

# MINUTES

## MI-MORT Meeting

**Date:** May 25, 2017

**Time:** 10:00 a.m. – 12:00 p.m.

Meeting called by Shelley Norris Chapman

**Attendees:** Brook Babcock, Dr. Gary Berman, Kevin Chau, Lou Hunt, Dr. David Foran, Patti Lyons, Tracee McIntosh, Brian Murphy, Shelley Norris Chapman, Tim Schramm, Ryan Wilkinson

TOPIC	DISCUSSION	RESPONSIBILITY	ACTION
<b>Call to Order</b> <ul style="list-style-type: none"><li><b>MI-MORT Symposium – June 6, 2017</b></li></ul>	<ul style="list-style-type: none"><li>Sessions will begin with a MI-MORT Command Staff group presentation, using an updated PowerPoint presentation</li><li>Set-up will begin on Monday June 5, 2017. Brook Babcock and Jerry Ellsworth will begin moving eight trailers to the MSU pavilion, which will take about 7-8 hours</li><li>Trailers brought over from the Filley warehouse will include gators, one MERC cooling trailer, the command trailer, and four standard equipment trailers.</li><li>Time to begin set-up still needs to be established.</li><li>DART will set up four small grids, and set up in the arena area. DART set up will take approximately 1 ½ hours</li><li>The auction area will be the main area, with the opening and keynote speaker.</li><li>There will be five rotations, consisting of DART, VIC/MIC,</li></ul>	Informational	Finalizing Mi-MORT Symposium details

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	<p>DPMU, Remains Management, and Morgue</p> <ul style="list-style-type: none"> <li>• The purpose of the symposium is to educate outside groups from around the state on the resources and process available through the MI-MORT teams, engage emergency preparedness groups from the around the state, and recruit new members.</li> <li>• It may require two rotations to go through the morgue.</li> <li>• A fingerprint section will have a display only.</li> <li>• Shelley Norris Chapman will make enlarged prints of the Dental, DNA, Anthropology sections.</li> <li>• DART section may also require two rotations.</li> <li>• The VIC/MIC, Remains Management, and DPMU sections will be set up in the classroom areas, with podiums and computers.</li> <li>• The VIC/MIC will have a partial set up with five computers.</li> <li>• Command Staff chiefs would like a list of their team members, which could be on the MI-MORT website, since Dutch Nie allocated members by teams.</li> <li>• The presentation from the 2015 Full scale exercise is located on the MI-MORT Google drive <ul style="list-style-type: none"> <li>○ Tim Schramm requested all chiefs' review and update as necessary.</li> <li>○ Shelley Norris Chapman and Patti Lyons will update PowerPoint presentation</li> </ul> </li> <li>• Patti Lyons will provide team listings from the MI-MORT website to Susan Puls to update the team listings on the MI Volunteer Registry organized by teams.</li> </ul>		

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	<ul style="list-style-type: none"> <li>• The BETP staff will visit the pavilion to verify logistics.</li> <li>• A computer from MSU may be rented for the Skype presentation, as well as additional microphones for the question and answer period.</li> <li>• Dr. Foran will check on the Skype connection logistics. Lapel pins may to be rented for the DART set-up.</li> <li>• If any section is updating their display and would like photo enlargements, computers or any other upgrades, please let Shelley Norris Chapman know as soon as possible.</li> <li>• Identification badging and sign-in sheets will be provided at the registration desk.</li> <li>• Teams should wear uniforms. DART will wear vests.</li> <li>• Gary Berman may fill in for the keynote speaker if he is not available to do his presentation.</li> <li>• Participants will receive confirmation materials.</li> </ul>		
<ul style="list-style-type: none"> <li>▪ <b>MI-MORT/D-MORT Training – Kalamazoo, MI May 5-7, 2017 Update</b></li> </ul>	<ul style="list-style-type: none"> <li>• DMORT participant expenses from the May 5-7, 2017, MI-MORT D-MORT training session will now be covered.</li> <li>• Shelley Norris Chapman will forward Dr. Berman the expense form to be sent to D-MORT members for re imbursements.</li> <li>• A few participants who were not included on the master bill had charges reversed by the Hampton Inn.</li> </ul>	Shelley Norris Chapman	Send Dr. Berman expense form for D-MORT members
<ul style="list-style-type: none"> <li>▪ <b>MI Volunteer Registry Discussion</b></li> </ul>	<ul style="list-style-type: none"> <li>• Dr. Berman has issues with his ICS course certificates.</li> <li>• Susan Puls will contact Dr. Berman to make corrections</li> </ul>	Susan Puls/Ryan Wilkinson	Assist Dr. Berman with ICS certificate

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	<ul style="list-style-type: none"> <li>Ryan Wilkinson may know how to fix the issues and will assist Dr. Berman.</li> </ul>		issues
<ul style="list-style-type: none"> <li><b>Full Scale Exercise Spring of 2018 Discussion</b></li> </ul>	<ul style="list-style-type: none"> <li>Tracee McIntosh was contacted by a Wayne County FBI agent who wanted to become involved with MI-MORT. Tracee will forward contact information to Shelley Norris Chapman.</li> <li>Dr. Schmidt and Chief Samuels from Wayne County may be interested in participating in the Full Scale exercise</li> <li>Wayne County Community College has facilities with an airport area and fire training area, which could be utilized.</li> <li>Multiple medical examiners could be involved.</li> <li>The Clinton County Medical Examiners may be interested in participating</li> <li>During the July 27, 2017, Command Staff meeting, discussions on the 2018 Full Scale Exercise will be conducted in greater detail.</li> </ul>	Informational	
<ul style="list-style-type: none"> <li><b>Tracee McIntosh Unavailability</b></li> </ul>	Tracee McIntosh will not be available for six to eight weeks beginning June 6, 2017.	Informational	
<ul style="list-style-type: none"> <li><b>Next Meeting:</b></li> </ul>	The next meeting will be held on July 27, 2017 at the Michigan Funeral Directors Association in Okemos. Future meetings will be determined.	Command Staff	Attend future Command Staff meetings