**MI-MORT Meeting**

**June 4, 2020**

**10:00 a.m. – 11:00 a.m.**

Attendance: Tori Arnold, Brook Babcock, Dr. Gary Berman, Linda Clegg, Kesha Dixon, Rick Drummer, Jerry Ellsworth, Dr. David Foran, Bill Funk, Cana Garrison, Bob Gilbert, Jessica Gould, Patti Lyons, Dr. Brian Murphy, Dutch Nie, Ben Parker, Amber Pitts, Jennifer Lixey Terrill, Dr. Maureen Schaefer, Tim Schramm, Roger Simpson, Ryan Wilkinson

**Introductions of MDHHS Staff**

* Jessica Gould updated that two LARA staff members from our sister agency are joining us on the call today. They are:
	+ Linda Clegg oversees security and licensing including for funeral homes and other agencies.
	+ Ben Parker is the Interim Licensing Director and oversees funeral homes, cemeteries, and crematories.
* Both Linda and Ben learned a lot during the responses and are interested in learning more about the MI-MORT team and how it operates.
* We are excited for them be joining the call today.

**Financial Update**

* Tim Schramm provided a financial update that $4300.00 remains through September.
	+ This does not include expenses through the end of May, as Janis Tipton only did an estimate of expenses through May 23, 2020.
* Jessica questioned whether there was enough funding left to cover mileage and meals for demobilization.

**Summary of the COV-19 Response**

* MI-MORT was activated on Saturday, April 25, 2020, with equipment deployed on Sunday, April 26.
* From the time of the activation to the operational period, the team was able to complete the set-up process within a 24-hour time period.
* There was still no Executive Order, on Tuesday, April 28, 2020.
* On Saturday, April 25, the consensus from Region 2S was there were 165 unclaimed remains, which triggered the activation.
	+ There were a few days of Just In Time training before we received the hospital census.
* The activated team had 8-12 staff members on a daily basis and consisted of three recovery team members, four members working in Remains Management at the Region 2S collection site, and one or two members working with admissions and release of remains using the VIP software.
* On May 4, there was a directive from Director Gordon authorizing MI-MORT to assist with hospital surge.
	+ Hospital storage assistance was offered to all hospitals in SE Michigan.
* Out of the 165 unclaimed remains, MI-MORT was able to provide Family Reunification Assistance at either the local hospital or at the central collection site.
* May 21, 2020 was the last day for remains admissions.
	+ Between May 25-26 the team was able to conduct additional Family Reunification Assistance, bringing the total count to nine (9) cases.
	+ Between May 26-28, 2020, the team oversaw the final remains disposition.
* There were two cases where the family members were contacted and where the hospitals provided additional information indicating the remains were of two honorably discharged veterans.
	+ Tim Schramm updated that the two remains were placed at Our Lady of Hope Cemetery in Brownstown, which has been accepting military remains since 2014.
* On Thursday, May 28, 2020, the team was in Phase 3 of the demobilization process, where DTMB is now monitoring security through live camera feeds and security on premises at night.
	+ The assets were left standing, but team deployment was paused awaiting the determination of Phase 4 within two weeks.
	+ If there is another surge, the re-inventory and repacking of the assets process may be delayed or redeployed to assist with Region 2S.
	+ If there is no other surge, the assets will be transported back to Lansing for storage in the warehouse.
* Jessica Gould provided an update on the Medical Examiners’ (ME)s survey, which has been going well.
	+ BETP continues to monitor hospital capacity through EMResource, which has been monitored since mid-March.
	+ Jessica also continues to monitor hospital morgue capacity needs.
* There was a meeting on May 11, 2020 with the MEs that included Viral Records, Public Assistance, LARA and BETP.
	+ During the meeting BETP discussed what MI-MORT had completed so far.
* There was a Michigan Funeral Directors conference call on Monday, June 1, 2020, but this meeting was not as well attended as hoped, due in part to the Governor’s Press Conference conducted at the same time.
	+ Tim Schramm question how the conference call was initiated since he was not contacted and suggested that future calls should be shared with MFDA.
	+ BETP was contacted by Dion Williams from the Faith Based Affairs Office with request to attend meeting and contribute details regarding MI-MORT. Dr. Williams’ office sent out invitations.
	+ Cana Garrison, MFDA, said she was advised of the call on Friday but since the call was not confirmed she did not send out invitations.
	+ During the call, Jessica conducted a presentation on MI-MORT and the general response.
* During the last MI-MORT Command Staff call, we discussed the six MI-MORT trailers stored at the Filley Warehouse. All six trailers were deployed: which included the 2 MERC trailers to the central storage location.
	+ An empty refrigerated 53 ft. was delivered to 914 Terminal but has recently been moved to the DTMB warehouse.
	+ The new racks may be stored in the remaining 53 ft trailers, still located at the central storage location.
* Jessica questioned when to schedule the demobilization?
	+ On the weekdays or on the weekends?
		- Suggestion was that weekdays would work better than weekends.
		- Tim confirmed that since most funerals are held on Saturdays, Funeral Directors would be very busy on the weekends.
* Human Resources is still waiting to process documents on some employees.
	+ Please let Tim Schramm know who to contact in order to complete necessary staff paperwork.

**MI-MORT Activities BP2**

* Jessica asked for suggestions on specific activities to do next year.
* A priority will be the restocking of the MI-MORT trailers.
* Can we do an activation Hot Wash meeting using Microsoft Teams?
	+ Tim thought that is a great idea so Jessica will set up a meeting soon.
	+ Tim said following the After-Action report there will be lots of work to be completed allowing for planning events for the next 17 or 18 months.

**MI Volunteer Registry (MVR) Discussion**

* Tori Arnold, MVR, developed the post-deployment packets but is waiting to send them out until the activation was formally closed.
	+ Tim has no objective to sending out the packets now, but also thought the packets could be sent out once the deployment is moved to Phase 4.
	+ Ryan Wilkinson suggested holding the packets until the activation is deactivated.
		- Tori provided an update on what information she will include in the post deployment packets which includes: a survey; equipment needing to be deconned; Mental Health resources and General information on COVID-19 to support the activation.
	+ Tori said is if there are any additional information that should be included in the packets to let her know.
	+ Jessica suggested after hearing what information was in the packets, to send them out now and maybe again later if needed.
	+ Tim agrees it would be good to send out now, which Tori will do.
* Bob Gilbert, asked whether there would be an inventory and repack prior to deactivation?
	+ Tim said yes and inventory needs to be done, with items deconned so we can prepare to make purchases.
	+ Roger Simpson updated that in the Remains Management section, once remains were moved to free up racks, they were sprayed with bleach and water, power washed with soap and water and left to dry.
	+ On Thursday, May 28, only one MERC rack was left to be disinfected, which has already been done.
	+ All that is left to be deconned are the tables and chairs.
	+ Bill Funk asked if the 16 racks are being kept?
		- Yes, the racks may be added to the 53 ft. trailers since the state owns the racks. Racks were purchased to be used in the trailers in March.
		- The racks were ordered with trays, but the trays are on back order.
		- It took three (3) trailers to get all supplies to the deployment site.
		- Roger said the boards used during the activation did not work correctly with the racks, so they were turned upside down.
		- Jennifer Lixey Terrill questioned whether the lift purchased with Homeland Security funding was used on site since she needed to report back to the Homeland Security committee.

**June 25, 2020 MI-MORT Command Staff Meeting**

* The next MI-MORT Command Staff meeting is scheduled for June 25, 2020.
	+ Whether the meeting will be held or not is questionable since it may conflict with the demobilization.
* If the meeting is conducted, it will be conference call.
	+ If there is no meeting before June 25, 2020, a meeting will be held to discuss the timing of the demobilization, which may be when we are in Phase 4.
* Jessica asked whether June 24, or June 26, would be good dates to demobilize?
	+ Tim updated the MFDA is having virtual annual meeting on June 24, 2020, so the 25 and 26 would be better. The demobilization may also be on Monday, June 29-30.
	+ Jerry Ellsworth said those dates would work for him, but suggested Jennifer Lixey Terrill contact the Department of Corrections to reserve dates for moving the trailers back to Lansing.