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**MEETING MINUTES**  
**METRO DETROIT TRAFFIC INCIDENT MANAGEMENT**  
**COORDINATING COMMITTEE**

Date: April 11, 2008  
Time: 9:00 AM  
Meeting Held: MITSC, Detroit, Michigan

HRC Job No. 20060304.22

<u>Present:</u>	<u>Representing</u>	<u>Phone No.</u>	<u>E-Mail</u>
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Quick Clearance Video

The City of Troy Police Department has prepared a quick clearance video to train its officers on the importance of keeping freeway lanes clear of obstructions. It also provides guidance to officers on their safety while responding to traffic incidents. This training video was shown to the committee members, and comments on the video followed.

Comments on the video and the procedures outlined from Oakland County responders noted that cars should be towed off the shoulder as soon as possible. The procedure that requires yellow tape on the vehicle on the side of the road has potential for suggesting a serious crime scene and may result in gawker delay.

Several questions about the procedure were raised: Who returns the owner to the vehicle? Do tow drivers need to have the owner present? Will there be a public information campaign? Should not tire change activities by Freeway Courtesy Patrol vehicles be allowed at all times? How are freight spills handled? Are dispatchers trained to be in tune with this policy? What should the public know about quick clearance?

There was general agreement that the video was a step in the right direction because it raises awareness of importance of keeping obstacles from freeway lanes for both transportation operational efficiency and safety. The identification of detour routes is a particularly attractive feature of the policy. Troy Police Chief, Charles Pratt, intends to attend the June 6, 2008 Incident Management Coordinating Committee meeting to further the discussion of the policy and its impact on proposed state legislation on quick clearance.

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### Regional Concept of Transportation Operations

Tom Bruff, from Southeast Michigan Council of Governments (SEMCOG), reported on the progress in implementing the objectives of the Regional Concept of Transportation Operations. The information dissemination objective is being furthered by the availability of freeway camera images to public agencies in southeast Michigan. Priority corridors for communication and signal retiming investments have been identified and the criteria for identifying these corridors are under review with the assistance of SEMCOG staff.

Quick clearance legislation has been drafted by Michigan Department of Transportation (MDOT) and Michigan State Police (MSP) staff and a sponsor for the bill has been identified.

A workshop on the Regional Concept of Transportation Operations was held March 3, 2008 at the SEMCOG office in Detroit, Michigan. The results of this workshop are available on the SEMCOG website. The workshop also discussed the National Unified Goal for traffic incident management.

Approximately 100 users of the freeway camera images have been connected. Most of these users are public safety agencies. A meeting of these users may be scheduled in the future to discuss common experiences and potential improvements in the quality and availability of these images. The next meeting of the Regional Concept of Transportation Operations is planning group is scheduled for June 6, 2008 at the MITSC following the Incident Management Coordinating Committee meeting.

### Incident Management Planning Subcommittee

The Planning Subcommittee met in conjunction with the Traffic Safety Association of Macomb County meeting in Fraser, Michigan on March 18, 2008. The featured speaker was SEMCOG Engineering Coordinator, Thomas Bruff. Mr. Bruff discussed local traffic safety information (crash data) and answered questions about roundabouts. The committee reviewed the results of the March 3, 2008 meeting at SEMCOG and concluded that this partnering workshop was successful and documented improvements in the incident management program for metro Detroit.

Committee members updated some of the items on the Traffic Incident Management Self Assessment Matrix that was last reviewed in September 2007. The next meeting of the Metro Detroit Traffic Incident Management Planning Committee is scheduled for April 29, 2008 at 9:00 AM at the Bloomfield Hills offices of Hubbell, Roth & Clark, Inc. (HRC). At this meeting, the Traffic Incident Management Self Assessment Matrix will be updated and evaluated based on the Federal Highway Administration criteria.

### Freeway Courtesy Patrol Operations

Chade Saghir, from SEMCOG, outlined some of the accomplishments during the year 2007 and a more complete report will be available at the June 6, 2008 meeting. During 2007, the guidelines for Freeway Courtesy Patrol drivers were updated and improvements to data entry procedures were implemented. The annual report for 2007 is complete but not yet printed. During 2007, there were approximately 51,000 vehicle stops and 36,000 of these assists were for occupied vehicles. The number of abandoned vehicles identified during 2007 declined from 15,000 in 2006 to 14,000 in 2007. The Freeway Courtesy Patrol now operates 22 vehicles but does not operate during the midnight to 5:00 AM period. There were less than 600 assists during this period during 2007 (approximately 2 per day).

### Report from the Freeway Operations Subcommittee

Mark Geib, from MDOT, reported on the committee progress. After-action reviews were held for the Detroit International Auto Show and the NCAA Regional Basketball Tournament events in Detroit. Both of these events were considered to be very successful from the point of view of traffic operations. The operations of the freeway system during the Gateway project freeway closure are being reviewed on a continuous basis.



Incident responder safety workshops have been scheduled for May 15 and May 18, 2008 in the Brownstown Fire Department. Responder safety workshops last approximately three (3) hours. Responder safety workshops typically include the following elements:

- A review of the construction activity schedule.
- A review of Intelligent Transportation Systems Center operations.
- A video on who is in charge during a traffic incident.
- A review of the necessity for high visibility clothing during incident response.
- A discussion of lane tapers for traffic control.
- Exercises that help individuals identify the length of their pace and a contest for laying out tapers for lane closures during traffic incidents.

These responder safety workshops have received positive reviews from fire departments, police departments and Freeway Courtesy Patrol drivers.

#### Arterial Traffic Management Committee

This committee has been identifying priority corridors for future investment. It has developed evaluation criteria for prioritizing corridors. The factors considered include safety, congestion, freight, transit, traffic volume, density population, density of employment, activity centers, and functional classification. SEMCOG staff is reviewing the length of the corridors to determine whether they are too long in some instances. The corridors evaluated using the criteria generally showed good agreement with the ones identified by stakeholders during the stakeholder meetings.

The next meeting of the Arterial Traffic Management Committee is scheduled for May 6, 2008 at noon in Southfield, Michigan. At this meeting, proposed revisions to the *Manual on Uniform Traffic Control Devices* will be reviewed and progress on identifying priority corridors and retiming traffic signals will be discussed.

#### Next Meeting

The next meeting of the Metro Detroit Traffic Incident Management Coordinating Committee is scheduled for June 6, 2008 at 9:00 AM at the Michigan Intelligent Transportation Systems Center in Detroit.

These minutes are intended to be a summary of those items discussed. Any corrections and/or comments should be noted to the writer as soon as possible.

Respectfully submitted,

HUBBELL, ROTH & CLARK, INC.

Richard F. Beaubien, P.E., PTOE  
Chair-Metro Detroit Traffic Incident Management Coordinating Committee

RFB/jjb  
pc: All present  
HRC; File