



MINUTES OF MEETING
Kent County TMT Meeting
February 4, 2009



Meeting Date: February 4, 2009
Location: Kent County 911 Center
Purpose: Kent County TMT Meeting

List of Meeting Attendees:

Last Name	First Name	Agency	Email
Bracco	Robert	Civil Air Patrol	bobbracco@comcast.net
Clacher	Jim	DelDOT/TMC	jim.clacher@state.de.us
Day	Dwayne	DelDOT/TMC	Dwayne.Day@state.de.us
Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Duckett	Kisha	Orth-Rodgers & Associates, Inc.	kduckett@orth-rodgers.com
Getek	Steven	City of Dover Police	steven.getek@cj.state.de.us
Huttie	Joseph	DSP – Troop 3 (Traffic)	joseph.huttie@state.de.us
Littleton	Bruce	Orth-Rodgers & Associates, Inc.	blittleton@orth-rodgers.com
Metheny, Jr.	Allen	Kent Co. Emergency Management	allenmetheny@yahoo.com
Schwalb	Richard	Kent Co. Fire Police Assoc.	SCH573@aol.com
Strickland	Jim	DEMA	jim.strickland@state.de.us
Walls	Charles	Kent Co. Fire Police Assoc.	
Zeroles	Joseph	DE Fire Police Assoc.	Jmz4730@aol.com

Handouts provided during the meeting:

1. Agenda
2. September 3, 2008 Meeting Minutes
3. Statewide Action Items List
4. Kent County Action Items List

I. Opening Remarks

Gene Donaldson began the meeting with brief introductions followed by a review of the agenda. He mentioned that the September 3, 2008 Kent County TMT meeting minutes were handed out and comments could be sent or given now. There were no comments to the minutes at the meeting. Gene reviewed the Statewide Action Items List and the Kent County Items List. Dwayne Day presented highlights of the statewide Draft Debris Management Plan and the Draft All Hazards Evacuation Plan for Individuals Requiring Special Transportation Assistance. Lastly, Bruce Littleton did a quick recap of the status of the detours and discussed the dates of the next meeting.



MINUTES OF MEETING
Kent County TMT Meeting
February 4, 2009



II. Statewide Action Item List

- **Item 1 - Improve DelDOT's After Hour Response** – Nothing new to report
- **Item 2 - DAFB Communications Working Group** – T Construction of the Route 1/Route 9 interchange began in the Fall 2008. The next meeting of this group is anticipated for April 2009.
- **Item 3 - Establish TMT Communications Working Group** – Nothing new to report
- **Item 4 - Conduct Transportation Management Training** – Recently the course was offered at the DE Fire School.
- **Item 5 - Presentation on the DelDOT Process for Roadway Projects** – Nothing new to report
- **Item 6 - Develop Recommendations for "Safe Quick Clearance" Policy** – The committee has been reconvened to discuss next steps.
- **Item 7 - Develop Statewide Transportation Management Plan** – Anticipation completion date for the pilot detour areas is April 2009.
- **Item 8 - All Hazards Non-Typical Transportation Evacuation Committee** – A final draft document will be sent to the committee and the TMT's once completed.
- **Item 9 - Debris Management Committee** – It is anticipated that a final draft document will be sent to the committee and the TMT's by the end of February.

III. Kent County Action Items List

- The action item for review of the signal timings in Dover has been added to the Action Item List since the last meeting that includes:
 - Route 8 & Kenton Road (check the EB left turn – potential conflict)
 - Saulsbury Road & Route 8 (There are NB/SB issues on Saulsbury Road in the afternoon around 4:15/4:30)
 - South Queen Street & Water Street (This used to run under fixed timing)
 - Check North/South progressions thru the downtown signal system

Jim Clacher addressed the progress that DelDOT is making to address these issues. He pointed out that traffic volumes have shifted, and the predominant flows are now East/West as opposed to North/South and the signal timings have been adjusted to reflect this change. All of the signals in



MINUTES OF MEETING
Kent County TMT Meeting
February 4, 2009



downtown Dover have been reverted to a fixed time system to aid in the flow of traffic through the downtown grid. He is working now to adjust the timings as well as introduce traffic actuation and make the signal system traffic responsive.

IV. Debris Management Plan and All Hazards Evacuation Plan for Individuals Requiring Special Transportation Assistance Update

- Dwayne Day (DelDOT) presented an overview of the Debris Management Plan and the All Hazards Evacuation Plan for Individuals Requiring Special Transportation Assistance.
- Both plans are intended to be all hazards, and able to be utilized for a scalable event. Both plans are being prepared with committee input from key stakeholders.
- The Debris Management Plan is approximately 90% complete. The anticipated completion date of the draft plan is April 2009. At that time, the plan will have gone once more out to the committee and will also be sent through the TMT's for their review.
- The All Hazards Evacuation Plan for Individuals Requiring Special Transportation Assistance is approximately 75% complete. We are in the process of completing the information gathering/data collection phase. Once that phase is completed, the work will be performed on the operational side of the plan.
- A major area of concern is quantifying the number of individuals in private homes that need special transportation assistance. The 911 Centers do have a voluntary list, it is the responsibility of the individual to self register. There are HIPAA regulations etc. that need to be followed. DEMA has brought GeoDecisions on board to develop a statewide spatial database that can be used to identify the locations of individuals or institutions that may require transportation assistance in the event of an evacuation.

V. Detour Status

- Bruce Littleton updated the group on the status of the detours. The Pilot area for Kent County will be SR 1 (DE Rte. 9 to Exit 119, will be extended to the Sussex Co. Line, resources permitting) and US 13 (Scarborough Road in Dover to the New Castle County Line). It is anticipated that all of the pilot area detours will be completed and reviewed over the next two meetings with the CD's available for distribution as soon as any comments received at the second meeting can be incorporated.

VI. Open Discussion

- The question was raised about the development of East/West detours. Gene indicated that we will finish the pilot area first, complete the US 13 corridor from Dover to the Sussex County Line and then work on the East/West Routes.



MINUTES OF MEETING
Kent County TMT Meeting
February 4, 2009



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- The members present asked if they could get a copy of the Sussex CD for US 13 to get a feel for the future format on the CD's. ORA will send 10 copies of the Sussex County CD's to Allen Metheny to deliver to interested parties.
 - Allen Metheny (Kent 911 Center) mentioned that on April 14, 2009 an all-day Emergency Operations Center (EOC) Interface course sponsored through DEMA will be offered. The course will be held at the Kent County 911 Center and all those who might have a representative in the 911 Center at the time of an event are invited to attend. Formal invitations will be in the mail shortly.

The next meeting date is scheduled for March 4th at the same location (Kent County 911 Center).

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 or (302) 659-4601. Additionally, ORA is providing consulting support and Bruce Littleton can be reached at blittleton@orth-rodgers.com or (215) 735-1932. Revisions to the minutes can be emailed to Kisha Duckett at kduckett@orth-rodgers.com

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