



**MINUTES OF MEETING**  
Kent County TMT Meeting  
March 05, 2008



**Meeting Date:** March 05, 2008  
**Location:** Kent County 911 Center  
**Purpose:** Kent County TMT Meeting

**List of Meeting Attendees:**

Last Name	First Name	Agency	Email
Bernat	Paul	City of Dover Police	paul.bernat@cj.state.de.us
Bracco	Robert	Civil Air Patrol	bobbracco@comcast.net
Day	Dwayne	DelDOT/TMC	Dwayne.Day@state.de.us
Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Gillespie	Glenn	DEMA	glenn.gillespie@state.de.us
Greenley	Will	Citizens Hose of Smyrna	wgreenley44@gmail
Huttie	Joseph	DSP – Troop 3 (Traffic)	joseph.huttie@state.de.us
Duckett	Kisha	Orth-Rodgers & Associates	blittleton@orth-rodgers.com
Littleton	Bruce	Orth-Rodgers & Associates	kduckett@orth-rodgers.com
Marsh	Chris	DelDOT/TMC	chris.marsh@state.de.us
Metheny, Jr.	Allen	Kent Co. Emergency Mgt	allenmetheny@yahoo.com
Sammons	Ray	City of Dover PD	ray.sammons@cj.state.de.us
Walls	Charles	Kent Co. Fire Police Assoc. (Pres.)	
Zeroles	Joseph	DE Fire Police Assoc. (Past Pres.)	Jmz4730@aol.com

**Handouts provided during the meeting:**

1. Agenda
2. Statewide Action Items List
3. 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.

**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



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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 8<sup>th</sup> 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 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 Transportation Evacuation Committee & Item 9 – Debris Management 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.

The Army Corps of Engineers has an Evacuation Plan on the Peninsula. The question was raised if anything has been done to coordinate this plan with the current evacuation plans. While there has not been any direct coordination with the Army Corps, the current County Evacuation Plans were coordinated with Maryland representatives to provide consistency across state boundaries.

The recommendation was made that a meeting be coordinated with the fire chiefs at one of the County Fire Chief's meeting to get their signoff on the detour plans prior to rollout for actual use.

**V. Open Discussion**

The Dover Speedway Evacuation Plan and a Security Plan for bus and rail are in the works as well.

The Salem Creek Evacuation plan has been updated and is now available on the TMT website.

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](mailto: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](mailto:blittleton@orth-rodgers.com) or (215) 735-1932. Revisions to the minutes can be emailed to Kisha Duckett at [kduckett@orth-rodgers.com](mailto:kduckett@orth-rodgers.com)

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