



**MINUTES OF MEETING**  
**Southern NCC TMT Meeting**  
**March 23, 2005**  
**DEMA Facility**



**Date:** March 30, 2005  
**Meeting Date:** March 23, 2005  
**Location:** DEMA Facility  
**Purpose:** Southern NCC Transportation Management Team (TMT) Kickoff Meeting

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

**Handouts provided during the meeting:**

- Southern NCC TMT Contact List
- Southern NCC Transportation Map

**I. Opening Remarks**

Gene Donaldson (DeIDOT/TMC) welcomed the group and opened the meeting with brief introductions from the meeting attendees. He listed several accomplishments to date including the countywide TMT meetings in New Castle County (Jan. 25), Sussex County (Feb. 9), and Kent County (Mar. 2). At the New Castle County TMT Kickoff Meeting, the group agreed to proceed with TMT's for north and south of the C&D Canal.

Next, Gene gave a brief background on the TMT concept. He discussed levels of response for different "levels" of incidents. Gene also explained DeIDOT's roles in the Delaware Emergency Operations Plan (DEOP) Emergency Support Functions. DeIDOT is the primary agency for ESF 1: Transportation and ESF 3: Public Works and Engineering.

Gene stated that the purpose of the meeting was to develop short-term and long-term action items for the critical issues and concerns affecting emergency response in Southern New Castle County. After the meeting goals, Gene opened up the floor for discussion.

**II. Open Discussion**

***Traffic Control***

Gene asked the group if there is a designated person at the incident scene in charge of managing traffic at the incident site (Scene 1) and the surrounding area (Scene 2). Chief Jim Watson (DE Fire Chief's Assoc.) stated that within NCC the Fire Police and DSP are working together to improve traffic control.

Dave Carpenter (NCC EOC) expressed concern with the different traffic control training courses and exercises used by the TMT agencies. He suggested that the TMT develop a uniform inter-agency traffic control plan with training courses. Dave noted that the TMT does not need to start from scratch in developing the traffic control plan. He noted that a former DeIDOT employee, Joe Vattilana, wrote a manual and other agencies have similar manuals and training exercises (e.g., City of Phoenix Fire Department and National Highway Institute).



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***Communications***

Larry Alfree (Civil Air Patrol) asked how the TMT agencies will communicate while managing incidents. Gene stated that one of the goals of the TMTs is to have standard operating procedures for inter-agency communications. He said that communication already exists between the TMC and the 911 Centers/EOCs. He mentioned that DelDOT has integrated with DSP CAD, but they still need to integrate with the counties.

Mr. Alfree asked if DelDOT is automatically aware of incidents that affect the transportation system. Gene answered that DelDOT/TMC is not always aware, and that Police/Fire/etc. should not assume that DelDOT knows of the incident.

Chief Watson stated that integrating the various agency radios is critical. Dave Carpenter suggested having TMC channels for the counties instead of statewide. Dave asked if the TMTs should communicate directly with the TMC; however, it was agreed upon that at this time agencies should continue to follow their own standard procedures.

***DelDOT's After-Hours Resources and Response***

Lt. Alice Bailey (DSP Troop 9) stated that the DSP relies heavily on DelDOT resources for support at the scene. She suggested that the group focus on improving DelDOT's after-hours response. Gene noted that this issue has been brought up at the other TMT meetings, and it will be addressed at the statewide level.

Dave Carpenter suggested that DelDOT and other agencies provide a list of resources – e.g., equipment, personnel, vehicles, materials. Chief Ray Barcus (Townsend Fire Company) stated that the NCC Fire Chief's Association is working on a resources list.

***Critical Coverage Areas***

Dave Carpenter suggested that the group focus on the SR 1 / US 13 corridor and the DE 896 / DE 71 / US 301 corridor. Lt. Alice Bailey (DSP Troop 9) noted that road closures affecting the four C&D Canal bridges are critical to the entire state and region.

Chief Ray Barcus (Townsend Fire Company) expressed concerns with the limited access to SR 1, and he stated that there is an immediate need for more crossovers. Lt. Bailey added that DSP frequently used two breaks in the guardrail along SR 1 (near the C&D Canal Bridge); however, the gaps are no longer there. Gene stated that at the time of the SR 1 design there may have been concerns for motorists illegally using the crossovers. Lt. Bailey stated that illegal use is not a serious problem (approx. 3 tickets per month).

Gene said that DelDOT will bring roadway information (i.e. volumes, accidents, etc.) to upcoming meetings, and he urged the attendees to continue to provide their expertise and identify where and when problems exist.



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***Leadership***

The group agreed that Jim Wormley (DeIDOT Canal District) would be the leader for the Southern NCC TMT.

**III. Action Items**

See attached spreadsheet.

**IV. Next Meeting**

The group proposed to hold future meetings **on the second Tuesday of each month.**

**The next meeting will be held on Tues., April 12 at 6:30pm at the Townsend Fire Hall.**

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 DeIDOT 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

	Alexander	Mark	DelDOT Canal District	mark.alexander@state.de.us
X	Alfree	Larry	Civil Air Patrol	rlalfree@aol.com
	Austin	Steve	Emergency Responder Safety Institute	steveaustin@earthlink.net
X	Bailey	Alice	DSP – Troop 9 (Traffic)	alice.j.bailey@state.de.us
	Bailey	Frank	Volunteer Hose of Middletown Fire Company	fbailey@vhc27.com
	Baldwin	Richard	Smyrna Police	Rbaldwin@smyrnapd.state.de.us
X	Barcus	Patrick	NCC Fire Police (Task Force Officer)	firefighter269a@aol.com
X	Barcus	Raymond	Townsend Fire Company	rbarcusjr@townsendfirecompany.org
	Bock	Ken	DelDOT/DTC	ken.bock@state.de.us
	Bracco	Robert	Civil Air Patrol	bobbracco@comcast.net
X	Brennan	Jerry	DE Fire School	jerry.brennan@state.de.us
	Briggs	Lewis	DSP – 911 Operations	Lewis.Briggs@state.de.us
	Brokenbough	Larry	DelDOT/DTC	larry.brokenbough@state.de.us
X	Buckley	Matt	Edwards and Kelcey	mbuckley@ekmail.com
	Bunting	Jim	DelDOT Traffic	jim.bunting@state.de.us
	Carey	Alan	DE Fire Police Assoc. (Pres.)	abctow8757722@yahoo.com
X	Carpenter, Jr.	Dave	NCC – Emergency Preparedness	dcarpenter@co.new-castle.de.us
	Carrow	William	DSP – Communications	Bill.carrow@state.de.us
X	Clacher	Jim	DelDOT/TMC	jim.clacher@state.de.us
X	Clark	Raymond	Townsend Fire Company	
X	Clark, Jr.	Rickie	Townsend Fire Company	manxtopcat57@aol.com
	Clarke	Tony	Edwards and Kelcey	cclarke@ekmail.com
	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
X	Connelly	Thomas	Townsend Fire Company	
	Cox	Daniel	Department of Safety and Homeland Security	dan.cox@state.de.us
	Daniels	Jerry	NCC Fire Police Assoc. (Former Pres.)	
X	Davis	Jeff	DelDOT/M&O Toll Operations	jeff.davis@state.de.us
	Dempsey	Tucker	DE Fire Chief's 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
	Faust	Patricia	DelDOT/TMC	patricia.faust@state.de.us
	Ford	Paul	DelDOT/DTC	pford2@state.de.us
	Fox	John	DE Fire Chief's Assoc. (NCC Director)	
	Gavin	Joe	Army Corp of Engineers (Philadelphia)	Joseph.P.Gavin@usace.army.mil
	Getty	Ken	Odessa Fire Company	
	Gillespie	Glenn	DEMA	glenn.gillespie@state.de.us
	Graybeal	James	DE Division of Fish and Wildlife	James.Graybeal@state.de.us
	Hahn	Robert	DE Fire Police Assoc. (1st Vice Pres.)	gw189c@aol.com
X	Hake	David	DEMA	dave.hake@state.de.us
	Haley	Eric	NCC Fire Chief's Assoc. (2nd Vice Pres.) & Claymont	chief@claymontfirecompany.com



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		Fire Company	
Hess	Tory	DelDOT/TMC	tory.hess@state.de.us
Hickox	William	DelDOT/DTC	william.hickox@state.de.us
Hill	Brian	Clayton Police	bhill@claytonpd.state.de.us
Johnson, III	Martin	DE Police Chiefs Council	mjohnson@doverpd.state.de.us
Keen	Brooks	Citizens Hose of Smyrna Fire Company	BKeen29928@aol.com
Kennedy	Patrick	FHWA Traffic Operations and Safety	patrick.kennedy@fhwa.dot.gov
Kernan	Michael	DE Fire School	Michael.kernan@state.de.us
Laing	Gary	DelDOT Public Relations	gary.laing@state.de.us
Leonetti	Joseph	NCC – Emergency Preparedness	jleonetti@co.new-castle.de.us
Lewis	Randy	DelDOT/TMC	randy.lewis@state.de.us
Lightfoot	Chuck	DelDOT Canal District	chuck.lightfoot@state.de.us
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
McGinnis	John	DelDOT/DTC	john.mcginis@state.de.us
McLaren	Scott	NCC PD – Traffic Patrol	wsmclaren@co.new-castle.de.us
McQueen	Nathaniel	DSP – Troop 9	Nathaniel.McQueen@state.de.us
Mitchell	David	Homeland Security Advisor	David.Mitchell@state.de.us
Mulford	Joseph	DSP - RECOM (PSAP Manager)	joseph.mulford@state.de.us
Nickle	Marcia	NCC – Emergency Preparedness	mnickle@co.new-castle.de.us
Pack	Rosanne	DEMA	rosanne.pack@state.de.us
Poppe	Wally	DE Fire Chief's Assoc. (NCC Director)	wpoppe3@aol.com
Pratt	Tony	DE Soil and Water Conservation	Tony.Pratt@state.de.us
Purcell	Galen	DSP – Troop 9	Galen.Purcell@state.de.us
Quimby	Paul	NCC Fire Police Assoc. (Pres.)	pquimby@nksdistributors.com
Reuther	Kurt	DNREC	kurt.reuther@state.de.us
Roberts	David	NCC PD – 911 Communications	djroberts@co.new-castle.de.us
Rosseel, Jr.	Jamie	NCC Fire Chief's Assoc. (1st Vice Pres.) & Delaware City Fire Company	ch158ief@aol.com
Ruppert	Tom	Clayton Fire Company	
Schoeffler	Frank	Port Penn Fire Company	
Seifert	Mark	DSP – Operations	mark.seifert@state.de.us
Setting	Elmer	NCC PD – Traffic Patrol	esetting@nccopd.state.de.us
Smith	Edward	DE National Guard	Edward.smith@de.ngb.army.mil
Spradlin	Marcia	DelDOT Canal District	marcia.spradlin@state.de.us
Streets	William	NCC PD – 911 Communications	wfstreets@co.new-castle.de.us
Talley	John	DE Geological Survey	waterman@Udel.Edu
Truitt	Mike	NCC Fire Police (Task Force Officer)	
Turner, III	James	DEMA	jamie.turner@state.de.us
Warner	Suzanne	DelDOT OIT	suzanne.warner@state.de.us
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
X Weishaupt	Jonathan	DelDOT/TMC	jonathan.weishaupt@state.de.us
Wilgus	Lance	FHWA	Lance.Wilgus@fhwa.dot.gov



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X	Wood	Norman	Smyrna Police	nwood@smyrnapd.state.de.us
X	Wormley	James	DelDOT Canal District	jim.wormley@state.de.us
	Zerles	Joseph	DE Fire Police Assoc. (2nd Vice Pres.)	

**Southern New Castle County TMT  
Action Items**

<i>Issues (Action Items)</i>	<i>Priority</i>	<i>"Data" Needs</i>	<i>Assigned</i>	<i>Submitter(s)</i>	<i>Task Leader</i>	<i>Legislation / Policies?</i>	<i>Status</i>
<b>1 Develop TMT plans for Critical Corridors and Areas</b> DE 1 / US 13 DE 896 / DE 71 / US 301 DE 9 SR 1 Limited Access and Crossovers C&D Canal Bridges	<b>Med</b>	Traffic volumes & roadway capacities Accident data Bridges - height & weight restrictions DeITrac tools (existing and proposed) Detour route checklist Roadway construction (existing and proposed) Capital Transportation Program	3/23/2005	Alice Bailey - DSP Ray Barcus - Townsend Fire Co. Dave Carpenter - NCC EOC			Ongoing
<b>2 Improve DeIDOT's After-Hour Response</b> <i>STATEWIDE TMT ACTION ITEM</i>	<b>High</b>	List of available resources (per time of day) List of DeIDOT communication tools	3/23/2005	Alice Bailey - DSP Dave Carpenter - NCC EOC Jim Watson - DE Fire Chief's Assoc.			Ongoing
<b>3 Improve Communications</b> Understanding Roles & Responsibilities	<b>High</b>	List of communication tools available (per agency) List of common terminology	3/23/2005	Dave Carpenter - NCC EOC Jim Watson - DE Fire Chief's Assoc.			Ongoing
<b>4 Improve Maintenance of Traffic (Traffic Control)</b> Safety is #1 priority Uniform, Inter-agency Training	<b>Med</b>	Previous DeIDOT materials (Joe Vattilana) Phoenix Fire Dept. and NHI training material List of available training courses	3/23/2005	Dave Carpenter - NCC EOC			Ongoing