



**MINUTES OF MEETING**  
**Northern NCC TMT Meeting**  
**April 4, 2005**



Delaware Fire School, New Castle Facility

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**Date:** April 18, 2005  
**Meeting Date:** April 4, 2005  
**Location:** Delaware Fire School, New Castle Facility  
**Purpose:** Northern NCC Transportation Management Team (TMT) Meeting

**List of Committee Members and Meeting Attendees:**  
See Attached Sheets

**Handouts provided during the meeting:**

- Northern NCC TMT Action Item List
- DelDOT TMC Detour Route Checklist (Draft)

**I. Opening Remarks**

Gene Donaldson (DelDOT TMC) opened the meeting with introductions from the attendees and a brief update on the status of the TMT meetings across the state. The TMT program now has a website, which will be used to post meeting schedules, minutes, and other relevant documents.

<http://www.deldot.net/static/projects/tmt/index.html>

Steve Austin (Emergency Responder Safety Institute) addressed the group about a fatal incident the prior evening in West Virginia involving an Allegheny Power worker responding to downed power lines. The worker was struck by a tractor-trailer traveling at a high-rate of speed on a secondary roadway. Steve pointed out that scene management is equally as critical on secondary roads as it is on major roadways. Steve suggested [www.respondersafety.com](http://www.respondersafety.com) as a resource for the TMTs.

Gene stated that the purpose of the meeting was to move forward on the action items. At this point, Gene opened the floor for discussion.

**II. Open Discussion**

***Action Item 1 – Develop TMT Plans for I-95 Corridor***

Gene asked the group how quickly I-95 could be shut down in the event of a major incident. Jim Watson (DE Fire Chief's Assoc.) explained that the Fire Police and Fire Chiefs have response zones/areas and can respond at all times of day. He added that if the group determines detour routes, then it is necessary to have control points. Steve Austin stated that the Fire Police would need extra traffic control devices during a major closure (i.e., cones, flares, etc.). Chuck Lightfoot (DelDOT Canal District) suggested having a cache of resources at fixed locations, since trailers would need to be dispatched to the scene (thus adding to the response time).

Steve Austin stated that the plans needed to address: 1) detouring vehicles that want to use the impacted roadway and 2) clearing vehicles that are "stuck" on the impacted roadway.

***Closures between Exit 10 (Harvey Rd.) & Exit 11 (DE 92-Naamans Rd.)***

The group agreed that I-495 would be the detour route in the event that I-95 was closed between exits 10 and 11. Captain Albert Homiak (DSP – Troop 6) stated two alternatives for vehicles stuck between the I-95/I-495 split and the incident scene: 1) US 202 to DE 92 to I-95/I-495 or 2) DE 3 South to Edgemoor Rd. to I-495.



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---

*Closures between Exit 3 (DE 273) & Exit 5 (DE 141)*

Gene referred to this section of I-95 as one of the most critical segments along the Northeast Corridor. Captain Homiak stated that DE 2 and DE 4 would not be acceptable detour routes due to the lack of capacity. Bill Thatcher (DelDOT North District) suggested that the best detour routes would be SR 1/US 40/US 13. Chuck Lightfoot commented that DE 273 has very few access points between I-95 and SR1, which could be closed off to serve as a critical link between the two roadways.

Steve Austin stated that the detour routes must be configured so that emergency vehicles can access the Christiana Hospital at all times.

The group agreed that this section of I-95 would be the primary focus area for the TMT plans and detour route signage pilot program. Steve Austin noted that the national standards for signs are published in the *Manual of Uniform Traffic Control Devices (MUTCD)*, which is available on the internet at:

<http://mutcd.fhwa.dot.gov/pdfs/2003r1/pdf-index.htm>

*Closures between Exit 1 (DE 896) & Exit 3 (DE 273)*

Steve Austin suggested detouring traffic at MD 279 to US 40, but he said that this would need to be coordinated with Maryland State Highway Administration and CHART. Gene commented that the intersection of DE 896 / US 40 is currently operating below capacity, and he added that all of the US 40 signals will soon be added to the TMC system. Chuck Lightfoot expressed concerns with using US 40 between DE 896 and SR 1 because of the heavy commercial activity and high volumes.

Captain Homiak added that the rest area could be used as a turnaround point for vehicles “stuck” on I-95.

*Closures South of Exit 1 (DE 896)*

Captain Homiak suggested using MD 279 (Elkton Rd.) to DE 4 or US 40 to DE 896. He noted that the intersection of DE 896 and US 40 could be used to reroute vehicles back to I-95 because of the double left turn lanes.

Gene stated that the Newark Toll Plaza reconstruction project is also being looked at to ensure that there is enough capacity (i.e. number of cash lanes, E-ZPass, etc.). Marcia Nickle inquired about the percentage of E-ZPass users. Although the group did not have the Newark Toll Plaza figures, Dennis Craighton (DRBA) stated that approximately 53% of vehicles use E-ZPass at the Delaware Memorial Bridge.

***Action Item 2 – Improving DelDOT After-Hours Response***

Gene stated that improving DelDOT’s after-hours response is an action item for all of the TMTs. He stated that the TMTs’ recommendations would be taken to the necessary state officials.

***Action Item 3 –Debriefing After Major Incidents***

The group agreed to hold debriefing meetings immediately after major incidents. The NCC EOC and RECOM will be used to spread information. Jim Watson said that the debriefing meetings could be held at the DE Fire School (New Castle Facility).

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---

***Action Item 4 – List of Upcoming “Planned” Events***

Gene passed around DelDOT’s Standard Operating Procedures (SOP) for the Dover International Speedway events. He suggested that it could be used as a framework for drafting the incident management plan for I-95. Requests for copies of the Dover International Speedway should be directed to Gene.

***Action Item 5 – Immediate Concerns and Short-Term Solutions***

Chief Bill Simpson (Good Will of New Castle Fire Co.) expressed concern over the recent traffic signal outages at Hares Corner. He asked the group if generators were available to provide a temporary fix. Jim Clacher stated that DelDOT vehicles have generators, but there are a limited number of trucks. Using the generators on the trucks means that the trucks are fixed at one location, which is a problem when outages occur simultaneously or along an entire corridor like US 40. Chief Simpson asked if DelDOT has portable generators that can be used instead. Gene stated that DelDOT has numerous portable generators but only a limited number of signal technicians.

Jim Clacher added that DelDOT has a prioritized list of signals for outages, which he will provide for the next meeting. Gene stated that if DSP is at the scene, then the signal is immediately given priority.

Dave Hake (DEMA) asked how DelDOT is aware of signal outages. Gene responded that if the signal is on-line with the TMC computerized system and communication is lost, then the TMC assumes it is an outage and dispatches a signal technician. However, he urged the group not to assume that the TMC is aware of the outage. The group should still report signal failures to the NCC EOC or RECOM, who will then report it to the TMC.

Chuck Lightfoot asked how many signals were on-line with the TMC system. Gene stated that approximately 400 of the 900 signals in the state are currently on the system. He will bring a list of the on-line signals to the next meeting.

***Action Item 6 – Designation of Evacuation Routes***

Marcia Nickle (NCC EOC) attended a recent hurricane conference and shared with the group that large-scale evacuations typically have a common problem – public information. She pointed out that the public is often unaware of what routes to use and where they are being evacuated. Marcia stated that there currently are no designated evacuation routes within NCC. Chief Simpson noted that knowing what routes NOT to use may be even more important. Mark Cassel (Transportation Management Assoc. of Chester Co.) added that knowing where the evacuating population is being sent could not be forgotten during the planning process.

Jim Watson proposed that color-coded static signs be used for the detour/evacuation routes. The group agreed to use I-95 for a color-coded detour signing pilot program. Bill Thatcher stated that in previous diversion plans roadways were color-coded based on height/weight restrictions.

Ms. Nickle asked if reversible lanes could be part of an evacuation plan. Gene acknowledged that this concept has been raised in the Sussex TMTs. He said that reversing two-lane roadways with numerous access points requires a very large amount of resources, which would be extremely difficult to manage effectively and safely.



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*Action Item 7 – Training and Exercises*

Several members of the group listed upcoming training events.

- o April 30 - Dover International Speedway Evacuation
- o May 31 - Port of Wilmington Radiological Exercise

Gene added that it is necessary for the group to recommend training and exercises that are appropriate for the TMTs.

*Action Item 8 – Hockessin/Pike Creek Detour Plans*

Matt Buckley (Edwards and Kelcey) told the group that Chief Jim Sapp (Hockessin Fire Co.) is currently reviewing the detours plans with several Fire Chiefs in the Pike Creek/Hockessin/Chester County, PA area.

**III. Other Comments**

Captain Homiak inquired about when it would be appropriate to include public information officers into the TMT efforts. Gene responded that DelDOT's Public Relations is being kept abreast of the information, and he urged DSP and the DVFA to also add their PIOs to the contact list. Gene stated that eventually the TMTs might want to hold a media event.

**IV. Next Meeting**

**DEMA and the TMTs will be hosting a joint meeting on May 2 at 7:00pm at the Delaware City Fire Hall for the NCC TMTs. The meeting will include a buffet dinner and a special presentation by the National Weather Service.**

**The next N. NCC TMT meeting is scheduled for June 6 at 7:00pm at the DE Fire School in New Castle.**

Any questions or concerns can be directed to Gene at [gene.donaldson@state.de.us](mailto:gene.donaldson@state.de.us) or (302) 659-2404. Additionally, Edwards and Kelcey is providing consulting support and helping assist DelDOT in coordinating the efforts. Tony Clarke and Matt Buckley can be reached at [cclarke@ekmail.com](mailto:cclarke@ekmail.com) / (410) 646-4505 and [mbuckley@ekmail.com](mailto:mbuckley@ekmail.com) / (610) 701-7000, respectively.



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**List of Committee Members and Meeting Attendees**

“X” in attendance

Aiken, Sr.	Priest	Belvedere Fire Company	paiken@wfd.state.de.us
Alexander	Mark	DelDOT Canal District	mark.alexander@state.de.us
X Ambrosino	Jody	Delaware Park	jody.ambrosino@delawarepark.com
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Bracco	Robert	Civil Air Patrol	bobbracco@comcast.net
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Bunting	Jim	DelDOT Traffic	jim.bunting@state.de.us
Capriglione	Michael	Newport Police	mcapriglione@newportpd.state.de.us
Carey	Alan	DE Fire Police Assoc. (Pres.)	abctow8757722@yahoo.com
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Carrow	William	DSP – Communications	Bill.carrow@state.de.us
X Cassel	Mark	Trans. Mgmt. Assoc. of Chester County	mark@tmacc.org
X Clacher	Jim	DelDOT/TMC	jim.clacher@state.de.us
Clarke	Tony	Edwards and Kelcey	cclarke@ekmail.com
Clendaniel	Jack	NCC Fire Police Assoc. (1st Vice Pres.)	CLENDANIELJ@christina.k12.de.us
Cole	Darrel	DelDOT Public Relations	darrel.cole@state.de.us
Colmery	Lewis	DE Towing Assoc.	
Conley	Barbara	DSP – Traffic Section	Barbara.conley@state.de.us
Conway	Gerald	City of Newark Police Department	gconway@newark.de.us
Cox	Daniel	Department of Safety and Homeland Security	dan.cox@state.de.us
X Craighton	Dennis	Delaware River & Bay Authority	dennis.craighton@drba.net
X Daniels	Jerry	NCC Fire Police Assoc. (Former Pres.)	
Davis	Jeff	DelDOT/M&O Toll Operations	jeff.davis@state.de.us
Dempsey	Tucker	DE Fire Chiefs Assoc. (2nd Vice Pres.)	
Domorod	James	DE Health and Social Services/ PHPS	James.Domorod@state.de.us
X Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
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X Fox	John	DE Fire Chiefs Assoc. (NCC Director)	
Gavin	Joe	Army Corp of Engineers (Philadelphia)	Joseph.P.Gavin@usace.army.mil
Giles	George	City of Wilmington Police	ggiles@wilmingtonpd.state.de.us
Giles	Patrick	Elsmere Fire Company	



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Gillespie	Glenn	DEMA	glenn.gillespie@state.de.us
Graybeal	James	DE Division of Fish and Wildlife	James.Graybeal@state.de.us
X Hahn	Robert	DE Fire Police Assoc. (1st Vice Pres.)	gw189c@aol.com
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		NCC Fire Chiefs Assoc. (2nd Vice Pres.) &	
Haley	Eric	Claymont Fire Company	chief@claymontfirecompany.com
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Johnson, III	Martin	DE Police Chiefs Council	mjohnson@doverpd.state.de.us
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X Kavanagh	Steve	Aetna of Newark Fire Company	Chief@aetnahhl.org
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LeMin	Tom	City of Newark Police Department	tlem@newarkpd.state.de.us
Leonetti	Joseph	NCC – Emergency Preparedness	jleonetti@co.new-castle.de.us
Lewis	Randy	DelDOT/TMC	randy.lewis@state.de.us
X Lightfoot	Chuck	DelDOT Canal District	chuck.lightfoot@state.de.us
Lindell	Frank	Five Points Fire Company	
Looney	Thomas	Talleyville Fire Company	
X Maichle	Stephen	Wilmington Manor Fire Company	red2832@aol.com
X Marsh	Chris	DelDOT/TMC	chris.marsh@state.de.us
Marsilii	Paula	NCC – Community Governing	pmarsilii@co.new-castle.de.us
Marvel	Rodney	DE Fire Chief's Assoc. (Pres.)	rmarvel@sussexcountyde.gov
Maxwell	Paul	Holloway Terrace Fire Company	
McDerby	Kevin	City of New Castle Police	kmcderby@newcastlepd.state.de.us
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McLaren	Scott	NCC PD – Traffic Patrol	wsmclaren@co.new-castle.de.us
McMullen	Harry	NCC Fire Police Assoc. (2nd Vice Pres.)	dsfp149a@aol.com
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Morrissey	Michael	City of Wilmington Police	mmorrissey@wilmingtonpd.state.de.us
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X Nickle	Marcia	NCC – Emergency Preparedness	mnickle@co.new-castle.de.us
Outten	Drew	Hockessin Fire Company	
Pack	Rosanne	DEMA	rosanne.pack@state.de.us
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Pratt	Tony	DE Soil and Water Conservation	Tony.Pratt@state.de.us
Quig	Michael	DSP – Troop 6 (Traffic)	Michael.quig@state.de.us



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X Quimby	Paul	NCC Fire Police Assoc. (Pres.)	pquimby@nksdistributors.com
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Rosseel, Jr.	Jamie	Delaware City Fire Company	ch158ief@aol.com
Saggione	Michael	Minquas of Newport Fire Company	
Sapp	Jim	Hockessin Fire Company	jsapphfc@hotmail.com
Seifert	Mark	DSP – Operations	mark.seifert@state.de.us
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Shaw	Brian	Minquadale Fire Company	
Shovlin	Nick	Christiana Mall Public Safety	
X Simpson	William	Good Will of New Castle Fire Company	billsimpson@erols.com
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Strickland	Jim	DEMA	jim.strickland@state.de.us
Subda	John	Minquadale Fire Company	
Szczerba	Michael	City of Wilmington Police	mszczerba@wilmingtonpd.state.de.us
Talley	John	DE Geological Survey	waterman@Udel.Edu
X Taylor	Paul	DSP – Troop 2 (Traffic)	Paul.taylor@state.de.us
X Thatcher	Bill	DelDOT North District	bill.thatcher@state.de.us
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Tillinghast	Jeff	Christiana Fire Company	Chief@christianafc.org
Tjaden	Daniel	Delaware City Police	djaden@delawarecitypd.state.de.us
Truitt	Mike	NCC Fire Police (Task Force Officer)	
Turner, III	James	DEMA	jamie.turner@state.de.us
X Van Den Heuvel	Harry	Civil Air Patrol	harrywhoqb@netzero.net
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Warrick	Les	NCC Fire Chief’s Assoc. (President)	Lwwar14@msn.com
X Watson	Jim	DE Fire Chief’s Assoc. (1st Vice Pres.)	kingshimr@aol.com
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Wilgus	Lance	FHWA	Lance.Wilgus@fhwa.dot.gov
Willey	Michael	DSP – Troop 2	michael.willey@state.de.us
Wilson	David	Mill Creek Fire Company	
Wormley	James	DelDOT Canal District	jim.wormley@state.de.us
Zerolos	Joseph	DE Fire Police Assoc. (2nd Vice Pres.)	

**Northern New Castle County TMT  
Actions Items**

<i>Issues (Action Items)</i>	<i>Priority</i>	<i>"Data" Needs</i>	<i>Submitter(s)</i>	<i>Task Leader</i>	<i>Legislation / Policies?</i>	<i>Status</i>	<i>Comments</i>
<b>1 Develop TMT plans for I-95 Corridor</b> MD line to PA/NJ lines Identify critical areas by exits and interchanges Detour route signage pilot program  <i>Assigned: 3/7/05</i>	<b>Med</b>	DE Turnpike I-95 diversion plan (Fred Bush) Bridges - height & weight restrictions List of signals on computerized system	All			Ongoing	4/4/05 - Agreed to focus on I-95 between DE 273 (Exit 3) & DE 141 (Exit 5).
<b>2 Improve DelDOT's After-Hour Response</b> STATEWIDE TMT ACTION ITEM  <i>Assigned: 3/7/05</i>	<b>High</b>	List of available resources (per time of day) List of DelDOT communication tools	Scott McLaren - NCC Police			Ongoing	4/4/05 - Issue will be addressed Statewide with TMT recommendations.
<b>3 Debriefing after Major Incidents and Events</b>  <i>Assigned: 3/7/05</i>	<b>Low</b>	Agency logs and reports	Marcia Nickle - NCC EOC			Ongoing	4/4/05 - Agreed to hold debriefing meetings immediately after major incidents at DE Fire School (New Castle). Debriefing meeting announcements will be sent via email, NCC EOC, and RECOM.
<b>4 List of Upcoming "Planned" Events</b>  <i>Assigned: 3/7/05</i>	<b>Med</b>	Dover Int'l Speedway SOP Agency SOPs and Incident Management Plans	Marcia Nickle - NCC EOC			Ongoing	4/4/05 - Requests for Dover Int'l Speedway SOP can be made to TMC.
<b>5 Short-Term: Generators for Traffic Signal Outages</b>  <i>Assigned: 4/4/05</i>	<b>High</b>	Prioritized list of intersections for outages	Bill Simpson - Good Will of New Castle			Ongoing	4/4/05 - Agreed that there is a need for portable generators for signal outages. Possibly look into DSP / Fire learning to power traffic signals.
<b>6 Short-Term: Cache of Traffic Control Devices</b>  <i>Assigned: 4/4/05</i>	<b>High</b>	List of critical locations	Chuck Lightfoot - DelDOT			Ongoing	4/4/05 - Agreed that storage facility for traffic control devices is needed for extensive detours.
<b>7 Evacuation Routes - Public Information</b> List of potential incidents (chemical/nuclear facilities, weather, etc.) Detour route signage pilot program  <i>Assigned: 3/7/05</i>	<b>Low</b>	Public information tools Map of facilities	Marcia Nickle - NCC EOC			Ongoing	4/4/05 - Agreed to develop detour route signage demo/pilot project for I-95 between DE 273 (Exit 3) & DE 141 (Exit 5).
<b>8 Training and Exercises</b>  <i>Assigned: 3/7/05</i>	<b>Med</b>	List of agency training and exercises	Gene Donaldson - DelDOT			Ongoing	April 30 - Dover International Speedway evacuation May 31 - Port of Wilmington radiological exercise
<b>9 Hockessin / Pike Creek Detour Plans</b> DE 7, 41, 48  <i>Assigned: 1/05</i>	<b>Med</b>		Jim Sapp - Hockessin Fire	Jim Sapp - Hockessin Fire		Review	