

BALTIMORE REGIONAL OPERATIONS COORDINATION COMMITTEE
SHA Statewide Operations Center Training Room
7491 Connelley Drive, Hanover, Maryland
April 11, 2007
10:00 A.M.

ATTENDEES

Bala Akundi – Baltimore Metropolitan Council
Mammen Daniel – Daniel Consultants, Inc.
Joe David – Whitman Requardt
George Frangos – Howard Co. DPW
Mark Harris – Maryland Department of Transportation
Sgt. Janet Harrison – Maryland State Police
Tanya King – Daniel Consultants, Inc.
Chris Letnaunchyn – Carroll County DPW – Bureau of Engineering
Earl Lewis – Maryland Transit Administration
Alvin Marquess – State Highway Administration/CHART
Roxanne Mukai – Maryland Transportation Authority
Patty Murawski – State Highway Administration/CHART
Kathie Raynor – Maryland Transportation Authority
Eileen Singleton – Baltimore Metropolitan Council

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 projects of interest, review the Baltimore Region Transportation Incident Response Coordination Plan, review the Traffic Incident Management Self Assessment Scores, and provide an overview of the Traffic Incident Management Performance Measures Study in which Maryland is participating.

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

APPROVAL OF MINUTES FROM THE JANUARY 31ST, 2007 MEETING: The meeting minutes were approved.

UPDATE ON THE REGIONAL PROJECTS OF INTEREST

Management and Operations (M&O) Strategic Deployment Plan: Eileen Singleton reported that the final plan has been completed, and she is scheduled to present the plan at the Baltimore Regional Transportation Board (BRTB) Board Meeting in May and will provide a detailed presentation at the next B-ROC Committee meeting in June.

BALTIMORE REGION TRANSPORTATION INCIDENT RESPONSE COORDINATION (TIRC)

PLAN: Eileen Singleton stated the TIRC Plan was created and sent out electronically in 2004. Questions were posed to the group:

- Who takes ownership of the plan to ensure updates are made?
- Where should the document be stored?
- Do we still need this plan, or do other plans contain the necessary information?

Discussion ensued around the ownership of the plan. This is a regional plan and should be owned by an agency that covers multiple areas (e.g., Maryland Department of Transportation (MDOT), State Highway Administration (SHA), Maryland Emergency Management Agency (MEMA), etc.). MEMA may not be the ideal agency for taking ownership because the TIRC Plan is intended for routine type incidents and not for large scale incidents that require MEMA involvement.

The owner of the Plan would also need to decide how often it gets updated. Updates would be needed to the telephone list, road network, MOUs, procedures, etc. The guide also needs to be updated to include the MTA.

The group agreed that the information should be stored on the web and in a PDF format. WebEOC and the CHART website were two proposed locations. All agencies have access to WebEOC; however, it is designed for response to large incidents. Currently, the CHART website is not available to all counties; however, many counties have CHART workstations and there is a push to get a workstation in every county.

It was noted that much of the information available in the Plan is available in other places, such as WebEOC and the Baltimore Region Protective Action Coordination Guidelines. WebEOC has the emergency management road network, equipment list and potential regional shelters. The Baltimore Region Protective Action Coordination Guidelines have updated MOU information and some shelter location information. A summary of the information is also included in the Maryland Statewide Incident Manual Field Guide (which started out as a regional guide for the Baltimore Area). The field guide was designed to be a companion guide to the TIRC.

[Handouts: Baltimore Region Transportation Incident Response Coordination Plan]

TRAFFIC INCIDENT MANAGEMENT (TIM) SELF-ASSESSMENT: Tanya King provided an overview of the TIM Self Assessments that were discussed at the January meeting. Overall, the 2007 scores are higher than the previous years (2003, 2004, and 2006). The 2006 scores were not discussed with all the agencies in the region, but were created based on input from SHA's CHART program. There was a slight drop in the Program and Institutional Scores in the region. The Operational Issues section saw an increase, and the Communications and Technology Issues section also showed an increase from the last regional scores.

TRAFFIC INCIDENT MANAGEMENT (TIM) PERFORMANCE MEASURES: Tanya King provided an overview of the FHWA Focus State Initiative. Eleven (11) states (including Maryland) are participating in the study. The eleven states chosen are considered leaders in the development of TIM programs. The goal of the study is the development of a nationally recognized, consensus-based performance measures in order to support evaluation of the effectiveness of TIM programs and practices throughout the country. There were two workshops held, and among the participants were CHART and MSP personnel. The first workshop established common terminology for all the states and ten possible performance measures and objectives. At the second workshop, two objectives and the performance measures were selected. The first objective was to "Reduce Roadway Clearance Times" and the second objective was to "Reduce Incident Clearance Times." The eleven states are collecting the information and another workshop will be held to discuss the following:

- What worked and why
- What did not work and why
- Lessons Learned
- What's Next

OTHER BUSINESS:

Re-energizing the B-ROC Committee: The participation from Police and Fire Response Personnel has waned. The Committee feels that it is important to increase participation for the different agencies. It was noted that as participation in the B-ROC decreases, so does field coordination.

It was suggested that a Baltimore Region Incident Management Forum be held. Either one forum would be held to address the needs of executives and field personnel or two forums would need to be held. Committee members suggested potential presentation topics:

- Coordination
- Evacuation
- Emergency Management Plans
- Overall needs for Incident Management in the Baltimore Region
- Benefits of Incident Management
- Memorandum of Regional Cooperation (MORC) Implementation

It was suggested that the B-ROC Committee contact MDOT and FHWA for potential support and funding for the forum(s).

Exercises: MTA is holding an exercise in the near future. The exercise will test communications and technology. Prior to the exercise, there will be an Equipment Rodeo to show people what each of the agencies has and to ensure that the core components work.

Training: The I-95 Corridor Coalition will be hosting a Quick Clearance Workshop in the Baltimore region on June 21, 2007, and June 22, 2007. The target audience for the first day is field responders and for the second day is executives.

Condolences: The Committee took a moment to remember Chief John R. "Jack" Frazier, who died of a heart attack on Friday, April 6, 2007. Chief Frazier, a retired Baltimore firefighter, rose to Bureau Commander and was still working as the Department's legislative liaison in Annapolis. He served on the B-ROC Committee since its inception in 2000.

NEXT MEETING SCHEDULE: The next meeting will be held on Wednesday, June 6, 2007, at the Statewide Operations Center Training Room in Hanover, Maryland.