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Meeting Minutes

Meeting Location	DelDOT TMC DEMA Training Room	Minutes No.	1516/KC-7
Meeting Date/Time	October 25, 2012 1:00 – 3:00 PM	Client	Delaware Department of Transportation
Issue Date	2012	Type	<input checked="" type="checkbox"/> Meeting <input type="checkbox"/> Conf. Call
Subject	Kent County TMT Meeting	Project	Transportation Management Team Program
Prepared By	Alvin Marquess	Project No	E3X36701

Attendees	Organization	Telephone	Email Address
Jamie Bethard	DNREC	302-632-0264	Jamie.Bethard@state.de.us
Jerry Brennan	Delaware State Fire School	302-739-4773	Jerry.Brennan@state.de.us
Dwayne Day	DelDOT/TMC	302-659-4604	Dwayne.Day@state.de.us
Gene Donaldson	DelDOT/TMC	302-659-4601	Gene.Donaldson@state.de.us
Jennifer Duval	Jacobs	610-701-7000	Jennifer.Duval@jacobs.com
Maria Fantini	DelDOT Central District	302-760-2412	Maria.Fantini@state.de.us
John Gaines	DelDOT	302-760-2335	John.Gaines@state.de.us
Warren Jones	DVFA	302-535-4566	wjones@dvfassn.com
Tom Lankford	DelDOT Central District	302-760-2419	Tom.Lankford@state.de.us
Gerald Nagyiski	DelDOT/Safety	302-222-5977	Gerald.Nagyiski@state.de.us
Alvin Marquess	Jacobs	443-326-5366	Alvin.Marquess@jacobs.com
Greg Pawlowski	DelDOT	302-760-2256	Gregory.Pawlowski@state.de.us
Charles Sawchenko	DSP – Troop 3	302-697-4454	Charles.Sawchenko@state.de.us
Brent VanLith	DelDOT	302-760-2333	Brent.VanLith@state.de.us

Item	Comments	Responsible Party/Action	Date Due
1.	<p><u>Purpose</u></p> <p>This Kent County TMT Meeting was the first TMT meeting to be held in the new daytime format in an attempt to bolster attendance of those agencies who could not attend evening meetings due to overtime restrictions. Agenda items included: review of March 7th Kent County TMT minutes, an update on the new TMT format, response trailers update, special events update, a presentation on the various plans that have been created, project updates, and a briefing about a recent tanker incident which occurred on SR 1. Gene Donaldson (DelDOT) started the meeting with a round of introductions.</p>	None	None
2.	<p><u>Review of March 7, 2012 Kent County Meeting Minutes</u></p> <p>The minutes of the March 7, 2012 Kent County TMT Meeting were accepted without comment.</p>	Jacobs will finalize minutes	ASAP

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3.	<p><u>New TMT Format and Time:</u></p> <p>Gene Donaldson presented to the group the new TMT meeting format. Gene explained that the evening format was not working as there were only a few folks attending and not every agency was present due to overtime issues within certain agencies. More agencies were available to attend during the afternoon. There will be an effort to reach out to the volunteer fire departments to see if there is a way they can get representation to the day meetings. Gene explained that future meetings will be held at various facilities with optional tours of the facilities following the meetings. If anyone has ideas for facility tours, please let Gene know. He added that he'd like to include a briefing or critique at each meeting of a recent incident.</p>	None	None
4.	<p><u>Response Trailers</u></p> <p>Dwayne Day gave a presentation about the 8 response trailers that DeIDOT has recently put into service. Dwayne advised the group that the trailers are equipped with signs in the incident management color of fluorescent pink and sign stands, cones, barricades, and a generator. The trailers are currently located for rapid deployment at the Biddles and I-95 toll plaza, with one to be located at the Dover toll plaza soon. Additional trailers are located at the TMC, Middletown, Gravel Hill, Georgetown and Dagsboro maintenance facilities. These trailers are available to any agency requesting them for rerouting traffic during major incidents. Anyone needing one of these trailers can contact the TMC and they will arrange for deployment.</p>	None	None
5.	<p><u>Special Event Updates</u></p> <p>Jerry and Dwayne provided an update to recent and upcoming special events. These updates included:</p> <p>FireFly Music Festival – This event was a so successful last year that the promoter has signed a three year contract. They will be back next year three weeks after the NASCAR race. There were approximately 25,000 in attendance and it is expected the crowd size will grow for future events. The event was successful in part due to the fact that the same people who had worked the NASCAR event had worked the FireFly event. The event did stretch DeIDOT and other agencies resources. Daily briefings helped with the success as well.</p> <p>NASCAR – The NASCAR event went very well although attendance was down from last year. There is a committee which meets every month throughout the year to plan the event. There were no complaints following the event and there were not many surprises.</p> <p>Punkin Chunkin – This event is growing in popularity and every year the attendance increases especially with sponsors such as the Discovery Channel. The challenge is bringing the folks in through many back roads and manning the many road closures which must be put into place. The attendance numbers are now around 80,000</p>	None	None

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	<p>and during the peak time 9:30 – 11:00 it is expected that they will have approximately 1400 cars per hour per lane entering the event. The event is next weekend and with the impending storm coming in parking the vehicles in fields will be challenging. Once the road closures are put in place they will remain closed until Sunday. One issue raised which needs to be addressed is the fact that there are no markers in the parking areas identifying locations which makes it hard for emergency responders to locate issues which may be reported to them. Gene mentioned that the state is looking into how to better manage these large private events. He attended a meeting last week where they discussed the use of state resources for these events and possibly requiring permits or other requirements of the organizers.</p>		
<p>6.</p>	<p><u>TMT Plan Review</u></p> <p>Gene started off this segment by talking about the All Hazards Evacuation plans and his interest in trying to update these plans possibly starting next July.</p> <p>Jen Duval gave a PowerPoint presentation with a brief overview of the most recent plans which have been developed to include the Snow Emergency plan, the Bridge Closure plan, and the Toll Plaza Modified Operations plan. Dwayne added that these plans are the direct result of after actions sessions that took place after last year’s snow storms and Hurricane Irene.</p> <p>Gene advised the group that the DeIDOT Traffic Information App is now ready in the Android format. They are still working on the iPhone version which should be ready soon. These apps will be available to the public prior to Thanksgiving. The app includes live broadcast of DeIDOT’s radio station: 1380 AM, WTMC.</p>	<p>None</p>	<p>None</p>
<p>7.</p>	<p><u>Projects</u></p> <p>Gene talked about the need for coordination of roadwork projects with the emergency response community to keep all informed and to aid in responders having a plan to traverse through major roadwork projects as part of the design process. He provided an example of how this can work, such as the requests which DeIDOT has been receiving from responders on crossovers. A result of these requests is that DeIDOT has convened a crossover review committee to review requests.</p> <p>Dwayne added that DeIDOT has been meeting quarterly with the Fire Police. DeIDOT is tracking action items, however, Dwayne encouraged everyone to submit requests via #77 instead of waiting until meetings to report on them.</p> <p>The roadwork projects which were discussed included:</p> <p>Carter Rd. project update (Greg Pawlowski)</p> <ul style="list-style-type: none"> • In mid-late January a portion of the road will be closed to through traffic (local only). • There will be a two-day detour for a pipe replacement in late January. 	<p>None</p>	<p>None</p>

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	<ul style="list-style-type: none"> •Detour and closure information will be provided through DelDOT’s automated process. Pearsons Corner (Greg Pawlowski) •Project will be completed in about a month. US 13 repaving plan through Dover (Brent VanLith) •This project is wrapping up, and most of the work is being done at night. •There will be the installation of a bus stop at the old Walmart in Dover. •The downtown streets of Dover including Division, Water and Governors Avenue are being paved at night and full closures are not expected. SR1/SR30 Grade Separated (John Gaines) •Had pre-construction meeting yesterday. •Construction is expected to start 11/19 and will last 1½ years. West Dover Connector (John Gaines) •Project cleared for federal funding. •Anticipated to start in the fall of 2014 and to last 2 years. West Railroad Ave (Gene Donaldson) •This road will be closed for 2 months in the spring or summer of 2013. •Suggested that the Camdem/Wyoming Fire and Dover Fire coordinate response efforts for the duration of the closure. <p>Gene added that all projects are reviewed to determine where technology can be added.</p>		
<p>8.</p>	<p><u>Open Discussion</u></p> <p>Gene advised the group that he would like to include post incident debriefings at the TMT meetings. He started this effort off by mentioning the two major incidents that had occurred along SR 1 in the prior week, one of which had the road closed for 12 hours.</p> <p>Jamie from DNREC gave an overview and showed pictures (www.citizenshosecompany.com/gallery.cfm) of the 12 hour closure event which was caused by a propane tanker leaking on the side of SR 1. When the driver noticed the leak, he continued to drive the vehicle to a safe place away from houses prior to parking and exiting the vehicle. Jamie reported that all agencies worked well together and DelDOT and DSP handled the traffic well. DNREC was able to plug the leaking tanker and relocate it off the highway. This very same truck and driver suffered another leaking episode in Maryland which resulted in US 50 near the Bay Bridge being closed for several hours. There were a couple of issues identified involving responders trying to get too close to the scene before it was deemed safe. According to Jamie, these issues have been addressed.</p>	<p>None</p>	<p>None</p>
<p>9.</p>	<p><u>Next Meeting</u></p> <p>The South Frederica Interchange project was suggested as a topic for the next meeting. Jacobs will send out a meeting announcement for the next meeting once scheduled.</p>	<p>All – please submit ideas for meeting topics and facility tours</p>	<p>On-going</p>