

TRANSPORTATION & PUBLIC WORKS COMMITTEE

December 13, 2021

9:30 A.M.

Online Meeting

MINUTES

1. WELCOME AND INTRODUCTIONS

Mr. Chris Letnaunchyn opened the meeting; attendees introduced themselves.

2. COMMENTS ON NOTES FROM SEPTEMBER 13, 2021, MEETING

There were no comments on the minutes.

3. UASI GRANT APPLICATION GUIDANCE PROCESS

Jeramie Calandro reviewed the draft *Grant Application Plan and Guidance* that she developed to create a process for requesting Urban Area Security Initiative funds and to incorporate opportunities for committees to answer questions from the Urban Area Homeland Security Work Group members.

She highlighted Section 3: Grant Application Development. Committee members are encouraged to discuss proposed projects with their UAWG representative and fiscal representative. Ms. Calandro will provide a list of these representatives to Ms. Singleton to distribute.

Subsection 3.3 Grant Development Activities presents the proposed process to select projects for funding. As part of the process, committee chairs meet with the UAWG in a special meeting to brief them about project details and provide an opportunity to answer questions.

Section 5 provides an opportunity to include a project scoring process, Ms. Calandro is researching past approaches and will work with the UAWG to determine if a project scoring will be used.

The Appendix includes a calendar that shows this process kicking off in January with project development. The estimated schedule is shown below.

Ms. Calandro also requested input from the committee on another section of the THIRA/SPR related to Natural and Cultural Resources. While these capabilities do not fall specifically under the roles of attendees, they were able to provide some suggestions on functional area gaps and follow up, particularly in the damage assessment functional area. Baltimore City staff noted that they have to answer similar questions for on WIFIA loans and could share this information with Ms. Calandro.

[Handout: Transportation & Public Works Committee Notes for Agenda; Draft UASI Grant Application Plan and Guidance 09102021]



4. USING THE *CLIMATE CHANGE RESOURCE GUIDE*

Ms. Singleton requested that T&PW Committee members distribute the *Climate Change Resource Guide* to their colleagues that were interviewed during the project and anyone else that should see it. The deliverables from the project are: Guide, Toolkit in a writable PDF format, and overview presentation. She then went through the overview presentation as a reminder of the contents of the Guide.

The next step is to integrate the Guide into department processes, which could be different in each jurisdiction depending on how the departments are structured and responsibilities are assigned. For example, in some jurisdictions, facility management falls under DPW and in others, it falls in a different department.

Some ideas for integrating the Guide into agency procedures:

- Present to department managers at one of their meetings, within DPW and in other departments that are involved in projects, such as Planning & Zoning, Sustainability, etc.
- Include references to the Guide in project checklists
- Baltimore City has a Sustainability and Resiliency Subcabinet that includes various working teams; Kim Grove will present to this group.
- Reference in local plans, such as Climate Action Plans, Baltimore City's Disaster Preparedness and Planning Project update

Ideas for places to present the Guide to inform of its availability:

- Baltimore Urban Waters Partnership - Ms. Singleton presented the Guide to this group at its December 2nd meeting.
- Chesapeake Water Environment Association – has a conference coming up in June, Ms. Grove is involved in this group.
- County Engineers Association of Maryland – has a conference in spring, managers from Harford and Howard counties are leaders in this group.
- Regional Utility Conference – coming up fall/winter; Ms. Grove is on the steering committee.

Other comments:

- MDE has recently published [Advancing Stormwater Resiliency in Maryland \(A-StoRM\) Maryland's Stormwater Management Climate Change Action Plan](#) which provides an overview of plans for updating stormwater quantity control standards for watersheds.
- Reminder that the Guide applies to operations and maintenance and smaller projects, not just large capital projects.

Ms. Singleton said that she is available to present on the Guide to any group. The presentation is available for any members to present also. She requested if T&PW members make a presentation on the Guide that they let Ms. Singleton know so she can track who has heard about the Guide.

[Handout: Transportation & Public Works Committee, Notes for Agenda; Climate Change Resource Guide Presentation]

5. GROUP DISCUSSION

State Snow Plow Contract: The Maryland Department of General Services (DGS) is working on a state snow removal contract, with the goal to have it in place by October 2022. DGS staff is investigating the level of interest of local jurisdictions in using this contract. It was noted that for the most part, local jurisdictions would only use the state contract for large storms. It was also noted that municipalities and schools might be interested in using the state contract if the counties and larger cities have already contracted with many of the snow plow contractors.

Ms. Singleton noted that there is a question about whether jurisdictions would be able to get reimbursed from FEMA if they use the state contract because FEMA procurement requirements are stricter for non-state entities than for states. She will find out if the non-state procurement requirements can be appended to a state contract being used by a local jurisdiction.

Pandemic Operations Update: Attendees observed traffic approaching pre-pandemic levels.

Upcoming Events:

- Military Bowl in Annapolis: December 27, 2021
- Polar Bear Plunge, Sandy Point State Park: February 3 – 5, 2022
- Peach Bottom Nuclear Power Plant Bi-annual Exercise: April 2022

[Handout: Transportation & Public Works Committee, Notes for Agenda]

6. COMMITTEE UPDATES

UASI Project Proposals from T&PW Committee: As discussed earlier in the meeting, project proposals from UAWG committees will be solicited in early 2022 to prepare for the UASI NOFO.

The project submitted last year addressed cybersecurity needs of water treatment facilities; it was suggested that the project be submitted again.

Disaster Debris Planning Task Force: At the December 9th meeting, staff from FEMA procurement office presented on contracting requirements to be followed to enable reimbursement for declared emergencies. The Task Force requested guidance on how the text on using non-emergency contracts for emergency use would need to be revised to enable reimbursement. Any contract reimbursement must follow the FEMA procurement rules

7. OTHER BUSINESS

Several years ago, NOAA led the development of the [Maryland Marine Debris Emergency Response Guide](#) for Maryland's coastal jurisdictions. Each year, NOAA updates the contacts in the document; Ms. Singleton sent the request for updates to the Debris Task Force representatives from coastal jurisdictions.

2022 Meetings – March 14, June 13, September 12, December 12

ATTENDEES

Members

Assam Ahmad, Baltimore City Dept. of Public Works
Alex Baquie, Anne Arundel Co Dept. of Public Works
Bethany Brown, Maryland Dept. of Human Services
Kimberly Grove, Baltimore City Dept. of Public Works
Ann Haskins-Brookover, Baltimore City Dept. of Public Works
Chris Letnaunchyn, Carroll Co Dept. of Public Works
Keith Link, Baltimore Co Dept. of Public Works
JJ Lynott, MDOT Maryland Transit Administration
Timothy Peck, MDOT State Highway Administration
Mike Sheffer, MDOT State Highway Administration
Kristofer Singleton, Howard Co Dept. of Public Works
Kristen Skogsberg, Maryland Dept. of Transportation
Samuel Snead, Baltimore Co Dept. of Public Works
Steve Walsh, Harford Co Dept. of Public Works

Staff

Jeramie Calandro, Baltimore Metropolitan Council
Blake Fisher, Baltimore Metropolitan Council
Eileen Singleton, Baltimore Metropolitan Council