

VOL. 8

Traffic Plan's  
official employee  
publication

# UNITE





# Celebrating What's New This SUMMER

Summer 2021 is here, and we have a lot of NEW to be excited about! So, let's jump right in.

## NEW Offices

We are thrilled to announce that our new administrative office is now open in Tinton Falls, New Jersey! Our accounting, human resources, recruiting, and sales teams will work out of this location. This is the first time in our company's history that all these departments will be in one office.

We're also excited to announce new offices in Annapolis Junction, Maryland, and Scranton, Pennsylvania. The Scranton office will service the northeast corner of the state.

## NEW Clients

Traffic Plan is happy to announce that we have signed on with a new gas company client in Virginia. Thanks to our hardworking teams in Virginia who will oversee this new work!

## NEW Recruits

Our teams are looking to recruit more employees, and we have implemented a great referral program that provides financial incentives to ask your friends to come work with you! We have also doubled our first-year retention bonus for new employees:

### \$2,000 Milestone Bonus at 6 Months

Employees will receive bonus money 30 days after their 6-month milestone date. Employees must be actively employed by Traffic Plan at the time of payment to receive the bonus.

### \$500 Milestone Bonus at 12 Months

Employees will receive bonus money 30 days after reaching their 12-month milestone date. Employees must be actively employed by Traffic Plan at the time of payment to receive the bonus.

### \$250 Promotional Bonuses for Crew Chief

Employees promoted to Crew Chief will receive their bonus 6 months after their promotion date. It will be scheduled in the next payroll for eligible union employees. Visit the Benefits page at [trafficplan.com](https://trafficplan.com) for additional information.

## Other NEW Updates

Automated flagger assistants are sometimes now required in the state of Virginia. We have identified vendors for this technology, but we have not yet had any customers request it. It may become a state requirement in the future, so stay tuned for updates.

In addition, rumble strips in front of work zone setups with more than 500 cars per day are also sometimes now required in Virginia and Maryland.

Finally, a reminder for all employees regarding our voluntary COVID program — if you have received your vaccination, you do not need to wear a mask when working with your utility clients.

Happy Summer!  
*Carolyn Kiely and Mary Kiely*



## SUPPORTING A DIVERSE & INCLUSIVE CULTURE

As a women-owned business, Traffic Plan is committed to having a workplace culture that embraces diversity and inclusivity — and sustaining that culture starts with you! Regardless of gender, race, or religion, it is important that we strive every day to treat our colleagues, our customers, and the general public with equality and the utmost respect.

We embrace diversity and inclusion because it is the right thing to do. There is no room for discrimination or harassment of any kind within our organization. But did you know there are many benefits to fostering a diverse and inclusive workplace? Here are just a few:

### Bigger, Better Ideas

Encouraging different perspectives and viewpoints from people of all backgrounds and walks of life can lead to more creativity, greater problem solving, and bigger and better ideas.

### Positive Work Environment

A diverse and inclusive workplace makes for a happy workplace. Creating an environment where everyone feels valued and equally respected has a positive effect on the entire workforce.

### Greater Company Success

What happens when you combine bigger and better ideas with happy employees who play an important part in maintaining our positive work environment? You get a company that rises above the competition and achieves greater long-term success.



# SUMMER SAFETY TIPS

## PROTECT YOURSELF FROM THE ELEMENTS

### 1. Cover Up

To protect yourself from sun and heat, wear lightweight safety apparel made of breathable materials. A hard hat and cooling bandana will protect your head and neck in particular. Wear sunscreen on any areas of skin not covered by clothing (and reapply often).

### 2. Stay Hydrated

Always have access to water and drink plenty of it throughout the day. Don't wait until you're thirsty. Avoid drinks with sugar and/or caffeine, as they can dehydrate you.

### 3. Recognize Heat Stress

Dizziness, nausea, and muscle cramps are typical signs of heat exhaustion. If you feel these symptoms, get to a cooler place, drink water, and use cold compresses to cool down. A throbbing headache; red, hot skin; rapid, strong pulse; and/or losing consciousness might be heat stroke — get medical attention right away.

### 4. Check for Ticks

Spending time outdoors, especially in grassy or wooded areas, increases the chance of a tick attaching itself to you. Ticks can transmit bacteria that cause disease, so be sure to check yourself at the end of each shift.

## DRIVE SAFELY IN WET WEATHER

1

### Less Speed, More Space

Slow down. Leave more distance than usual between your vehicle and others. It takes longer to stop on wet roadways.

2

### Lights On!

In rain, drizzle, fog, and overcast conditions, headlights and daytime running lights will help you see the road better, and other drivers will see you!

3

### Beware Moving Water

Never drive through moving water. Your car could be swept off the road.

4

### Turn Around, Don't Drown

Go slow if you need to drive through a puddle of unknown depth. If the water is deeper than the bottom of your doors, turn around and find a different route.

# STAND & TAKE A BOW

In each issue of *United*, we recognize the achievements of Traffic Plan's most valuable asset — **you, our employees.**

### ONE-YEAR ANNIVERSARIES

SHANDRA FRASER ..... 5/14/20  
DAVID FERRO ..... 5/18/20  
ABOULAZZIZ AMES ..... 5/27/20  
BENJAMIN ALAMON ..... 6/3/20  
BRIAN LARKIN ..... 6/10/20  
JOSEPH PIZZA ..... 6/10/20  
RAYMOND LIQUORI ..... 6/10/20  
TYRONE TURNER ..... 6/15/20  
KELVIN ARAUJO ..... 6/15/20  
WAYNE ALTMARK ..... 6/15/20  
JEFFREY EGNEW ..... 6/15/20  
SHANNON PEOPLE ..... 6/15/20  
KASSANDRA YOUNG ..... 6/17/20  
BRIANA GRANT ..... 6/17/20  
NICHOLAS WHYTE ..... 6/17/20  
ANTHONY ROWE ..... 6/30/20  
DEVONE DARDEN ..... 7/13/20  
ROBERT CLAPP ..... 7/13/20  
JOSHUA VILAIN ..... 7/13/20  
MANUEL CHARRON ..... 7/27/20  
LOREN JACKSON ..... 7/29/20  
CAROLYN ROSE ..... 7/20/20  
DENNIS FRAZIER ..... 8/10/20  
DEVIN NATAL ..... 8/12/20  
JAMIE GESSNER ..... 8/19/20  
JACKIE IRVINE ..... 8/19/20  
GLENN MUSO ..... 8/24/20  
MARQUIS BREWER ..... 8/25/20  
MIGUEL GOMEZ ..... 8/26/20  
DAVID WOLFE ..... 8/26/20  
RAYMOND DAVISON ..... 8/26/20

### FIVE-YEAR ANNIVERSARIES

JOHN CAPUTO ..... 5/9/16  
GRANT GRIFFIN ..... 5/9/16  
NANCY HAHER ..... 6/13/16  
JANICE KHAN ..... 6/27/16  
JOANNA BROWN ..... 7/25/16  
CHRISTOPHER HARTIGAN ..... 8/8/16  
GARY HAHER ..... 8/10/16  
FRANK PUGLIESE ..... 8/22/16  
TIMOTHY LANDIS ..... 8/29/16

### PROMOTED TO CREW CHIEF

PATRICK BATTLE  
CHRISTOPHER CROWELL  
RYAN CZELAW  
JEFF EGNEW  
RYAN ENRIGHT  
JULIAN ESPITA  
ANDREW HERBERT  
ALEX RODRIGUEZ  
WENDELL STANDARD





# FOCUS ON

## ELIZABETH ALAIMO

*Crew Chief Liz Alaimo came to work at Traffic Plan about a year and half ago. Since then, her dedication to making sure everyone goes home safely has made her an awesome asset to our team, and we couldn't be prouder to be featuring her in this issue of United.*

**WHAT MADE YOU WANT TO JOIN TRAFFIC PLAN?**

I was actually looking for a new job. At the time, I was working as a pharmacy technician, and I wasn't happy. I dreaded going to work every day. I saw an ad on Indeed and thought to myself, "I can do that!" So I applied and here I am.

**WHAT HAS YOUR PROGRESSION AT TRAFFIC PLAN LOOKED LIKE?**

I started as a second seater for Carol Arena. She was and will always be my Crew Chief. She taught me everything I know. After a few months with her, I was promoted to Crew Chief and was given my own company vehicle.

**WHAT'S YOUR FAVORITE PART OF BEING A CREW CHIEF?**

My favorite part is that I get to be in control of the job site. I have my own company vehicle that I get to set up and organize. I take my job very seriously. When the workers are able to finish their jobs and walk away safely, I know I did my job right. It makes me feel good.

**WHAT IS YOUR FAVORITE THING ABOUT TRAFFIC PLAN?**

My favorite thing about Traffic Plan is that every day is different. I'm outside every day, and I love it. I'm almost always somewhere different, and it never gets boring.

**WHERE DO YOU SEE YOURSELF AT TRAFFIC PLAN IN THE FUTURE?**

I would like to see myself moving up in the company, being an asset to the company and learning. Hopefully I can make this a lifelong career.

**WHAT DO YOU LIKE TO DO OUTSIDE OF WORK?**

I love spending time with my husband and my race family — I'm very into riding and racing dirt bikes. I camp almost every weekend at a race, and I have gained a family while doing it. I even get to take my dog with me. It's amazing.

**WHAT DOES HOME LIFE LOOK LIKE FOR YOU?**

My home life is amazing! I have truly been blessed. I have my amazing husband and a house full of animals I get to come home to every day.

**DO YOU HAVE ANY ADVICE FOR SOMEONE WHO'S NEW TO THE TRAFFIC PLAN TEAM?**

Best advice I could give anyone is "Be prepared." This job is fairly easy. The hardest part is the weather and being outside. Summers get hot and winters get cold. You need to prepare yourself. Pack a backpack with anything you might need: sunscreen, bug spray, snacks, water, and even extra clothes. The more prepared you are, the easier it will be.

“ WHEN WORKERS ARE ABLE TO FINISH THEIR JOBS AND WALK AWAY SAFELY, I KNOW I DID MY JOB RIGHT. ”



# WHAT UNITES US

For this issue of United, we focused our employee survey on food! We all have our favorites, and this survey proved that we're united on some things . . . but others not so much. **To have your say, stay tuned to our Facebook page for future employee surveys.**



## 80%

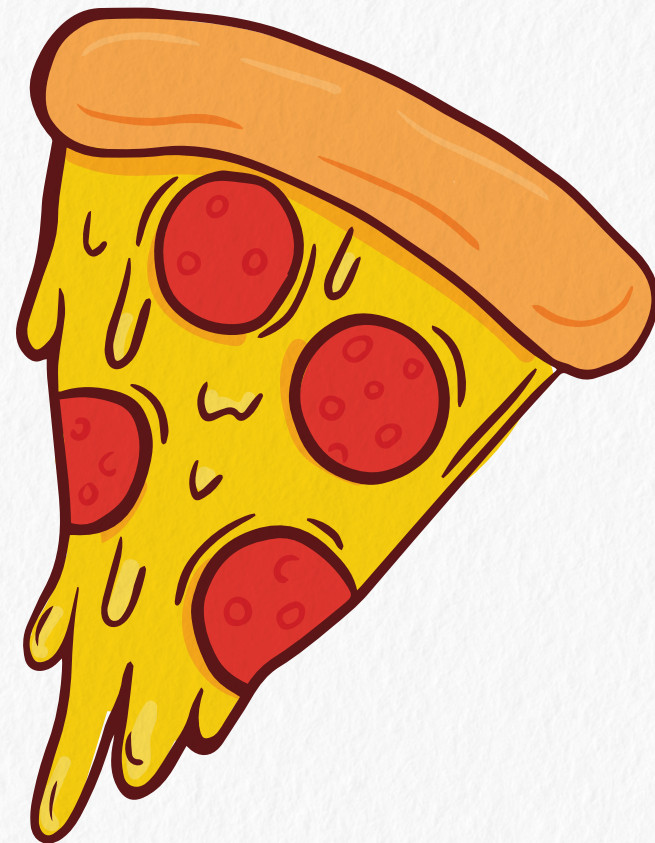
**Would prefer to eat an ice cream cone on a hot summer evening.**

Others would opt for a Popsicle or a fudge bar.

## 50%

**Say pepperoni is their favorite pizza topping!**

30% prefer extra cheese, while only 10% want veggies or anchovies.



## 50%

**Like traditional hot wings.**

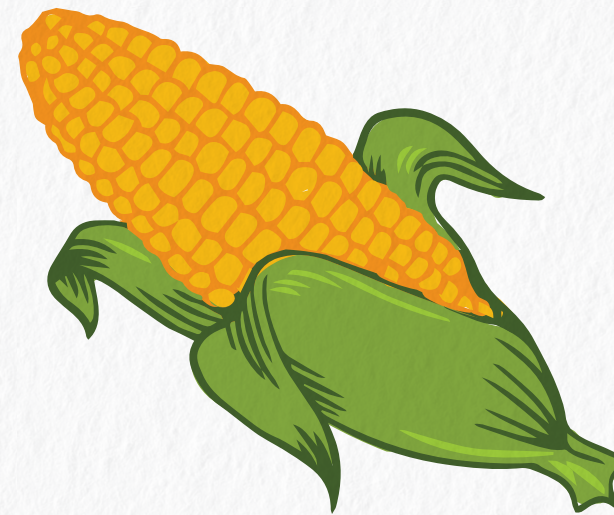
20% would rather have mild, while BBQ, garlic parmesan, and Old Bay got only 10% of the vote each.



## 50%

**Would want to grab a bagel if we're running late at breakfast.**

40% would reach for a breakfast sandwich, and 10% would pour a bowl of cereal.



## 50%

**Say sweet corn is their favorite summer food.**

40% say tomatoes, and 10% say peaches.

## 70%

**Reach for a salty snack when we're craving a treat.**

30% say they would reach for something sweet!







Every person looking to improve themselves — in any facet of life, including the workplace — should take the time to reflect internally on negative elements that can prevent reaching the next level of achievement.

As a company, Traffic Plan is comprised of many individuals. Although collectively we are all one team, single events caused by individuals can reflect negatively on our overall performance.

So, I'd like to speak very frankly (no pun intended) and touch on two issues that are holding us back from top performance.

- Driving Behavior
- Interpersonal Behavior Between Crew Members



## DRIVING

Our daily duties begin in our vehicles. Whether it is a field van, TMA, or safety truck, the operation of that vehicle must conform to all motor vehicle laws and regulations. Traveling to the job site in vehicles displaying the Traffic Plan logo becomes an instant interaction with the public. Speeding, tailgating, unsafe lane changes, and road rage are easily recognized as improper operation. These actions are simple to report to law enforcement and company hotlines. Remember, our company decals are highly visible. You will be noticed! Why take the risk of not only being identified for bad driving but also of improper driving behavior that may contribute to an accident?

Additionally, parking and traveling in reverse have caused problems that can easily be avoided if company policies are adhered to. When parking, our **First Move Forward** policy dictates that we should attempt to locate a spot to pull through forward and park facing out. This avoids backing when exiting. If pulling through is not an option, then finding a parking spot farthest away from other vehicles may be the most enviable position.

In terms of backing, never move in reverse without a proper spotter for direction. Again, this is company policy and is covered extensively during training. Drive smart. Drive in control. Drive safe.



## CREW MEMBER BEHAVIOR

Our crews generally consist of two-person teams. The hope is that both members mesh and work together as one unit and respect one another as coworkers. Coming from diverse backgrounds, ethnicities, and religious beliefs, it's important to show understanding and recognize that we are all different. **Find common ground.** Hopefully it is in the work ethic we share that binds us together as team members.

Crew Chiefs, being the lead on teams, must exhibit the qualities of a mentor, teacher, trainer, and good role model for the company. I've seen firsthand when an

outstanding Crew Chief lends all their knowledge and experience to their technician. Routinely this produces another outstanding Crew Chief waiting in the wings. Work hard. Enjoy the camaraderie that comes with being on a team. Respect each other and learn from one another. Certainly, avoid conflict.

Collectively, if we take these issues into account and work on the negative, Traffic Plan will benefit both as a workforce and safety-conscious company.

Stay Safe,  
Frank

If you have any questions or topics you would like to see discussed here, please email me:  
[FRANKLYSPEAKING@TRAFFICPLAN.COM](mailto:FRANKLYSPEAKING@TRAFFICPLAN.COM)



# TOOLBOX TALK



## AVOIDING INJURY

When lifting objects, use a squat lift technique to reduce the risk of injuring your back.



## WORK ZONE AWARENESS

One of the important tools in our toolbox is awareness on the job site. A few reminders to avoid surprises and keep everyone safe:

- Be aware of your surroundings.
- Limit exposure to live traffic.
- Explore escape routes.
- Never turn your back to live traffic.
- Do not become complacent.

## PROCESS IMPROVEMENT

There's always room for improvement. At the end of a job, ask yourself the following to see what went well and what can be improved upon:

- 1 What happened the way you thought it would happen?
- 2 What surprised you?
- 3 What hazards did you identify, and what hazards did you miss?
- 4 Where did you have to "make do," improvise, or adapt?

# WHAT'S IN THE VAN?

Be prepared for your workday with a fully stocked and organized van. Having work zone and personal items within easy reach can make your day run much more smoothly.



## BACK OF THE VAN

Clearly labeled, well-organized flag storage



Large signs all facing the same way for easy reading





# PROGRESS INSTITUTE

## UPDATES FROM TRAFFIC PLAN TRAINERS

At Traffic Plan, we're proud to have our very own Progress Institute, where we teach our employees (and some clients) the latest techniques and best practices for work zone safety. Our goal is to promote a safe and efficient work environment to protect ourselves, our clients, and the traveling public at large. The more we know, prepare, and engage, the safer we become.

Spring and summer have been busy. As the country continues on the path to pre-pandemic life, we've been thrilled to welcome and train both new and current Traffic Plan employees and clients.

### ADVANCED CREW CHIEF TRAINING

So far this year, we've held nine classes and trained 49 employees to be Advanced Crew Chiefs. We plan to schedule two classes each month for the remainder of 2021.

### ADVANCED HIGHWAY TRAINING

Six employees received Advanced Highway Training in one class session. Moving forward, this two-day class will be held once a month.

### TRUCK-MOUNTED ATTENUATOR CLASSES

We trained 58 employees in nine classes total. At least one TMA class will be held every month for the rest of the year.

### NEW EMPLOYEE TRAINING

Wow! Over the course of 53 classes, we trained 198 new employees. Welcoming new members of the Traffic Plan family is always a pleasure.

### CLIENT TRAINING

We hosted 54 employees of New Jersey American Water over five class sessions. We are proud to share our industry knowledge and will continue to schedule future classes as requested by clients.







**TRAFFIC CONTROL SERVICES**

Corporate Headquarters

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Farmingdale, NJ 07727

844-875-2644

# TAKE HOME AN EXTRA \$2,000

Don't forget we have an employee referral program! If someone you refer completes an application and attends an interview, you'll receive a \$50 gift card. If the person then joins Traffic Plan and remains employed in good standing with us for six months, you'll receive a \$2,000 bonus. Make sure the person you're referring puts your name on their job application!



Traffic Plan stands ready and able to continue providing traffic planning to our partners. We are dedicated to being a partner in progress serving our communities during this time of adversity.