



MINUTES OF MEETING
Joint Sussex County TMT Meeting
February 4, 2009



Meeting Date: February 18, 2009
Location: Ellendale Fire Company Fire Hall
Purpose: Joint Sussex County TMT Meeting

List of Meeting Attendees:

Last Name	First Name	Agency	Email
Bayles	Buzzy	Ocean City EMA	bbayles@ococean.com
Brown	Curtis	DSP – Troop 5 (Traffic)	curtis.brown@state.de.us
Coffman	Edward	MDSHA/CHART	ecoffman@sha.state.md.us
Day	Dwayne	DelDOT/TMC	Dwayne.Day@state.de.us
DelleDonne	Bill	Rehoboth Beach Fire Company	bill.dd@verizon.net
Donaldson	Gene	DelDOT/TMC	gene.donaldson@state.de.us
Duckett	Kisha	Orth-Rodgers & Associates, Inc.	kduckett@orth-rodgers.com
Knowles	Warren	Civil Air Patrol	warren_knowles@hotmail.com
Littleton	Bruce	Orth-Rodgers & Associates, Inc.	blittleton@orth-rodgers.com
Reed	Jeff	DelDOT/South District	jeff.reed@state.de.us
Turner, III	James	DEMA	jamie.turner@state.de.us
Wallace	Lauren	Civil Air Patrol	lwal216904@aol.com
Weishaupt	Jonathan	DelDOT/TMC	jonathan.weishaupt@state.de.us

Handouts provided during the meeting:

1. Agenda
2. October 15, 2009 Meeting Minutes
3. Statewide Action Items List
4. Sussex County Action Items Lists (3)
5. Sussex County Route 13 Detour CD dated January 15, 2009

I. Opening Remarks

Gene Donaldson began the meeting with brief introductions followed by a review of the agenda. He mentioned that the October 15, 2008 Sussex County TMT meeting minutes were handed out and comments could be sent or given now. One change to the attendee list was noted, and updated minutes will be emailed. Gene reviewed the Statewide Action Items List and the Sussex County Items Lists. 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 discussed the status of the detours and gave a brief tutorial on how to use the Route 13 detour CD that was distributed.



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II. Statewide Action Item List

- **Item 1 - Improve DelDOT's After Hour Response** – Nothing new to report
- **Item 2 - DAFB Communications Working Group** – The Construction of the Route 1/Route 9 interchange began in the Fall 2008. The next meeting of this group is anticipated for April 2009. The DAFB also has an air show scheduled for June 20, 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 at the fire police annual meeting. Jeff Reed asked if this should be included as part of the agenda for South District's April training sessions. Gene will work with the District to provide what is needed.
- **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** – Anticipated 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 for review and sign-off.
- **Item 9 - Debris Management Committee** – It is anticipated that a final draft document will be sent to the committee and the TMT's once completed for review and sign-off.

III. Sussex County Action Items List(s) – 3

Eastern Sussex County Action Items List – The only note for Eastern Sussex was to make the group aware that the Indian River Inlet Bridge is under construction.

Central Sussex County – Nothing new to report

Western Sussex County Action Items List – The only note for Western Sussex was the status report on the DE Route 404 construction. The bridge has been completed and the traffic is now on the new alignment but only in single lanes. The old alignment is being removed and the second lanes for each direction being constructed. Construction is anticipated to be complete in June 2009.

Gene emphasized that if there are other projects that should be added to the list, please let us know and we will be sure to add them.



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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. These plans are a part of a larger response effort that is covered by multiple plans, all coming under the Unified Incident Command System. Gene emphasized that both plans are being prepared with committee input from key stakeholders.
- The Debris Management Plan is approximately 95% 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. All modes of transportation have been reviewed.
- Establishing priorities will be a key issue in both plans.
- In the debris plan, life and safety threats will be handled first.
- Dwayne mentioned that a cost tracking system for reimbursement will be a key concern, particularly for the Debris Management 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, and 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.

Questions/Comments on the Debris Plan:

- Jeff Reed asked if the Debris Management Plan addressed the issue of coordination with Utilities for downed power lines or other utility conflicts. The plan does address the need for coordination with the utility companies.
- The comment was made about the number of fuel/propane tanks that are handled in just basic debris removal. There will be a large number to handle in the event of a major storm. Pots Nets was given as a good example.
- It was mentioned that incarcerated individuals may be able to assist pushing the debris off private property as they have in previous events.



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Questions/Comments on the Non-Typical Plan

- Jamie Turner raised a question about evacuation route support for sudden medical needs (with ALS/BLS), including floating law enforcement officers. The medical personnel would be able to assist if an emergency arises during the evacuation of the general public as well as provide coverage in the event a medical concern arises during special needs transport. There are also approximately one dozen ambo-buses that would be accessible statewide.
- DHSS is requiring that all facilities (i.e. nursing homes and assisted living facilities) have an evacuation plan prepared beyond fire drills that provides for the complete evacuation of the facility.
- The Department of Corrections (DOC) is in the process of implementing mutual aid agreements with other states to aid should the need arise to evacuate the DOC's facilities.
- Buzzy Bales asked if Delaware had a number available for the foreign student population statewide that may need to be evacuated. This is not currently being addresses. Buzzy noted that the number of foreign students in Ocean City, Maryland is estimated between 5,000-6,000 students during the summer season. Maryland is anticipating busing the students to Baltimore.

V. Detour Status

- The Route 13 detours in Sussex County have been completed. A CD containing all of the detours as well as the printed binder were made available to the attendees. Bruce Littleton reviewed the contents of the CD. Committee members are encouraged to begin reviewing the files and start using the detours, and to provide back feedback.
- The Route 13 detours will be updated on the website this week, and an email sent to the committee once this has been completed. Future versions of the detours will always have a date. Detours will be available on CD or via the DeIDOT website, with a minimal number of hard copies available for distribution.

VI. Open Discussion

The next meeting date is scheduled for Wednesday, March 18, 2009 at the same location (Ellendale Fie Hall).

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>