1st Coast Road Rangers |

CONTRACTOR MEETING

1. Road Ranger Training for Supervisors, Employee Packages
2. Red Tags in Vehicles -FCRR received box in July
3. OT Codes for 24 hr. RR
4. Radios
5. Schedule for On-Call Supervisors

Notes:

- Marshall started meeting off with having Tina do roll call
- Marshall asked the Road Rangers what a safety meeting was. Road Rangers response was to learn. Marshall advised them it is the awareness to safety
- Marshall went over General Safety:
 - o Use of Cell Phones
 - o All stops, your sign board goes up
 - o Inform TMC and stay in communication
 - o Get vehicle information
 - o Cones deployed
 - o Hats
- Dee Dee asked the Road Rangers to please be aware of your surroundings, keep your eyes and ears open for your safety
- Marshall went over Procedural Errors with the Road Rangers:
 - o Communications – There should be no reason you are not communicating. Communication should start once you have arrived and then every 15mins. If there is no service at the location, then please as soon as you get service call into to the TMC and advise them of that.
 - o Dee Dee stressed again if no service then please call the TMC as soon as you get service
 - o Do not stand outside of the MOT to direct traffic
 - o Never turn your back to traffic, never think someone else is watching out for you
 - o Pictures were shown on good MOT and bad MOT
- Marshall advised the Road Rangers that he drives around and will watch. So please make sure you are doing your job correctly and remember I am there if you have a question or need help
- Marshall advised the Road Rangers that if a Trooper ask you to stay then please just advise the TMC of this.
- Dee Dee advised the Road Rangers to please do not give maintenance a FHP case number
- Marshall advised the Road Rangers that it is Hurricane Season. Please plan for your family and yourself. Make sure you have a weeks' worth of clothes and food. Make sure your family/pets are taken care of. You could be called for a week depending on where/category of the Hurricane

- Dee Dee advised the Road Rangers that if the Hurricane is not going to hit us you could still be working depending on the evacuation of other cities/states
- Marshall and Dee Dee advised the Road Rangers that if Jorgenson is not doing their job to please make sure you call it into the TMC and advise them. The TMC will note the incident in the event.
- Amanda to advise the TMC Operators to note in the comments regarding issue with Jorgenson.
- Amanda will run a report weekly
- Marshall advised the Road Rangers no breaks during peak hours. If you take a quick break during peak hours because you were on an event you must notify a manager so they may notify the TMC
- Marshall asked that the Road Rangers to give the Operators a chance when calling into them. He suggested once you call to count to three one thousand to give them a chance to respond before calling again
- Marshall advised daily inventory will be done on the trucks
- Mike asked them to please remember if you give gas out to please make sure you top off the gas cans when returning truck
- Marshall asked them to please make sure all tools are secure in truck and that you are locking the truck
- Marshall asked the Road Rangers to please clean your truck at the end of your shift. Do not depend on your partner to clean it
- Lisa advised the inspections have been going well
- Dee Dee will check into getting more red tags
- Amanda advised the Operators will check on the overnight Road Rangers
- Amanda advised the Road Rangers if they are called to an event then they can use the FHP turnaround. You are only allowed if called to an event. Please make sure if using the turnaround, you are not pulling out in front of cars
- Dee Dee will get quote on face plates, extra batteries, longer antennas, and radio holders
- Tina will check to see if they have radio holders
- Meeting adjourned.



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NAME	ORGANIZATION	ADDRESS	JOB TITLE	PHONE	EMAIL ADDRESS
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