



**MINUTES OF MEETING**  
**Kent County February TMT Meeting**  
**February 7, 2006**  
**Kent County 911 Center**



**Meeting Date:** February 7, 2006  
**Location:** Kent County 911 Center  
**Purpose:** Kent County Transportation Management Team (TMT) Meeting

**List of Committee Members and Meeting Attendees:**

First Name	Last Name	Agency	Email
Lester	Boney	City of Dover Police	lester.boney@cj.state.de.us
Robert	Bracco	Civil Air Patrol	bobbracco@comcast.net
Gene	Donaldson	DeIDOT/TMC	gene.donaldson@state.de.us
Glenn	Gillespie	DEMA	glenn.gillespie@state.de.us
Joseph	Huttie	DSP – Troop 3 (Traffic)	joseph.huttie@state.de.us
Edward	Marecki	DSP - KENTCOM (PSAP Manager)	Edward.Marecki@state.de.us
Allen	Metheny, Jr.	Kent Co. Emergency Management	allenmetheny@yahoo.com
Kurt	Reuther	DNREC	kurt.reuther@state.de.us
Derek	Voight	Edwards and Kelcey	dvoight@ekmail.com
Regis	Wagner	Edwards and Kelcey	rwagner@ekmail.com
Charles	Walls	Kent Co. Fire Police Assoc. (Pres.)	

**Handouts provided during the meeting:**

1. Agenda
2. Kent County All-Hazards Evacuation Annex – February DRAFT
3. Statewide Action Item List
4. Tabletop After Actions Report
5. Re-entry and Recovery Outline

**I. Opening Remarks**

Gene Donaldson (DeIDOT) opened the meeting with introductions.

**II. Statewide Action Item Plan**

**DeIDOT’s After-Hour Response**

Regis stated that EK is currently investigating DeIDOT’s after hours response and performing analysis to better understand if program expansion or schedule modification is warranted to improve response. Gene stated that the after hours response of DeIDOT is currently a high priority item.

**DAFB Communications Working Group**

Regis explained that the next DAFB Detour Book has been distributed to committee members in CD and hard copy format. There is also a DAFB Communications Working Group scheduled for March 7<sup>th</sup> at the Kent 911 Center.



**MINUTES OF MEETING**  
**Kent County February TMT Meeting**  
**February 7, 2006**  
**Kent County 911 Center**



---

**TMT Communications Working Group**

The Tabletop After Actions Report has been completed and is currently being distributed at all TMT meetings. The report summarizes the events and lessons learned at the March 29, 2006 Tabletop exercise at the Delaware Fire School.

**Transportation Management Training**

Regis explained that EK has completed a safety focused training program that is being currently under review by DeIDOT. The program is being presented to DeIDOT in an upcoming March 13<sup>th</sup> meeting. Once approved a rollout schedule for the training program will be discussed with the various TMT's.

**Quick Clearance Policy**

Derek detailed that Gene explained that he is in the process of developing a Quick Clearance Committee. This committee will decide how Quick Clearance policies will be rolled out statewide.

Regarding the Pilot Towing Program, Gene added that the program is currently working on drafting some internal procedures and tracking forms, once this task is complete meetings will be held with DSP regarding program training and roll-out date.

**Statewide Transportation Management Detour Plans**

Currently the emphasis is on completing the Kent County All Hazards Evacuation Plan. Work will continue on the detour plans once the evacuation report is completed.

**Spanish Language Aid for Incident Response Booklets**

Regis stated that all books have been distributed and have been confirmed received throughout the State. Gene stated that he has additional copies if agencies would like to supplement their original order.

**III. Tabletop Exercise After Actions Report**

The Tabletop After Actions Report resulting from the March 29<sup>th</sup> 2006 Tabletop exercise was distributed at this meeting. Regis briefly reviewed the layout of the report and the findings that were contained within.

**IV. Kent County All Hazards Evacuation Status**

Derek spoke to the group on the status of the revisions to the Kent County All Hazards Annex. The revisions have been made according to the comments of the Kent TMT and the Draft was now awaiting final comments DEMA. Derek stated that the 2007 Draft of the Annex would be available for the next Kent TMT meeting.



**MINUTES OF MEETING**  
**Kent County February TMT Meeting**  
**February 7, 2006**  
**Kent County 911 Center**



**V. Detour Mapping Interface – Demonstration**

Derek demonstrated a new interactive mapping interface that has been designed to display detours with only a few mouse clicks. The interactive maps have been designed using the existing detours and evacuation routes as designed by the Kent TMT members. In both instances, detours and evacuation, it displays an overall county-wide map where the user can simply click an incident area and zoom to the local level detours. The detour mapping contains the both the overall detour route and is zoom-able down to the control point level by simply clicking on the control point. The interactive evacuation map calls out the critical intersections and is zoom-able to those critical intersection control point layouts.

Derek highlighted the advantages of the interactive mapping over the traditional map books, in that they are easily updated and able to be accessed directly from incident scene via a wireless internet connection. Gene mentioned that this mapping will be easily incorporated with DeIDOT new live mapping option available on the DeIDOT website.

Gene demonstrated the new Live Traffic Maps that are available on the DeIDOT website. Information available includes weather, incidents and on-going construction projects. Gene explained that the Live Traffic Map is still under construction and more information will be added to it, including the possibility of incorporating the detour mapping for the called out incident areas.

**VI. Reentry and Recovery Planning Outline**

Derek presented the Reentry and Recovery Outline to the group as a starting point for the upcoming Reentry and Recovery Planning that will be addressed in this coming year with the TMT's. Derek explained that the outlined was drafted from the comments that were generated at the Joint Kent and Sussex in December 2006.

**VII. Open Discussion**

During the closing of the meeting the possibility of changing the meeting time to a daytime meeting was raised. All participants agreed that a daytime meeting schedule would be acceptable with their schedules. It was decided that the next meeting would be scheduled as a day meeting. The meeting was to be scheduled via email once a common date was established.

Any questions or concerns can be directed to Gene Donaldson 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. Regis Wagner can be reached at [rwagner@ekmail.com](mailto:rwagner@ekmail.com) / (610) 701-7000.

TMT Website: <http://www.deldot.net/static/projects/tmt/>