

## Traffic Incident Management Responder Training

9:00 a.m. – 1:00 pm

August 16, 2013

Oregon Department of Transportation  
 Building X, Conference Room

455 Airport Rd, SE  
 Salem, OR 97301

### *Action Items*

What?	Who?
Finalize trainers and send names to Heather by <b>September 1st</b>	All IC members
Send example letter of commitment	OS – done (see link in notes below)
Send commitments captured so far (trainers and marketing)	OS
Create an Oregon-specific training information packet	ODOT & FHWA (with minimal coordination from OS)
Resend “white paper” for agency directors	OS
Provide more in-depth module information and describe timeline that information is released (e.g. after TtT on Sharepoint site)	Nathaniel (FHWA)
Craft and distribute a draft DoC	OS
Review draft DoC	All IC members
Start to draft commitment statements	All IC members

Convener: Deputy Fire Chief John Nohr (Portland Fire & Rescue)

Participants: Donny Callahan (Gerlock’s Towing), Gary McClellan (Oregon Tow Truck Association), Nathaniel Price (Federal Highway Administration), Darin Weaver (ODOT), John Nohr (Portland Fire and Rescue), Tad Pedersen (Oregon State Fire Marshal; first half), Milton Villegas (Tualatin Valley Fire & Rescue), Leslie Huntington (OHA – Emergency Medical Services and Trauma), Mark Kingma (Oregon State Police - training), Eriks Gabliks (DPSST), Jeff Mathia (Metro West Ambulance), Todd Munding (ODOT), Mark Ayers (DPSST), Mark Kaiel (Portland Fire & Rescue)

Staff: Heather Laird, Jessie Conover

## Notes

### Welcome and Oregon Solutions Process Review

Convener John Nohr welcomed the Implementation Committee to its second of three OS project team meetings. Jessie Conover (OS) reviewed the Meeting #1 notes, the OS ground rules, and the goals that the Implementation Committee developed at its first meeting. See the Meeting #1 notes for more details.

As the Oregon Solutions process comes to a close this Fall, the group will craft a Declaration of Cooperation. OS will draft the narrative sections, with review from IC members, and IC members will draft their own statements of commitment. Jessie passed out statement templates and will distribute an example from another project. Though the format has evolved over the years, there are several DoCs available on the Oregon Solutions website. Here is a link to the Cottonwood Canyon State Park DoC: <http://orsolutions.org/beta/wp-content/uploads/2012/11/CCSP-DOC-Final-with-signatures.pdf>

Note – your statement does not have to be signed. OS will coordinate signing details.

### Updates

The first Train-the-Trainer session is scheduled for November 6 & 7 at DPSST in Salem. Lodging is available for trainers traveling long distances. More information is forthcoming. Send your list of confirmed trainers to Heather Laird and she will coordinate with FHWA and DPSST to finalize details.

Nathaniel gave a brief update from the FHWA perspective. The group called for more specific training materials. Nathaniel will find and distribute module information and a training outline (see Action Item #5).

Darin Weaver described a grant that FHWA awarded for focused improvements in incident management in the Portland region. They hope to demonstrate success. The grant team (ODOT/Metro) hopes it will be used for:

- 1) Establishing a Portland-area TIM Team
- 2) Developing a professional communications plan
- 3) Implementing communications plan
- 4) Peer exchange
- 5) Research on communication system interoperability

### Train the Trainer

Team members determined that there would be two (2) train the trainer sessions over the next 12 months. The first training is scheduled for November 2013. The group would like to aim for another train the trainer session in the Spring of 2014 outside of the Willamette Valley in either Bend, Medford or LaGrande. ODOT will act as the lead in conjunction with the implementation committee.

### First Year Training Goals

Implementation plan members shared how their organizations would help role out the training curriculum over the next year. Team members recommended developing a shared calendar listing upcoming TIM training events.

WHO	WHAT
<b>ODOT</b>	<ul style="list-style-type: none"> <li>• Core field training staff (-30)</li> <li>• 500 – 1000 trained</li> </ul>
<b>Portland Fire and Rescue</b>	Training academy for new hires
<b>State EMS</b>	Annual conference 100 trained
<b>DPSST</b>	4hr courses (6x4) 24 trained
<b>Tualatin Valley Fire and Rescue</b>	2 training academies Partner with Metro on cross-jurisdictional
<b>Oregon Tow Truck Association</b>	Regional training modules with interagency outreach 3 events

### Marketing

What	Who
<b>TIM Teams</b>	D. Weaver <ul style="list-style-type: none"> <li>• Central Oregon TIM</li> <li>• Medford Oregon TIM</li> </ul>
<b>Professional Orgs</b>	E. Gabliks <ul style="list-style-type: none"> <li>• Motor Officers Association</li> <li>• Oregon State Sheriffs Association</li> <li>• Oregon Association of Chiefs of Police</li> <li>• OVFA</li> </ul> J. Mathia <ul style="list-style-type: none"> <li>• OSAA</li> </ul> D. Weaver <ul style="list-style-type: none"> <li>• ODOT Regional Meeting</li> <li>• Central Oregon OSHA</li> <li>• NW Transportation Conference</li> <li>• ODOT Transportation Safety</li> </ul> J. Nohr <ul style="list-style-type: none"> <li>• Oregon Fire Chiefs Association</li> <li>• OFIA</li> <li>• SDAO</li> <li>• CCIS</li> <li>• Oregon Fire Service Conference (Nov)</li> <li>• LOC (tentative)</li> </ul> M. Kaiel <ul style="list-style-type: none"> <li>• Tri-County Fire Training Chiefs</li> </ul> G. McClelland <ul style="list-style-type: none"> <li>• OTTA Board/Regional Meeting</li> </ul>

	<p>T. Pedersen</p> <ul style="list-style-type: none"> <li>• Fire Defense Boards</li> <li>• HAZMAT Conference</li> </ul> <p>M. Villegas</p> <ul style="list-style-type: none"> <li>• Washington County Fire Training Association</li> </ul>
Training Academies	
Internal Announcements	<p>J. Mathia</p> <ul style="list-style-type: none"> <li>• OSSA</li> </ul>
Newsletters & Email Lists	<p>D. Weaver</p> <ul style="list-style-type: none"> <li>• ODOT Maintenance and Operations Newsletter</li> <li>• ODOT Consultant (tentative)</li> </ul> <p>J. Mathia</p> <ul style="list-style-type: none"> <li>• OSP Intranet</li> <li>• OSP Statewide email</li> <li>• Superintendent newsletter</li> </ul> <p>E. Gabliks</p> <ul style="list-style-type: none"> <li>• Listserv [which one?]</li> <li>• Police Chief magazine</li> <li>• Sheriffs maganize</li> </ul> <p>L. Huntington</p> <ul style="list-style-type: none"> <li>• EMS Newsletter</li> <li>• EMS Educational Consortium classes (CC)</li> <li>• Word of mouth through trainings</li> </ul> <p>G. McClelland</p> <ul style="list-style-type: none"> <li>• OTTA website</li> <li>• OTTA Tow Fax</li> </ul> <p>T. Pedersen</p> <ul style="list-style-type: none"> <li>• Newsletter</li> <li>• Listserv</li> <li>•</li> </ul>
Email Lists	
Technical/Community Colleges	
Roll Call Announcements	
Media Segments	

In addition to the marketing approaches above, the Implementation Committee identified further key groups:

- 1) political and community leaders: plug into their large-scale plans and share successes (get to them through agency directors)
- 2) Industry who are interested in keeping goods moving
- 3) local/county (city (D.Weaver); limited))

Darin Weaver (ODOT) can provide printing resources for some printed outreach materials.

To do outreach properly, the Implementation Committee needs:

- 1) Oregon-specific talking points
- 2) A packet of information so we can have consistent messaging across the state
- 3) An understanding of the training material and its key added value

## Implementation Committee Vision Exercise

Each IC member gave a brief statement of their hopes for the committee in one year. They are roughly captured below:

- Have done a Train-the-Trainer and a couple of responder trainings
- Fold the training material into private sector policies (e.g. ambulance)
- Continue communication between ODOT/FHWA and rest of group
- Statewide awareness of TIM
- Possible connection to policymaking groups
- Putting classes into policy and in culture (like HAZMAT has been)
- More regional TIM teams as venue to keep progress going
- Have rural services get the need for collaborative
- Incorporate training w/ OSP in-service training
- Do a good job selling the concept so responders actively seek out training
- Consistent faces in the group
- IC still meeting
- Figure out training request management system
- Be at the table and getting the message out
- Intercoordination, working with everyone
- Start discussion on clearance thought process
- Online training available
- Clarity around logistics
- Impressed with cooperative nature of group
- 2-way street of refinement (state implementation and ODOT)
- Consistent program implemented around the state

### Oregon Solutions Project Manager:

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Please take time to visit the  
Oregon Solutions Traffic Incident Management Responder Training website at:

<http://orsolutions.org/osproject/TIM>