

BALTIMORE REGIONAL OPERATIONS COORDINATION COMMITTEE
SHA Statewide Operations Center Training Room
7491 Connelley Drive, Hanover, Maryland
January 31, 2007
10:00 A.M.

ATTENDEES

Bala Akundi – Baltimore Metropolitan Council
John Contestabile – Maryland Department of Transportation
David Dabkowski – Maryland Transportation Authority Engineering
Joe David – Whitman Requardt
John Frazier – Baltimore City Fire Department
Mark Harris – Maryland Department of Transportation
Breck Jeffers – Federal Highway Administration, Maryland Division
Tanya King – Daniel Consultants, Inc.
Chris Letnaunchyn – Carroll County DPW – Bureau of Engineering
Larry Mabe – Harford County EOC
Patty Murawski – State Highway Administration/CHART
Kathie Raynor – Maryland Transportation Authority
Dave Roehmer – Maryland Transportation Authority
Eileen Singleton – Baltimore Metropolitan Council
Don Smith – Maryland Transportation Authority

WELCOME AND INTRODUCTIONS: Chris Letnaunchyn called the meeting to order at 10:00 A.M.

TODAY'S MEETING OBJECTIVES: The primary objectives of the meeting were to provide an update on the Regional Protective Action Coordination Guidelines and Agreement and determine the regional scores for the Traffic Incident Management Self Assessment.

[Handouts: B-ROC Agenda and B-ROC Meeting Presentation]

APPROVAL OF MINUTES FROM THE SEPTEMBER 27TH, 2006 MEETING: The meeting minutes were approved.

UPDATE ON THE REGIONAL PROJECTS OF INTEREST

Regional Protective Action Coordination Guidelines (RPACG): Eileen Singleton reported that the purpose of this document is to provide strategies for regional coordination for large-scale events requiring protective actions that are non-routine, affect multiple jurisdictions, and overwhelm resources of a jurisdiction. The seven local jurisdictions, state, and other agencies participated in the creation of the guidelines and the agreement. The Agreement is an addendum to the existing Baltimore Region Emergency Assistance Compact and it includes coordination concepts in five areas:

1. Command and Management
2. Communications
3. Public Information and Warning
4. Evacuation
5. Reception and Shelter

The Guidelines document focuses on actions that need regional coordination and is not developed to replace or supersede local or state plans. The Guideline provides common terminologies, a decision tree, and coordination strategies which build on the five areas found in the Agreement. The appendices of the document provide agency-specific information.

The decision tree contains questions to aid the incident responders to locate the appropriate part of the guidelines during a particular incident. There are command system diagrams to show how command and coordination should be implemented during a regional incident.

The Guidelines offer a regional shelter concept for a large-scale event, which was developed based on input from the American Red Cross. Under this concept, each jurisdiction will open two to five (2 to 5) pre-designated reception centers/shelters to create a shelter "net" in the region. The populations at the reception centers/shelters will be redistributed as necessary. Additional locations will be opened and closed as the situation allows. Initially, pets will be accepted with the ultimate goal of moving them out of shelters. There will be no regional special needs shelters; however, the jurisdictions may open their own.

The Guidelines and Agreement are complete, and posted on a secure web page www.baltimorerpap.com (contact Eileen Singleton at esingleton@baltometro.org for access). The agreement has been signed by a majority of participating agencies, with MEMA representing all the state agencies (i.e., MDOT, MSP, etc.) The next step is to create a memorandum documenting details on additional tasks that were beyond the scope of this project but should be pursued. Discussions are still ongoing to determine which agency/organization will be responsible for maintaining and updating the document.

[Handouts: Addendum to Baltimore Region Emergency Assistance Compact]

TRAFFIC INCIDENT MANAGEMENT (TIM) SELF-ASSESSMENT: Breck Jeffers informed the group that the TIM Self-Assessment is a FHWA initiative that began in 2003. The self-assessment is a tool that was created to help the top 75 regions determine how they are performing. The scores are not compared with other regions; however, the scores are used by FHWA to identify the areas in which the most states could benefit from additional studies. This was the case a few years ago, when most of the regions had low scores in performance measures. The assessments are to be completed with inputs from all jurisdictions every 3 years. The scores for the assessment are whole numbers from 0-4, with 4 being the best.

The regional score is to be used only by the region to identify areas in need of improvement and areas that have shown improvement. It will not be distributed outside the B-ROC Committee.

The overall group score was 65.1%, up by 4 percent from the previous year. One area where we see improvement in scores is in the performance measures section, where the average score is 2, which is up from 1.

The group awarded low scores (average 2 per question) in the Responder and Motorist Safety category. The questions in this section ask about responder training, on-scene traffic control procedures that are in compliance with the MUTCD, use of traffic control at the end of queue, and staging and emergency lighting procedures. The group justified the score noting that there are in-field traffic incident exercises, but they invite only a select few agencies or the big regional exercises only have a small traffic incident component. It was suggested that the Baltimore region look to combine training exercises with planned events that disrupt normal traffic conditions, similar to the training exercise that occurred in the National Capital region on the 4th of July in 2006.

The group awarded high scores in the Response and Clearance Policies and Procedures Section, noting that agencies have been training personnel in the National Incident Management System (NIMS).

OTHER BUSINESS:

Contra-flow: Recently, contra-flow has been in the headlines as an option for increasing capacity on roads for a quicker evacuation. To determine if contra-flow is viable for the Baltimore region, the region is requesting Urban Area Security Initiative funds to study contra-flow to determine the following:

- What conditions should be present during an emergency for implementation of contra-flow
- What the worst and best practices are
- What complexities are involved in contra-flow
- What manpower, signs, and road identifiers (e.g., painting route numbers on roads) are needed

It was also noted that the study can be combined with an SHA study that looks specifically at implementing contra-flow on the Baltimore-Washington Parkway in the Baltimore region. The Transportation Research Board (TRB) will also be conducting a study on contra-flow during emergencies.

NEXT MEETING SCHEDULE: The next meeting will be held on Wednesday, April 11, 2007.