

MINUTES

MI-MORT Meeting

Date: October 26, 2017

Time. 10:00 a.m. – 2:00 p.m.

Meeting called by Shelley Norris Chapman

Attendance: Brook Babcock, Dr. Gary Berman, Kevin Chau, Keshia Dixon, Jerry Ellsworth, Dr. David Foran, Lou Hunt, Patti Lyons, Tracee McIntosh, Brian Murphy, Shelley Norris Chapman, Tim Schramm

TOPIC	DISCUSSION	RESPONSIBILITY	ACTION
Call to Order <ul style="list-style-type: none">DMORT/MI-MORT Joint Exercise Discussion	<ul style="list-style-type: none">Shelley contacted Harold Risk regarding on the September 29, 2017, regarding the 2018 DMORT/MI-MORT joint exercise.Dr. Berman said the DMORT team may be serving in Puerto Rico supporting the medical support teams, so the DMORT team is unavailable to discuss their next joint exercise.		
<ul style="list-style-type: none">Dental Conference Update	<ul style="list-style-type: none">The Forensic Dental conference held in October at the Kellogg Center went well.Fifty three participants attended the event.There were sessions on Human Trafficking and the NAMIS system.The missing persons and human trafficking sessions tied in very well with the conference.		

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	rotated out.		
<ul style="list-style-type: none"> ▪ MI-MORT Trailer/Inventory Preparation Event Discussion 	<ul style="list-style-type: none"> ▪ There is no room on current MI-MORT trailers to add supplies, so another trailer was donated. ▪ Jerry Ellsworth will update add new inventory and updated the inventory lists. ▪ Six trailers will need to be repacked. ▪ Shelley reviewed the updated supply list. Lou Hunt and Tracee McIntosh would like to like to add their new items to the DART trailer since it will be the first trailer on the scene. ▪ Dates were reviewed for a Trailer Reorganization event. ▪ Region 7 also has an extra trailer that will be donated to MI-MORT. ▪ It was decided that the Trailer Reorganization event will be held on March 15, 2018, from 9:00 a.m. – 3:00 p.m. at the Filley warehouse in preparation for the 2018 Full Scale exercise. ▪ The Monthly Command Staff meeting will remain on March 22, 2017, since Kevin Chau wanted to meet to review exercise materials. 	MI-MORT Team	Conduct Trailer Reorganization Event March 15, 2018
<ul style="list-style-type: none"> ▪ Local Health Department 2018 Full Scale Exercise Updates 	<ul style="list-style-type: none"> ▪ Local Health Departments were tasked with developing a pilot draft plan on how to facilitate a Family Assistance Center. ▪ All Local Health Departments in Southeast MI will be involved in the 2018 full scale exercise and take part in a discussion on their roles with the MI-MORT team. ▪ Local Health Departments may attend the November Command Staff meeting either through conference call 		

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	<p>or in person.</p> <ul style="list-style-type: none"> ▪ Region 1 will develop the pilot plan even though they are not a part of the Region 2S coalition. ▪ Since there are federal laws or policies for volunteers to participate in the Family Assistance Center, any policies will be forward to Region 1 to assist in writing the plan. ▪ Tim Schramm said there is a 75-page PDF Disaster Plan available from the U.S. Department of Victims website that he will send to Shelley Norris Chapman. ▪ Shelley Norris Chapman will share document with Region 1. 	<p>Region 1</p> <p>Tim Schramm</p>	<p>Write Local Public Health Family Assistance Plan</p> <p>Send Shelley Norris Chapman U.S. Department Disaster Plan</p>
<ul style="list-style-type: none"> ▪ MI MORT Brochures Update 	<ul style="list-style-type: none"> ▪ In the past MI-MORT brochures did not have the State of Michigan on them, which requires prior approval. ▪ Craig Henry updated MI-MORT brochure in June, but was did not receive prior approval to have printed. ▪ Shelley Norris Chapman may initiate the process again, or remove the MDHHS state logo and have the brochures printed without it. ▪ DART wants to send a letter to Chief of Police also to get new recruits. ▪ Shelley will see contact the regions to see if there is a listserve to send the letter. 	<p>Shelley Norris Chapman</p>	<p>Print updated MI-MORT brochure</p>
<ul style="list-style-type: none"> ▪ Shared National Preparedness Report Discussion 	<ul style="list-style-type: none"> ▪ Patti Lyons will send the National Preparedness Report to MI-MORT members. ▪ Please review the response section. ▪ Federal funding is important for the states. 	<p>Patti Lyons</p>	<p>Send MI-MORT team National Preparedness Report</p>

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	<p>be set up.</p> <ul style="list-style-type: none"> ▪ During the 2015 full scale exercise, trackers were being pulled who were not trained. During the 2018 exercise, all participants will be trained in their roles. ▪ During the 2018 exercise the Remains Management process will be exercised for the first time. ▪ All participants will be trained in their role. ▪ Will the Oncology station be needed? Will an Anti-mortem station needed? Yes. ▪ Issues with the large number of dental participants was discussed. <ul style="list-style-type: none"> ○ If a large amount of dentists attend the exercise, they can do a tabletop and practice matching using flash drives, move to another section, or get a large classroom to do a separate activity such as a mock disaster. Classroom environment for the dentists with Dr. Lichon or Dr. Murphy. ▪ The Remains Management section could utilize the garage overhang for the intake section. ▪ Dr. Foran suggested the morgue section information may be too technical and questioned the target audience receiving this information. <ul style="list-style-type: none"> ○ Kevin Chau will send the information to Dr. Foran to be rewritten. ○ Kevin will also share Dr. Fenton’s anthropology section with Dr. Foran to update. ▪ The fingerprint section will be exercised in 2018, but was not exercised during the 2015 full scale exercise. 	<p>Kevin Chau</p> <p>Kevin Chau</p> <p>Kevin Chau</p>	<p>doffing and Decon practices from WCCC</p> <p>Write Remains Management exercise section</p> <p>Include other activities for dental participants during exercise if needed</p> <p>Send Dr. Foran morgue/anthropology section information to update</p>

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	<ul style="list-style-type: none"> ▪ A ME who is not part of the MI-MORT team can assist with photography. ▪ The morgue team should have identified team uniforms. <ul style="list-style-type: none"> ○ What to do when wearing PPE? Stickers on PPE? ○ Everybody in the morgue wears PPE. ○ Donning and doffing stations are required. ○ The PPE station should have two sections: donning in one clean area, and doffing in one dirty area. There needs to be a sink to wash in both sections. ○ Shelley thinks there was a shower area purchased that should be exercised. ○ The donning and doffing area should be set up in four horseshoe-like sections[LP(1)]. 	BETP Staff	Develop donning and doffing stations
<ul style="list-style-type: none"> ▪ MI-MORT Website Update 	<ul style="list-style-type: none"> ▪ Quarterly correspondence will begin soon and will be posted to the website. ▪ The MI-MORT minutes have been posted. ▪ New photograph will be added. ▪ It is anticipated that all updates will be completed within the next few weeks. ▪ A uniform link from Roger Simpson will be posted. 	BETP Staff/Markus Neuhoff	Update MI-MORT website
<ul style="list-style-type: none"> ▪ MIC/VIC Training January 25, 2018 	<ul style="list-style-type: none"> ▪ The VIC/MIC training will take place on January 25, 2018, from 10:00 a.m. – 3:00 p.m. ▪ Information about the VIC/MIC training will be sent to members through the MI Volunteer Registry. ▪ Shelley Norris Chapman will review the language from last year’s training invitation. 	MI-MORT Team	Attend VIC/MIC training January 25, 2018