

MINUTES

MI-MORT Meeting

Date: September 28, 2017

Time: 10:00 a.m. – 2:00 p.m.

Meeting called by Shelley Norris Chapman

Attendance: Brook Babcock, Kevin Chau, Shelley Norris Chapman, Kesha Dixon, Jerry Ellsworth, Dr. Todd Fenton, Dr. David Foran, Lou Hunt, Patti Lyons, Tracee McIntosh, Susan Puls, Tim Schramm, Roger Simpson, Ryan Wilkinson

TOPIC	DISCUSSION	RESPONSIBILITY	ACTION
Call to Order <ul style="list-style-type: none">2018 DMORT Exercise MI-MORT Participation	<ul style="list-style-type: none">The DMORT team asked the MI-MORT team to participate in a joint exercise on May 4-5, 2018.Discussion was held that this event is too close to the May 14-16, 2018, MI-MORT Full Scale Exercise, which could result in low participation from MI-MORT members due to the event dates being so close together.Shelley will contact Harold Risk on September 29, 2017, regarding the participation of MI-MORT on May 4-6, 2018.	Shelley Norris Chapman	Contact Harold Risk regarding the May 4-6, 2018 exercise.

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<ul style="list-style-type: none"> • Discussion on 2018 Full Scale Exercise Logistics 	<ul style="list-style-type: none"> • Discussion on the role the ME will be expected to play during the 2018 Full Scale Exercise. <ul style="list-style-type: none"> ○ Kevin Chau provided an update on past exercises. In the past the MI-MORT sections have been tested on their effort to organize and operate. In a real environment the MI-MORT team function is to support the ME. ○ The role of the ME during the exercise will be coordinator. For example, the ME will provide waste water management, if needed, and will work with Emergency Management. ○ When approaching a ME for the exercise, the team will need to go into further detail on the ME's role during the exercise, since the exercise will want him/her to simulate how they work with the MI-MORT team. ○ The ME will communicate with the Community Health Emergency Communication Center (CHECC) and/or the MI-MORT Command Staff, which has never been exercised before. ○ Once the ME is recruited, they will simulate the exercise, which will run from 8:00 a.m. – 4:00 p.m. ○ The previous exercises only had the ME observing the operation at the front end. • This exercise will be a time to connect all the plans, and see what agencies have identified additional pieces, connecting all the dots. • All MEs will be invited to the exercise to view, provide input and learn. 		

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<ul style="list-style-type: none"> • Family Assistance Center Discussion • 2018 Full Scale Exercise Scenario Discussion 	<ul style="list-style-type: none"> • Dr. Fenton said Wayne County would be a good location, because of the Detroit/Wayne County airport. • Shelley shared a document entitled: <i>“Peer Assessment of Preparedness Activities Impact on the Public Health and Medical Response from the June 12, 2016, Pulse Nightclub Shooting in Orlando, Florida”</i>. This document will be sent to all MI-MORT members through the Michigan Volunteer Registry (MVR). • Local Health Department will take the lead on standing up a Family Assistance Center as a pilot project. • Actors with special needs, will work in the Family Assistance Center, as well as the VIC. Actors with special needs will provide clarity on what accommodations may be required, such as a ramp. • Venue and dates should be solidified in October. • Shelley will discuss logistics with Wayne County Community College and finalize details. • An exercise scenario needs to be created. • An area a distance away from the morgue will be needed to test the remains management process. • A building with an accidental gas leak was a suggested exercise scenario <ul style="list-style-type: none"> ○ After the gas has been vented out the search and rescue team could be used. ○ Markus Neuhoff suggested this could be a joint training opportunity with First Responder. First 	<p>Shelley Norris Chapman/Kevin Chau</p>	<p>Solidify exercise dates, scenario, and location at the October 2018 MI-MORT Command Staff meeting.</p>

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	<p>Responders could collect live people, and then the MI-MORT team could recover the deceased.</p> <ul style="list-style-type: none"> • Tracee McIntosh said Oakland County has a “little town”, that may be an available exercise location. • Tracee McIntosh suggested contacting Leslie Larson, from the FBI, who wants to become involved with the MI-MORT team. Shelley Norris Chapman will contact Leslie Larson to see how she wants to become involved in the exercise. • Tim Schramm said the Heritage Park Pavilion, former Taylor Community Center, is available for \$100 for the morgue site as an alternate location if needed. • Tracee McIntosh suggested incorporating Mobile ID during the exercise. <ul style="list-style-type: none"> ○ Mobile ID is a computer system, for identification such as fingerprints, and works through mobile phones. Tracee said their unit can provide this equipment. ○ Using the Mobile ID may impact the workflow of the remains management, since identification results could be finished within a couple of minutes. ○ Some of the individuals within the system include: applications for employment, medical workers, teachers, criminal records, healthcare workers. Biometrics Division requests are made the through the state. Many police officers have units or access to the system. 	<p>Shelley Norris Chapman</p> <p>Tim Schramm</p> <p>Tracee McIntosh</p>	<p>Contact Leslie Larson, FBI, regarding participation in the exercise.</p> <p>Contact Heritage Park Pavilion for availability (if Necessary).</p> <p>Provide Mobile ID equipment for the exercise.</p>

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<ul style="list-style-type: none"> ▪ Quarterly Communication Discussion 	<ul style="list-style-type: none"> • Discussion was held on quarterly communications to be sent through the MI Volunteer Registry (MVR). • All communication will also be posted on the MI-MORT website under the “Member’s Only” section. • Also to be included on the MI-MORT website, the 2015 Full Scale After Action Report (AAR), 2017 meeting minutes, and all upcoming events. • There should be a uniform link on the website for the “Members Only” section. • If members are having issues with passwords or need passwords resets, they should contact Markus Neuhoff or Tim Schramm at: MI-MORT123@gmail.com. • Any additional information to be added to the website should be sent to Markus Neuhoff at Markus.f.neuhoff@gmail.com. 	<p>Susan Puls/Shelley Norris Chapman</p> <p>Markus Neuhoff</p> <p>Markus Neuhoff</p>	<p>Send quarterly communication through MI Volunteer Registry</p> <p>Add documents such as 2015 AAR, events and minutes to the MI-MORT website</p> <p>Send Susan Puls information on administrative rights</p>
<ul style="list-style-type: none"> ▪ Push Pack Inventory Discussion 	<ul style="list-style-type: none"> • Jerry Ellsworth will replace the tires and batteries, etc. of the remaining 6 Push Pack trailers. Starting with the two trailers located in Region 8. • The expired items will not be removed, rather a list of these expired items will available just in time upon the deployment of a Push Pack Trailer. • The Region 8 Push Pack will receive maintenance during the end of October, early November. 	<p>Jerry Ellsworth</p>	<p>Push Pack trailer maintenance</p>

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<ul style="list-style-type: none"> ▪ MI Volunteer Registry Update Discussion 	<ul style="list-style-type: none"> • Susan Puls provided an update on the status of the MI-MORT member MI Volunteer Registry (MVR) profile updates. • Tim Schramm provided ICS certificates dated April 7, 2017, to input into his MVR profile. • There are 195 MI-MORT profiles within the MVR. 166 are 100% completed. 26 volunteers have been emailed follow-up requests for outstanding information. 	Susan Puls	Add certificates to profile
<ul style="list-style-type: none"> ▪ 2015 Full Scale After Action Report (AAR) and Activities in the 2018 Exercise 	<ul style="list-style-type: none"> • Discussion on the 2015 Full Scale Exercise After Action Report (AAR), and its impact on the 2018 exercise (the 2015 Full Scale Exercise AAR was previously distributed). • All identified section improvement items will be revisited. • Required 2015 action items will need to be completed to make sure the situations are corrected. To do this, injects will be incorporated into the 2018 exercise. • During the 2018 Full Scale exercise, outside evaluators will evaluate operations to ensure improvements were made. For example, Photographs and photography cards were missing from the last exercise. DART delivered the photography to the Remains Management section, and the whereabouts of the photography is unknown. Actions will need to be incorporated in to the operational plan so that this action does not happen again. • Kevin Chau asked each MI-MORT Command Staff to review the 2015 MI-MORT Exercise AAR. 	MI-MORT Command Staff	Review 2015 AAR for corrective actions Review corrective actions with chiefs

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<p>Upcoming Events</p> <ul style="list-style-type: none"> • Dental Conference – October 25, 2017 • VIC/MIC Training in Okemos – January 25, 2018 • Remains Management Tabletop Exercise – MFDA – February 22, 2017 • MI-MORT Command Staff Meetings 	<ul style="list-style-type: none"> • The conference will be held at the Kellogg Conference Center on October 25, 2017. • A session on human trafficking will be held in the morning and a forensic session will be held in the afternoon. • • Discussion was held that the MI-MORT Commander should not be a section chief as they would need to be available to oversee the entire MI-MORT operation. • Brook Babcock will update the most current version of VIP onto computers prior to the MIC/VIC Training. • The Remains Management Tabletop will be conducted prior to the February 22, 2017, MI-MORT Command Staff meeting. The tabletop should last approximately two hours. • Shelley will add information about recruitment for the Remains Management Team to the quarterly communications. • Vehicles with removable equipment and stretchers are required. • It may be important to ask a ME to attend the tabletop for discussion. • October 26, 2017 – Command Staff Meeting • November 30, 2017 – Command Staff Meeting • December – No Command Staff Meeting 	<p>Forensic Dental Team</p> <p>Tim Schramm</p> <p>Shelley Norris Chapman</p>	<p>Attend Dental conference on October 25, 2017</p> <p>Identify new person to fill his role as the VIC Section Chief</p> <p>Add Remains Management recruitment to quarterly communication</p>