



MINUTES OF MEETING
Sussex County TMT Meeting
March 19, 2008



Meeting Date: March 19, 2008
Location: Ellendale Fire Company
Purpose: Joint Sussex County TMT Meeting

List of Meeting Attendees:

Last Name	First Name	Agency	Email
Benson	Sherri	DSP - Troop 4	sherri.benson@state.de.us
Caglar	Kivanc	Orth-Rodgers & Associates, Inc.	kcaglar@orth-rodgers.com
Cannon	Jack	Bridgeville Fire Company	
Clausen	Ralph	Georgetown Fire Company	
Coffman	Edward	MDSHA / CHART	ecoffman@sha.state.md.us
Cooper	Tim	Sussex County EMS	tcooper@sussexcountyde.gov
Day	Dwayne	DelDOT (formerly with DEMA)	Dwayne.Day@state.de.us
DeFord	Frank	Sussex Co. Fire Police Assoc. (Pres.)	
Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Ford	Paul	DelDOT/DTC	paul.ford@state.de.us
Knowles	Warren	Civil Air Patrol	warren_knowles@hotmail.com
Littleton	Bruce	Orth-Rodgers & Associates, Inc.	blittleton@orth-rodgers.com
Marquess	Alvin	MDSHA	AMarquess@sha.state.md.us
Parsons	Brian	Greenwood Police Department	brian.parsons@cj.state.de.us
Reed	Jeff	DelDOT/South District	Jeff.reed@state.de.us
Saville	Garland	Millville Fire Company	GarSaville@aol.com
Strickland	Jim	DEMA	jim.strickland@state.de.us
Toulson	Richard	DelDOT/South District	richard.toulson@state.de.us
Wallace	Lauren	Civil Air Patrol	lwal216904@aol.com
Weishaupt	Jonathan	DelDOT/TMC	Jonathan.weishaupt@state.de.us
Willey	Roger	DSP – Troop 7 (Traffic)	roger.willey@state.de.us

Handouts provided during the meeting:

1. Agenda
2. July 11, 2007 Meeting Minutes
3. Statewide Action Items List
4. Safe Quick Clearance Suggested Legislative Changes

I. Opening Remarks

Gene Donaldson (DelDOT) began the meeting with brief introductions followed by review of the agenda. Gene reviewed the Statewide Action Items List. A copy of the Safe Quick Clearance Suggested Legislative Changes was distributed and reviewed as well.



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II. Statewide Action Item List

- **Item 1 – Improve DelDOT’s After Hour Response**

The previous consultant prepared a draft report prior to the end of their contract. There was insufficient data available in the DelDOT databases to generate meaningful conclusions. The TMC has revised their record system to gather the additional data. Once sufficient data has been gathered, Orth-Rodgers will be charged with revising the report.

- **Item 2 - Dover Air Force Base (DAFB)**

DelDOT has been meeting quarterly with the DAFB Committee to discuss any issues relevant to DAFB. State and City of Dover PD, Fire, and EMS representatives attend. The last meeting was held on February 12th. The main topic of discussion revolved around the changes in truck traffic due to the number of freight ports being used by the Air Force. DAFB’s freight movements have been increased to a 24-hr operation with truck volumes more than doubling. Also discussed was the upcoming construction of the Route 9 interchange that will begin in the summer of 2008.

- **Item 3 – Establish TMT Communication Working Group**

There has been no activity of this group since the tabletop exercise conducted by the previous consultant. No meetings or assignments are currently planned for this group.

- **Item 4 – Transportation Management Training**

There has been significant progress made on the training programs that the TMT committees recommended to be developed. The course material was prepared, and a “dry run” class given at the Delaware Fire School. Input from the police, fire and EMS communities was solicited to fine tune the course material. A Train-the-Trainers meeting to go over the Incident Response Training course has been scheduled for March 18, 2008. The formal class will be offered for the first time on April 8th at the Delaware Fire School. All TMT members are being sent an invitation.

- **Item 5 – Presentation on the DelDOT Process for Roadway Projects**

Gene mentioned that like all agencies, DelDOT’s Capital Improvement Program has been subject to budgetary constraints, however, the TMT process will continue as a top priority by the Secretary with only minimal impact.

- **Item 6 – Safe Quick Clearance**

A Safe Quick Clearance Committee was formed with representatives from all current branches of the TMT committees. The committee made recommendations for necessary legislative



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changes in the Delaware Code to bring the Code in line with the national efforts being made. All of our surrounding states have already passed similar legislation. The need for these legislative changes has been endorsed by numerous national, regional and local organizations. The I-95 Corridor Coalition, which includes all of the east coast states from Maine to Florida, likewise supports these changes. A review of the suggested legislation was presented later in the meeting.

• **Item 7 – Statewide Transportation Management Plan**

The goal is to be able to implement the detour plans shortly. The detours will need to be packaged for (1) field use, and (2) integration with the communications center. It is understood that:

- The fire service would need (at a minimum) a book of detours in each District.
- The police vehicles are equipped with computers, and police could access the plans off the web.
- Fire police are in their own personal vehicles and may need hard copy printouts.
- East-west detours still need to be completed with the TMTs.
- The evacuation plans have been completed for each of the three counties and are available on CD.
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• **Item 8 – Non-Typical Transp. Evac. Committee & Item 9 – Debris Mgt. Committee**

Bruce and Gene discussed the formation of these committees and the current status of the plans. Working drafts will be available by this summer and will be brought through the TMT committees for review and comment.

III. Safe Quick Clearance Legislative Changes

Bruce went over the handout and provided an overview of the proposed changes.

Gene mentioned that he would like any feedback on the Safe Quick Clearance from each of the various TMT groups. Gene also mentioned the upcoming I-95 Corridor Coalition training workshop for Safe Quick Clearance that is being offered in the DEMA Training Room on May 1, 2008. The announcement has been sent to all TMT members as an invitation to attend, however, participation is limited so an early response is recommended if anyone is interested in attending. There is no cost for the workshop.

IV. Detours

Bruce provided a brief discussion of the status of the detour program. Efforts are underway to streamline the process and review how the detours will be made available on the website as well as on CD's. The current system will work, however, as more detours get developed, the ability for quick retrieval will become more difficult. It is anticipated that work can resume on the development of the remaining detours on the current priority list.



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V. Open Discussion

The next major addition to the evacuation plans will be to address the issue of fuel for emergency vehicles in and near the evacuation area as well as rest areas and fuel stops for evacuating vehicles. A Security Plan for bus and rail infrastructure is in the works as well.

Minutes were prepared by Orth-Rodgers & Associates, Inc (ORA). We believe the foregoing minutes to be an accurate summary of the meeting and related decisions.

Any questions or concerns can be directed to Gene Donaldson at gene.donaldson@state.de.us or (302) 659-4601. Additionally, ORA is providing consulting support and Bruce Littleton can be reached at blittleton@orth-rodgers.com or (215) 735-1932. Revisions to the minutes can be emailed to Kisha Duckett at kduckett@orth-rodgers.com

TMT Website: <http://www.deldot.gov/information/projects/tmt>