



## MEETING NOTES

**JOINT MEETING  
MANAGEMENT, OPERATIONS, AND  
INTELLIGENT TRANSPORTATION SYSTEMS (MOITS)  
POLICY AND TECHNICAL TASK FORCES**

*District of Columbia*

*Bowie*

*College Park*

*Frederick County*

*Gaithersburg*

*Greenbelt*

*Montgomery County*

*Prince George's County*

*Rockville*

*Takoma Park*

*Alexandria*

*Arlington County*

*Fairfax*

*Fairfax County*

*Falls Church*

*Loudoun County*

*Manassas*

*Manassas Park*

*Prince William County*

**CHAIRS:** Honorable David Snyder, City of Falls Church, and  
Lora Byala, Washington Metropolitan Area Transit Authority

**DATE:** Tuesday, July 12, 2005

**TIME:** 1:30 P.M.

**PLACE:** COG, 777 North Capitol Street, NE  
First Floor, Room One

**ATTENDANCE:**

Raul Catangui, Synergy Alliances  
Soumya Dey, DDOT  
James Gaston, GDI Communications LLC  
Brian Glenn, FTA  
Noah Goodall, Parsons Brinkerhoff  
Doug Hansen, Fairfax County DOT  
Al Himes, Alexandria Transit  
Egua Igbinosun, MDOT/SHA/CHART  
Thomas Jacobs, University of Maryland/CATT  
Jana Lynott, NVTC  
Eric Marx, PRTC/Omniride  
Deborah Matherly, Louis Berger Group  
Amy Tang McElwain, VDOT  
Peter Meenehan, WMATA  
Frank Mirack, FHWA  
Elisa Nichols, Kensington Consulting LLC  
Jean Yves Point-du-Jour, MDOT/SHA/OOTS  
Sharmila Samarasinghe, Virginia DRPT  
Hon. David Snyder, City of Falls Church  
Richard Snyder, NVTC  
Alfie Steele, Montgomery County Ride On  
Alex Verzosa, City of Fairfax  
Chris Voss, DC Emergency Management  
James Witherspoon, Edwards and Kelcey, Inc.

ATTENDANCE (Continued)

COG Staff:

Andrew Austin  
Mike Farrell  
Andrew Meese  
Gerald Miller  
John Snarr  
Jim Yin

- 1. Welcome and Introductions**
  
- 2. Discussion of the July 7, 2005 London Bombing Incidents and Related Regional Actions**

Mr. Snyder stated that most responses and operations in the region appeared to work well on the day of the London attacks. He observed that a common message was established and well repeated and that the public seemed to be getting information in a timely manner. He asked the group for other feedback and observations. Mr. Verzosa said that by the 9:15 a.m. transit agency conference call, most systems were making announcements asking passengers to be aware of their surroundings. Mr. Steele reported that many agencies quickly implemented their Code Orange plans even before that was officially elevated by DHS. Mr. Steele did report that several Metro stations were closed by Metro and Montgomery County police agencies and that Ride On was not notified by any agency until WMATA announced that a third station had been closed. Mr. Steele said that the effects of those closures were almost immediate as Ride On passengers were being turned away at those Metro stations. Mr. Snyder observed that there continues to be a gap in the flow of information between public safety and transportation personnel. There is no standing agreement on who is responsible for sending out a message about station closures.

The group discussed the timeliness of the alerts and notifications about the London blasts. Many participants said that they first learned about the attacks from the media. The CAOs convened a teleconference at 6:30 a.m. Mr. Snarr reported that two transportation notifications went out between 7:00 and 9:30 a.m. It was observed that Carolyn Biggins of Montgomery County sent out a conference call request on behalf of WMATA. Mr. Meenehan noted technical difficulties were interfering with WMATA being able to send out RICCS notifications, but these were being addressed.

Ms. Lynott noted that Metro had recently approved funding in their FY 2006 work plan to develop station-area plans for incident response. She said that establishing a communications protocol as a part of these plans would address a large portion of the challenges. Mr. Snyder again emphasized the early use of the RICCS and thanked the group for their input.

**3. Update on the Regional Incident Communications and Coordination System (RICCS)**

Mr. Snarr reported that a subcommittee of the CAOs had recently endorsed a more centralized means of coordinating conference calls during incidents. A recent command post exercise highlighted a problem wherein many conference calls had been set up, but that many participants were supposed to be on two or more concurrent calls. The new arrangement requests that agencies notify the DC EMA or COG staff when requesting a call. The purpose of this was not to delay calls but to minimize any overlapping calls.

Mr. Meese requested that agencies send him an email detailing what phone numbers should be called in what order for each agency and then he could relay that information to all of RESF #1. Ms. Lynott asked that the 2-page RICCS instruction guide be sent out with that information as well. Mr. Meese commented that it would be helpful if each agency could designate a single number as a permanent contact for this purpose, regardless of who the call is routed to.

Mr. Snarr said that discussions were under way with VDOT and MDOT personnel to determine how their own paging systems could be integrated with the RICCS so that they would not have to change procedures. This option was not yet being explored with WMATA's paging systems. Mr. Meenehan remarked that WMATA uses multiple systems to distribute information to its station, rail, and bus staff. He said that he would work with Mr. Meese to review and update the WMATA contact list.

Mr. Meenehan asked if the intention was for the RITIS project to supersede the RICCS. Mr. Meese explained that RITIS was an information system that provided content, while RICCS served as a communication component. Mr. Meese referred to the diagram on page 5 of the materials for Item #4. He said this was currently the best explanation of a system that is still not yet completely defined. Mr. Snyder commented that the notion behind 'CapCom' is to make sure that RICCS calls occur and that agencies are getting the information that they need. Mr. Ham suggested that the RICCS be specifically mentioned as a communications interface on the diagram. In response to a question from Ms. McElwain, it was noted that CapCom was intended to serve primarily the transportation community, while RICCS also serves 14 other RESFs. Mr. Snyder said that CapCom would make sure that RICCS was used as much as possible.

**4. Update on the Regional Transportation Coordination Program**

Mr. Meese referred to the presentation hand-out for this item. He said the presentation had been given to a work session for the CAOs and SPG on July 6 by Mr. Snyder and Ron Kirby. A similar presentation was going to be given at a special TPB work session on July 20, the goal of which was to educate TPB members on the history, concept of, and need for an organization like CapCom. The meeting would provide an opportunity for Level A agencies to discuss their points of view and for a representative from CapWIN to discuss the advantages of building off of their successes. Mr. Meese noted that there were some very strong proponents of CapCom at the July 6<sup>th</sup> meeting as well as

some agencies that had strong reservations. It was thought that a prototype of CapCom could be ready for experimentation by sometime in October. More issues needed to be resolved the permanence of the entity was decided.

Mr. Snyder noted that combining CapCom with the CapWIN structure would do a lot to address the gap that exists between public safety and transportation agencies. Similarly, CapCom would assist transportation agencies in communicating with each other and provide the critical link in getting early notification out to those agencies.

The group reviewed concerns that had been raised by stakeholders. There were concerns that this would be a duplicative effort and would create a redundant operations center. Mr. Snyder emphasized that CapCom would not be another bureaucratic agency and that it would not even require a new building, just a small staff and operating budget. There were also concerns that this entity should perhaps be expanded to cover other RESFs, without “stove-piping” transportation. Mr. Snyder stated that the transportation community needed to move ahead with establishing CapCom because it is so critical; once established, if the CAOs decided they wanted to adopt that model for a larger entity, CapCom could be merged with that. But he stated that the region could not afford to wait for an extended discussion on what that larger entity should be.

Mr. Meese recommended that people refer to the Executive Summary of the REETC Annex (available on COG’s Web site).

**5. Briefing on the National Capital Region Exercise and Training Oversight Panel (ETOP) for Homeland Security**

Mr. Voss represented the NCR Exercise and Training Oversight Panel (ETOP) for Homeland Security, explaining that this group was formed when the Senior Policy Group realized that there was no resource to deliver information about exercise and training events occurring in the region. There was also a desire to reduce the number of exercises that were going on while improving the quality of those exercises. The ETOP is designed to be a resource for the SPG and all RESFs, and funding is provided by the SPG and CAOs. Mr. Voss said that the group was open to ideas for training and asked that suggestions be submitted to the ETOP through the RESF chairs or COG staff person.

Membership in the group consisted of Ruth Vogel and Michael Clemens from Maryland, Chris Voss and John Harney from the District of Columbia, Mark Penn and Jerry Barnhill of Virginia, Douglas Bass from emergency management, Elliott Grollman representing federal police services and law enforcement, and David McMillion of COG staff as an observer. Mr. Voss noted that there were no representatives from health, public works, public information, transportation, etc. There was a balance between having inclusive input from every RESF and keeping the committee small enough to be functional.

Mr. Voss was invited to return to future MOITS meetings periodically for updates and further input. The transportation community's concerns were characterized as wanting fair involvement in other ongoing exercises and sufficient lead time in order to determine what role transportation agencies should play. Mr. Voss noted that specific transportation issues can be incorporated into other exercises. Ms. Lynott commented that NVTC had been developing station plans and suggested that those plans could be included in an upcoming exercise. Mr. Voss offered assistance with funding and coordination, and stated that COG's Web site would host a dedicated exercise and training calendar.

Mr. Meenehan asked how the Presidential National Incident Management System (NIMS) directive related to ETOP and the region's CapCom effort. Mr. Voss replied that NIMS training had been ongoing for the past several months. He stated that the decision has been left up to each state Homeland Security office to determine what is NIMS-compliant. Ms. Nichols noted that while NIMS and CapCom were not technically related, the opportunity exists to implement NIMS through a system like CapCom.

Mr. Meenehan also asked if Web EOC was a de facto standard for the region. Mr. Voss explained that most of the region is adopting Web EOC. The CAOs have determined that this is the platform that the region should use. ETOP is providing the training for this software.

## **6. Other Business**

Mr. Marx suggested a report at a future meeting on the District of Columbia's July 4<sup>th</sup> "evacuation" exercise.