

MORPC Mobility Needs Evacuation Plan

Planning Guidance for Evacuation of the Transportation Needs Populations of Central Ohio

STEERING COMMITTEE

Date: October 23, 2009 at 2:00 p.m.
Location: MORPC Office, Columbus, Ohio

Participants:

Ken Zaklukiewicz	Baker	703.317.6253	KZaklukiewicz@mbakercorp.com
Nancy Lyon Stadler	Baker	216.776.6814	nlyonstadler@mbakercorp.com
Mike Pompili	OSU (Kettering)	641.864.0723	pompili.4@osu.edu
Marty Miller	Miller PR	614-424-6060	mmiller@mprllc.com
Brian Gallagher	Delaware EMA	740.833.2181	bgallagher@co.delaware.oh.us
Jeff McElroy	American Red Cross	614.402.9380	mcelroyj@usa.redcross.org
Brad Schwartz	OEMA	614.799.3090	bschwartz@dps.state.oh.us
Rudi Blaser	OEMA	614-799-3825	rblazer@dps.state.oh.us
Jamie Stout	FCEMHS	614.794.0213	jlstout@franklincounty.ohio.gov
Marian Thompson	ODOT	614.466.2168	marian.thompson@dot.state.oh.us
Nancy Druga	Ohio EMA	614.889.7151	
Mike Fielding	CPH	614.645.6572	mjfielding@columbus.gov
Darcy Palmer	CPH	614.645.6572	

1. Opening Remarks and Introductions

Dan Haake (MORPC) welcomed everyone to the meeting and asked each person to introduce themselves. The purpose of the meeting was to review the progress on developing a regional evacuation plan for the seven county areas.

2. Project Introduction

Ken Zaklukiewicz (Baker) reviewed the agenda for the meeting and gave a brief introduction of the project. Ken noted that we need to establish a balance between FTA and MORPC, specifically addressing the terms functional needs vs. mobility needs. Ken noted that “mobility needs” may not be “special” but may simply mean “*carless*” and mobility is just one component of functional needs. It is important that we refine the definition for the project consistent with the grant goals. (FTA uses mobility needs.) Ken emphasized that the document we are developing is not intended to replace existing local county plans but to serve as a supplement, and he reminded the Committee that this project will be a model for other U.S. regions.

Ken noted that the project has four (4) distinct phases that involve input from three (3) distinct groups. The four (4) phases are:

- Phase I: Research and Analysis
 - Information gathering & gap identification

- Coordination with Kettering Foundation research
- Phase II: Planning
- Coordination and visioning
 - Intensive outreach to specific groups
- Phase III: Adoption
- Consensus building among stakeholders
 - Incorporate comments into final plan
- Phase IV: Implementation
- Design signage
 - Create reference materials

The three (3) distinct groups providing input are:

1. Steering Committee
2. Stakeholders
3. Focus Groups

3. Kettering Foundation Research

Mike Pompili (OSU/Kettering) shared that an important outcome from his years of experience in public health was to engage the public in a constructive and not confrontational manner. He stated that the Kettering Foundation is researching the best ways to communicate with the public before, during and after an emergency. Kettering is conducting a series of fall forums to gather public input regarding communication needs, scheduled for December 2009. It was noted that the emphasis for the Kettering Foundation is on communication while this MORPC project is focusing specifically on mobility and transportation needs, driven by the requirements of the FTA grant.

A comment was made that the plan needs to be multi-faceted and take into consideration the various types of disasters that might occur in Central Ohio. Ken noted that the plan will not be hazard-specific; however, it will explore the various drop-off points pending shelter activation.

4. Project Status

Ken Zaklukiewicz noted that the project was research driven and has approximately 15 components. He gave an overview of the project status which includes the following deliverables to date:

- Final schedule/kickoff meeting
- Researched and analyzed existing emergency evacuation plans for the seven (7) county area
- Agreement on the definition of “mobility needs”
- Identified key stakeholders
- Outreach Plan was developed and approved
- Project website (50% completed)
- Existing Conditions Report draft
- Plan outline and option paper

Next Month (November 2009), the activities will include:

- Identification and mapping the mobility needs population in the region (GIS mapping)
- Creating the MORPC public website
- Determination of transfer pick up points

Additional tasks beyond the plan include signage, education materials, etc., as defined in the project scope.

Ken noted that the project is still on schedule to be completed by September 2010.

5. Plan Structure

Ken reminded the Steering Committee members that MORPC was to develop a regional preparedness/evacuation plan in 2007, which included: decision making, planning, public communications, special needs, operations, sheltering and training. This current project was to be a continuation of the 2007 regional evacuation plan, to be integrated into that document. However, the 2007 regional evacuation plan was not developed. Therefore, we have to consider the best way to proceed given the circumstances and the requirements of the FTA grant. With those constraints, it seems that the best way to do develop an effective mobility needs plan is to create a document that will supplement the existing evacuation plans for each county. This will require some flexibility, due to the variation between county plans. An overarching plan that directs operations for the entire 7-county region is not viable because the various county plans do not follow a common format. Ken suggested that an appendix might be the best way to proceed because it that could supplement the existing plans and annexes, and it can be cross referenced or customized and incorporated into annexes at the county level.

6. Existing Conditions Report

Ken reviewed the draft Existing Conditions Report. This is the process used to develop the matrix:

- Identified planning initiatives/tools required to meet evacuation needs (best practices).
- Compared the required planning initiatives to in-place plans and resources which enables planners to more accurately evaluate the region's capabilities.

Ken pointed out that the matrix identifies resources and plans, it notes gaps or lack of information in specified areas, and it provides recommendations. He further noted that the project is taking a two-tiered approach to develop the matrix through an in-depth review of the plans and by content validation.

The Steering Committee was asked to review the matrix for accuracy and provide feedback. The information in the matrix will be kept MORPC-confidential.

7. Public Outreach Program Status

Marty Miller (Miller Public Relations) provided a brief introduction of her firm noting that most of their work is geared towards effective grassroots engagement. She noted that the evacuation planning process is flexible so adjustments can be made as necessary. The Outreach Plan is a living document that will be adjusted as needs develop and are identified. Marty added that there would be some areas where she and Mike would collaborate.

8. Steering Committee Action Items

The Steering Committee considered three (3) items for action:

1. **Finalize the definition.** In order to move the project forward, the Steering Committee was asked to define the population being affected by the plan. FEMA, the FTA and the State of Ohio all use different terminology; i.e., FEMA uses “special” needs, the FTA uses “mobility” needs and Ohio uses the term “functional” needs. The current definition of the target population is:

Individuals who cannot drive or who do not have access to a vehicle and may require transportation support for successful evacuation. This support may include accessible vehicles (e.g., lift-equipped or vehicles suitable for transporting individuals who use oxygen) or information about how and where to access mass transportation during an evacuation.

Several suggestions were made to make sure we use terminology the public can relate to and that will also stand the test of time. Following discussion by the Steering Committee, the following definition was agreed upon for the population to be addressed by the document developed for this project:

Transportation Needs Population

2. **Approval of Plan Appendix Outline.** Ken reviewed the plan structure and stated that the intended outcome was to have one document that can be used by all seven (7) counties. The Steering Committee was asked to reach agreement on how we would refer to the planning document. Comments from the Steering Committee members included suggestions that it needs to be an “operational” document; it should be a planning guide and not prescriptive. The plan should allow individual counties to “cherry pick” parts of the plan that would be helpful to them. The Steering Committee agreed to the following working title for the document:

Planning Guidance for Evacuation of the Transportation Needs Populations of Central Ohio

Further discussion was held regarding the content of the plan. Nancy Lyon Stadler (Baker) asked if MORPC wants or needs an overarching plan or guidance for the seven counties. It was suggested that there are critical elements that each county should know about the others. The plan could not be a stand-alone plan since there is no regional evacuation plan. The question was posed as to whether continuity is lost by “cherry-picking” as was earlier suggested. Dan stated that it would be difficult to develop a document at this point that would be adopted by all jurisdictions, given the differences between the existing county evacuation plans. It was suggested that we each need to identify ten (10) pieces of information that will be needed regionally.

Ken added that a lot of good ideas were generated at this meeting, with good participation from the Steering Committee. He said we need to focus our efforts on what matters and what should be done. He said information would be sent out electronically and asked that the Steering Committee get their suggestions to Baker to determine the priorities. Steering Committee members may contact Ken directly if they wish to discuss

any specifics (703-317-6253, KZaklukiewicz@mbakercorp.com). Suggestions and comments are due by November 6, 2009.

Based upon the group's discussion, the document will consist of three main components: general guidance, operational information (checklists and maps), and an over-arching common operating picture. It will not repeat information that is available in CPG-301 and other available documents.

3. Validation of Existing Condition Reports. The Steering Committee was asked to review the draft Existing Conditions Report and provide comments to Ken by November 20, 2009.

9. Questions & Answers

Jamie asked what GIS data would be provided to the counties, layers or maps. They would prefer to have an updated GIS file for their continued use. Community Research Partners is working on mapping for Franklin County. Ken requested that counties with available GIS data bases should send files to Baker for incorporation into this project to avoid duplication of effort.

Meeting Adjourned