

MINUTES

MI-MORT Meeting

Date: September 22, 2016

Time: 10:00 a.m. – 2:00 p.m.

Meeting called by Shelley Norris Chapman (BETP)

Attendees: Brook Babcock, Dr. Gary Berman, Kevin Chau, Matt Cook, Dr. Todd Fenton, Dr. David Foran, Bill Funk, Terri Lockwood, Patti Lyons, Tracee McIntosh, Brian Murphy, Shelley Norris Chapman, Dutch Nie, Tim Schramm, Roger Simpson, Ryan Wilkinson

TOPIC	DISCUSSION	RESPONSIBILITY	ACTION
Call to Order <ul style="list-style-type: none"> • Operations Manual Discussion 	MI-MORT chiefs are to send Patti Lyons (lyonsp2@michigan.gov) updates for their sections of the MI-MORT Operations manual by October 31, 2016. If there are any questions, please contact Shelley Norris Chapman. The dental team plans to go over their section on October 7, 2016, and may need a meeting room after 5:00 p.m. Shelley Norris Chapman may reserve a room at the Bureau of EMS, Trauma, and Preparedness. During the meeting, Bill Funk said the DPMU section is fine the way it is.	MI-MORT Chiefs	Send Patti Lyons at lyonsp2@michigan.gov Operations Manual updates by October 31, 2016
<ul style="list-style-type: none"> ▪ DPMU and Remains Management Training – October 13, 2016 	Kevin Chau provided an update on the DPMU and Remains Management training that takes place on October 13, 2016. Shelley Norris Chapman will send out information on the training through the Michigan Volunteer Registry (MVR), but will need agenda items prior to sending the announcement. Jerry Ellsworth, BETP, will open the Push Pack trailer prior to the training. Currently the Push Pack trailer is in another warehouse. Although this training will primarily be for the DPMU and Command Staff teams, additional team members	Kevin Chau/DPMU/Remains Management teams Shelley Norris Chapman	Attend October 13, 2016 training Send out training announcement through MVR

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	<p>are welcome. The training will take place from 9:00 a.m. – 4:00 p.m., with participants meeting at the Terminal road location to car pool to the warehouse. Jerry Ellsworth will remove all trailers from the warehouse prior to the exercise. Kevin Chau questioned whether there should be a classroom available for meetings.</p> <p>The MERC storage containers were the only inventory materials received from requests made following the 2015 Full Scale exercise. Bill Funk will check with Bob Gilbert to see if a hands-on training session with the MERC should be added to the agenda. Bill Funk would like to also add Push Pack inventory to the agenda. Once inventory of the trailers is complete, Bill and Jerry will travel throughout the state and replenish items from the remaining Push Pack trailers. During the first hour instruction session, there will be tables and chairs available to assist with sorting and brief meetings. Tim Schramm will bring beverages to the training, and Patti Lyons will order lunch from Grand Traverse Pie Company, following a count of exercise participants using the MFDA credit card. Kevin Chau and Bill Funk will work on the agenda.</p> <p>Prior to sending out invitations through the Michigan Volunteer Registry (MV), since volunteers are not separated by units, Shelley Norris Chapman will add a section that says that although this invitation is for DPMU members only, any member of MI-MORT would be welcome since new members are needed for DPMU team.</p>	<p>Jerry Ellsworth</p> <p>Tim Schramm/Patti Lyons</p> <p>Kevin Chau/Bill Funk</p> <p>Shelley Norris Chapman</p>	<p>Remove all trailers from warehouse prior to exercise</p> <p>Provide refreshments for exercise</p> <p>Create training agenda</p> <p>Invite all members to the exercise through the MVR</p>

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	<p>Roger Simpson requested Remains Management members be invited to the training, since he has a concerned that because this team is new, new members are needed. Patti Lyons will send Roger Simpson the current list of Remains Management members listed on the MI-MORT website before he begins to recruit members statewide.</p> <p>Shelley will also send out a Save the Date announcement through the Michigan Volunteer Registry (MVR) for the October 13, 2016, DPMU and Remains Management training. Roger Simpson suggested adding information on all the MI-MORT teams to the announcement requesting additional team participation. Shelley will also include information on the upcoming VIC/MIC training and the dental training (including the \$99 fee).</p> <p>Since DART supplies were not ordered, the DART team will not attend the DPMU/Remains Management October 13, 2016, training. Additional supplies were not ordered due to limited funding. Shelley was asked to submit a summary cost for remaining supplies, but was asked not to order until the end of the current budget period</p>	<p>Roger Simpson/Patti Lyons</p> <p>Shelley Norris Chapman</p>	<p>Recruit members to Remains Management/S end current listing of members to Roger Simpson</p> <p>Include future trainings to October 13, 2016, invitation</p>
<ul style="list-style-type: none"> ▪ September 7, 2016, Bio Seal Training Update 	<p>Ryan Wilkinson provided an update on the BioSeal training that took place on September 7, 2016, at the Livingston County EMS in Howell. A team from the National Ebola Training and Education Center (NETEC) conducted the training. Members from Emery Medicine, University of Nebraska Medical Center, and Bellevue New York City</p>		

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	<p>Health and Hospital Corporation provided a PowerPoint demonstration with hand-on training of the BioSeal system to attendees.</p> <p>Betty Ann Eash and Kenneth Onye, infectious prevention specialists with the Bureau of EMS, Trauma, and Preparedness invited Tier 1 and Tier 2 hospital staff, EMS Special Pathogen Response transport teams, and members of the MI-MORT team to attend the training. Ryan attended the training on behalf of MI-MORT and Michigan Funeral Directors Association (MFDA). Ryan updated that the Special Pathogen Response Network (SPRN) team members Betty Ann Eash and Kenneth Onye said that if any member of MI-MORT Command Staff wanted to attend any SPRN hospital team visit, they were welcome. The SPRN team has visited over 70 Michigan hospitals so far this year. Betty Ann and Kenneth would also like to attend a MI-MORT Command staff meeting to provide an update on the process of what the hospitals and transportation agencies are doing to transport Special Pathogen patients.</p> <p>Dr. Berman questioned the BioSeal process and asked Ryan whether he felt comfortable transporting Ebola/Special Pathogen remains. Tim Schramm questioned the need for a MI-MORT team member's involvement since the patient is picked up by the Special Pathogen Response Transport (SPRN) transport team, transported to a hospital, assist with the admission to the hospital in specialized transport vehicles. Once an Ebola/Special Pathogen patient becomes</p>	<p>Shelley Norris Chapman</p>	<p>Invite Betty Ann Eash and Kenneth Onye to a future meeting</p>

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	<p>deceased, the remains are sealed in three BioSeal system bags, and the body is moved within three hospital zones (hot, warm, and cold) by hospital personnel dressed in Personal Protection Equipment (PPE). Hospital personnel are trained in the proper donning and doffing procedures of PPE, and the Center for Disease Control (CDC) requires hospital personnel wear PPE during transport of an Ebola/Special Pathogen patient. Once the body reaches the last zone or cold zone, the final transport team does not have to wear PPE in order to transport the remains to a crematory.</p> <p>A question was asked why family members are limited on the disposal process of an Ebola/Special Pathogen patient remains. The final step of the Ebola/Special Pathogen disposal process would be for the MI-MORT team to identify crematories willing to take Ebola/Special Pathogen remains in Michigan. Tim Schramm left the meeting to discuss MI crematories with staff at the Michigan Funeral Directors Association (MFDA). Tim Schramm provided the list of MI crematories to Shelley during the meeting. Crematories will need to confirm their involvement in the SPRN team, and have an MOU in order to become a part of the SPRN transport team. Terri Lockwood questioned what transport agencies were on the list of specialized transport teams for Region 7. Shelley will draft a plan, to include the Tier 1 and Tier 2 hospitals, transport agencies, and proposed crematories.</p>	MI-MORT Team	Identify crematories dispose of Ebola/Special Pathogen remains

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	and Tier 2 hospitals, SPRN transport agencies, and proposed crematories.		
<ul style="list-style-type: none"> ▪ MI-MORT Symposium 	<p>Planning for the MI-MORT symposium will begin during BP5 (July 1, 2016 – June 30, 2017). The symposium will provide specific instructions for each section, individualized team training, and will be a training for each section, both internal and external, will get a better understanding of other team’s responsibility during an incident.</p> <p>Shelley updated that during the August 12, 2016, Regional Leadership conference call, Fatality Management was one capability where all eight regions were struggling. PHEP, HPP, and Emergency Management Homeland Security also have Mass Fatality as a capability. The regions were tasked with reaching out to regional hospitals to get a better understanding on how they can assist during an emergency. During the August meeting, the discussion included ways to get all agencies involved. The list of agencies could include Public Health, Emergency Managers, Law Enforcement, Regional Coordination Centers, MEs, and MI-MORT on the same page. Questions on what are the triggers and communication processes were discussed.</p> <p>The regions did received funding for Mass Fatality planning. A joint symposium would be a time where each discipline learns the responsibilities of the other agencies and where they fit in during an emergency incident, from mobilization to demobilization.</p>	MI-MORT Command Team	Begin planning for MI-MORT Symposium

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	<p>The symposium cover a two-day period. The regions are on board with this symposium, and will could help identify external partners, help develop plans, identify concerns from other disciplines, and help develop solutions. Shelley has already discussed the symposium with Linda Scott, who agreed to hosting such an event, but just not during BP5. Planning will begin in January of 2017.</p> <p>A tentative symposium date suggestion was March of 2018. Dr. Fenton stressed his concern for not conducting an event with the entire MI-MORT team every year. Dr. Fenton likes and sees the value of doing a symposium, but would like to see the team prepared prior to an emergency event, for instance if a plane goes down. Kevin Chau explained that due to budget cuts, that was not possible this year.</p> <p>Dr. Berman updated that the DMORT team does plan to do an exercise in Kalamazoo in 2016. MI-MORT has not been asked to attend yet. Shelley suggested since MI-MORT may not be needed to assist with Ebola/Special Pathogen patient transports, she will ask if the funding allocated for EVD could be reallocated to partner with the DMORT exercise, but if funding were reallocated the exercise would need to be an EVD related one. Dr. Fenton suggested that partnering with DMORT may not be necessary, but Kevin Chau suggested that if a plane did go down, the DMORT team would be necessary and activated first. Kevin also said that if the exercise was a tornado or an epidemic, the MI-MORT would be activated first.</p>	<p>Shelley Norris Chapman</p>	<p>Check to see if EVD money could be reallocated for symposium</p>

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	<p>Matt Cook, BETP, questioned which MI-MORT teams had less engagement. Dr. Berman said MI-MORT is a volunteer team, and that if exercises are conducted two to three years apart, the volunteers lose interest. Matt updated that the SNS strike teams conduct monthly drills to keep volunteers engaged. Matt provided an update on other state communication systems such as the Michigan Health Alliance Network (MIHAN). Dr. Fenton suggested that an event such as the symposium would provide a venue to update communication strategies and refresh membership. Shelley asked for suggestions on how the symposium could link Ebola/Special Pathogens, Public Health and MI-MORT teams.</p> <p>Three activities to exercise during MI-MORT Symposium are:</p> <ul style="list-style-type: none"> • Structures • Procedures • Personnel – What are the responsibilities for the different preparedness events such as an Ebola/Special Pathogen, tornado, floods, or shooting incidents? Five deaths triggers a plan with the morgue. <p>Brook Babcock provided an update on the BETP federal cyberattack exercise in June 2017. Brook and Kevin discussed ways to combine this exercise with MI-MORT by perhaps having the morning session be about MI-MORT, and the afternoon session geared toward Ebola/Special Pathogens activities or a nuclear power plant incident.</p>	Matt Cook	Assist MI-MORT teams with communication processes

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	<p>Shelley will discuss the symposium details with Linda Scott, Betty Ann East, and Kenneth Onye. If EVD funding is reallocated, March or April of 2017 were suggested date to conduct the symposium. Brook suggested using A T & T's "Blue Jean" software to conduct a virtual training, since Blue Jean can accommodate up to 1,000 participants.</p> <p>Since the DMORT exercise is scheduled for May 5-7, 2017, the MI-MORT symposium may need to flex around this date.</p>	Shelley Norris Chapman	Discuss symposium activities with Linda Scott, Betty Ann Eash, and Kenneth Onye
<ul style="list-style-type: none"> ▪ Review of MI-MORT/MERC Video 	<p>Matt Cook then showed the MI-MORT/ MERC video. He indicated that "Just In Time" trainings could be used for additional training sessions. Shelley suggested the team review the video before the October 13, 2016, MERC training. Matt said he would be willing to create training videos and catalog the videos on the MI-MORT website.</p>	Matt Cook	Create MI-MORT training videos as needed
<ul style="list-style-type: none"> ▪ MI-MORT Website Discussion 	<p>Dutch Nie provided an update on the MI-MORT website and membership structure. The membership began with 481 contacts, and then Dutch cross referenced members with the MI Volunteer Registry (MVR) and starred members that were in both. Matt Cook would be willing to update the MI-MORT website by adding new pictures and the 2015 MI-MORT Full Scale exercise After Action Report (AAR). Matt will contact Dutch to get log in and administrative privileges.</p> <p>Shelley then pass out the registration for the MERC training, the BP3 MI-MORT Full Scale Exercise After Action Report/Improvement Plan, and information for an exercise</p>	Dutch Nie	Share administration privileges with Matt Cook

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	in Oakland County to the team.		
<ul style="list-style-type: none"> ▪ MI-MORT Brochure 	<p>Shelley will update the MI-MORT brochure and share it with team members. She plans to have the updated brochure ready for the MAME conference in November and will contact MAME to see if the brochure can be distributed. The symposium information may be added to the brochure.</p>	<p>Shelley Norris Chapman</p>	<p>Update MI-MORT brochure</p>
<ul style="list-style-type: none"> ▪ Future Meetings 	<p>Next Meeting - November 17, 2016 No December meeting. No January meeting because of the MIC/VIC training. Shelley will provide an update on the EVD training during the February 23, 2016, meeting.</p>	<p>MI-MORT Team</p>	<p>Attend future meetings and trainings</p>