

MINUTES

MI-MORT Meeting

Date: September 3, 2015

Time: 10:00 a.m. – 2:00 p.m.

Attendees: : Brook Babcock, Dr. Gary Berman, Kevin Chau, Jerry Ellsworth, Dr. Todd Fenton, Dr. David Foran, William Funk, Patti Lyons, Tracee McIntosh, Dutch Nie, Timothy J. Schramm, Roger Simpson, Dr. Allan Warnick, Gloria Zunker

TOPIC	DISCUSSION	RESPONSIBILITY	ACTION
2015 Spring MI-MORT Full Scale Exercise AAR Review	Kevin Chau opened the meeting by reviewing the After Action Report (AAR) from the April 14-16, 2015 Spring Full Scale exercise. Information for the AAR was collected using the Evaluator Exercise Guides (EEG) compiled from the evaluators. Kevin asked each unit to present an appeal, provide additional feedback, or add additional information for improvements during the meeting. Once the AAR is updated, Kevin will present the document to Dr. Jacqueline Scott and Linda Scott for review. Once the document is finalized and approved, it will be stored internally at the Bureau of EMS, Trauma and Preparedness (BETP) and made public. July 2015 - June 2016 will a time for making improvements to the plan. Dr. Berman questioned where the document will be shared and Kevin replied the document can be shared everywhere.		

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	<p>Kevin Chau reviewed the AAR section by section.</p> <p>MI-MORT Command</p> <p>Dutch Nie asked for clarification on the rankings:</p> <p>P – Performs without Challenges: The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws.</p> <p>S – Performed with some Challenges: The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s) and did not negatively impact the performance of other activities. Performance of this activity did not contribute to additional health and/or safety risks for the public or for emergency workers, and it was conducted in accordance with applicable plans, policies, procedures, regulations, and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.</p> <p>M – Performed with Major Challenges: The targets and critical tasks associated with the core capability were completed in a manner that achieved the objective(s), but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other activities; contributed to additional health and/or safety risks for the public or for emergency workers; and/or was not conducted in accordance with applicable plans,</p>		

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	<ul style="list-style-type: none"> • Dr. Markey wants MI-MORT to provide pathologists. ○ X-ray <ul style="list-style-type: none"> ○ The x-ray machine set up during the exercise was Occupational Safety and Health Administration (OSHA) compliant. ○ Having technical operators wear heavy aprons all day is difficult. ○ Evaluations may have been unaware of methods used during the exercise were OSHA approved. ○ The X-ray team suggested purchasing a shield or placing the X-ray machine in a corner away from everyone. ○ Discussion continued on a portable wall, which would be heavy and may need lifting with a forklift. ○ Portable blankets may be an option ○ Dr. Fenton said that since the unit is safe from six feet, which is what hospitals use, blankets may be unnecessary. ○ Kevin questioned whether these are issues that should be addressed. Dr. Fenton replied “yes”. ○ The exercise was conducted with computer challenges transferring images. ○ Dr. Fenton though new computers may be needed since software updates are not available. 		

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	<ul style="list-style-type: none"> ○ Brook Babcock stated BETP updated software on the computers, but not the server. Leave the ranking as "S" Performed with some challenges because of the computer issues. ○ The radiology issue was misrepresented, but did meet exercise requirements. ○ Anthropology <ul style="list-style-type: none"> ○ Dr. Fenton wanted to provide the analysis, but because no personal cameras were allowed in this section, there was an issue. ○ Dr. Fenton said Anthropology has cameras, but the protocol did not allow for its use. Dr. Fenton felt it was unfair to be marked down because of this issue. ○ A suggestion was to allow for outside equipment into the exercise or a clarification on not using personal cell phones, cameras, or flash cards. ○ An updated protocol will be added to the Operations Manual since it affects many stations. An overview for all departments on how to offload images also needs development. Cameras are needed for Anthropology and Pathology. If the process remains marked as needing attention, it will be easier to acquire equipment. Batteries also need to be purchased. 	MI-MORT Command	Develop offloading image process for all units

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	<p>DART</p> <ul style="list-style-type: none"> ○ Tracee McIntosh stated Chain of Control was correct since there is no need to hold items until it is passed on to the next person. ○ The grids were under control and the procedures used were legally acceptable. ○ The concept of piling items for pick up from the gators was correct as long the worker didn't lose site of the item, which is considered Chain of Custody and is correct. ○ There were some transportation challenges because of the back-up of gators, which slowed down the process, but chain of custody was never broken. ○ Kevin will add this to the narrative. ○ Tracee said the team sizes were smaller because of training issues. ○ Flags will be made available, if needed. <p>VIC</p> <ul style="list-style-type: none"> ● Tim Schramm updated the MIC/VIC performed with challenges because it took time to get computers synced. ● With a recent update to the VIP system, Greg from FEMORS spent most of the time training team members. ● Some team members took far too long with family interviews, which created a back-up in entering information into the VIP system. 	DART Team	Supply flags if requested

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	<p>CHECC This section was skipped over.</p> <p>Narrative Section MI-MORT Command Need to determine ways to identify section chiefs was discussed. Suggestions included colored vests, marking PPE with the word "Chief" in colored pens, or purchasing other identifiable clothing. Kevin will add comments to the improvement plan.</p> <p>DPMU – Disaster Portable Morgue Unit</p> <ul style="list-style-type: none"> • The trailer ramps had issues because of the weight of some bins. Once the new bins are purchased and the equipment is redistributed into the two additional trailers, everything should be resolved. • DPMU may need a Safety Officer. There was a Safety Officer previously identified for the Command Staff and DART, but not for DPMU until the exercise was half over. • Bill Funk said during the exercise there was no first aid station or supply area. This station could easily be set up near the DPMU, and should include mental health specialists. • Bill Funk said inventory sheets have been updated. • Bill Funk asked for transportation suggestions for moving supplies to correct locations. • A question was asked how to resupply equipment, 	<p>Command Team</p> <p>DPMU Team</p> <p>DPMU</p> <p>DPMU</p>	<p>Create methods to identify Command Staff Chiefs</p> <p>Inventory and reestablish bin storage</p> <p>Create First Aid Station</p> <p>Establish transporting methods for moving supplies to</p>

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	<p>such as gasoline, and whether requests went through MI-MORT or local public services. Kevin will discuss this issue with Shelley Norris Chapman.</p> <ul style="list-style-type: none"> • MEs can request supplies through the CHECC, but procedures need to be added to MI-MORT manual. • All counties have their own emergency management offices and resource listings. Order of authority: CHECC, MI-MORT, Medical Examiner and Local Medical Examiner. <p>MI-MORT Operations</p> <ul style="list-style-type: none"> ○ Job Action Guide instructions are posted in the manual for all positions. ○ Personal Protection Equipment (PPE) was to be practiced, but was not due to cost ○ Dr. Fenton and Brook Babcock discussed X-ray machine protection. Dr. Fenton recommended using a door size shield instead of having technicians wear heavy aprons all day. ○ The tracker position was discussed. Tim Schramm read from page 48 of the Operations Manual describing this role and their responsibilities. 	Command Staff	<p>various locations</p> <p>Add supply procedures to MI-MORT manual</p>
Future Meetings	<ul style="list-style-type: none"> • October 8, 2015, 4:00 p.m. - 30-minute conference call summarizing MI-MORT functions • October 29, 2015, 10:00 a.m. meeting at MFDA • November 19, 2015, 10:00 a.m. meeting at MFDA • No December meeting • Tim Schramm will attend November 13, 2015, 	MI-MORT Command Staff	Attend future meetings and conference calls

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DMORT Changes	<p>Regional Leadership meeting to discuss MI-MORT</p> <p>Dr. Berman was in Anniston, IN, last week for a meeting and updated that DMORT will be consolidating into ten regions and FEMA teams will be downsized to 85 members per region.</p> <p>Since DMORT has no money for regional training, ASPR is supporting the development of state teams. There may be less need for teams, since Haiti was the first time it was supported internationally.</p>		

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