**MI-MORT Command Staff Meeting**

**August 27, 2020**

10:00 a.m. – 12:00 a.m.

**Attendance:** Tori Arnold, Brook Babcock, Keisha Dixon, Rick Drummer, Jerry Ellsworth, Dr. David Foran, Cana Garrison, Jessica Gould, Patti Lyons, Roger Simpson, Tim Schramm, Jennifer Lixey Terrill

**MI-MORT Financial Report Update**

* + The remaining balance is $2,500.00.
	+ Funding for the next budget period includes an additional $10,000 if needed.

**Current COVID-19 Update**

* + Jessica Gould demonstrated the hospital morgue data graph by region, which is attached.
	+ BETP has been collecting hospital resource data since the beginning and will continue to monitor throughout the COVID response.
	+ Additional MI-MORT trailers were purchased to increase storage capacity.
	+ How do we build connections with the regions to know if they are doing fine or not?
		- Rick Drummer said it depends on where you are in the workflow. Hospitals may be looking for additional morgue space, but in some cases, storage was expanded by adding a trailer so that storage was adequate.
		- What is needed? A review of the entire process is required region by region.
		- Rick Drummer said in Region 2N they looked at hospital capacity first, then ME capacity and finally the funeral homes capacity.
		- Tim Schramm said that Funeral Directors view remains with a different pair of glasses, and their perspective is important to consider for proper remains management.
	+ During COVID-19 there was a backlog of remains at funeral homes and crematories.
		- How do we include process discussion issues or shortage of morgue space processes with hospitals, funeral homes, and crematories? Is there a thought on how to expand processes?
	+ Crematories were cutting back operations in some cases by 1-5 days.
		- How do we address this situation?
		- Do we need to send weekly email questions?
	+ In SE MI, the issues were not just about morgue capacity at hospitals but also funeral home capacity.
		- Some funeral homes were using other rooms for body storage to compensate for the overage.
	+ Rick asked what are the triggers? Who prepares data? Data may differ depending on the different glasses you are wearing.
	+ Roger Simpson said we need to do a better job of storing bodies within hospitals, to ensure that bodies are stored respectfully. Some facilities may not be aware of MI-MORT, which is why it ended with one hospital storage practices on national news. Jessica Gould said education is listed on the improvement plan.
	+ Rick Drummer said the MI-MORT team should take this opportunity to create a Just in Time short video to explain the MI-MORT team or do some training for the team’s benefit.
	+ Some regions have BioSeal, so when MI-MORT is deployed the facility can watch a YouTube Video to learn the BioSeal process.
* **AAR Draft**
	+ Jessica Gould displayed the MI-MORT COVID-19 AAR deployment draft.
	+ Larry Zimmerman is advising in the creation, since the MI-MORT AAR will be an addendum to the main COVID-19 AAR that Larry is writing.
	+ Jessica will update and share this document with Tim Schramm and other partners for additional comments as soon as it is drafted.
	+ Rick Drummer will update Region 2N’s Mass Fatality Plan based on the meeting minutes from the June 4, 2020 MI-MORT meeting. This new document will be based more on what hospitals did during the response and include working with MEs prior to deployment.
	+ Jessica will add the ME survey to the AAR.
* **Improvement Plan**
	+ Jessica displayed in Teams the updated Improvement Plan, which is attached.
	+ Following today’s meeting, she will update the document and share with the team for additional comments, changes, input, and prioritization of action items prior to Wave 2.
* **Call Down Drill in MVR**
	+ Tori Arnold provided an update on a MI Volunteer Registry (MVR) call out drill.
	+ She said the drill could be conducted on a monthly, bi-monthly, or quarterly basis to provide volunteers with practices on responding to incidents.
	+ This drill will provide great practice for volunteers and Command Staff and will be a great way to engage MI-MORT volunteers.
	+ October 2020 will be 6 months since the call out for volunteers for the COVID-19 response and may provide a great opportunity to conduct the drill.
	+ Tim Schramm suggested doing a drill twice a year.
	+ Tori will be available to assist, but Kesha Dixon and her intake team will be responsible for the exercise and for getting advanced training, as needed.
* **Supplies and Restocking of Trailers**
	+ PPE items left in the back of the 53’ trailer will be re-inventoried, and PPE reordered in the event of a second deployment.
	+ The topic will be discussed further next month.
* **Funeral Directors Association Leadership Conference**
	+ Tim Schramm had the opportunity to participate in the National Funeral Directors Association leadership conference along with Phil Duma and members of the Michigan Funeral Directors Association executive board members.
	+ Tim and Phil participated in the open panel discussion with other members from across the country.
	+ The panel discussion is recorded and posted on the MFDA website.
	+ Phil Duma and Tim discussed the MI response and representatives from OH FDA discussed their state’s response on the panel.
	+ MI-MORT (Michigan) was the only state with a Mass Fatality Response that was formally activated and deployed in the United States, although not all states have a Mass Fatality Response team. Other states that have a Mass Fatality Response team include Ohio and Florida.
	+ The panel discussion went well with each state having 5 minutes to discuss their response. The rest of the 60-minute panel discussion consisted of a Q & A and virtual meeting period.
	+ A 3- or 4-page article is featured along with an interview by Tim Schramm in the Michigan Funeral Directors Association (MFDA) Journal on the MI-MORT COVID-19 response, mission, identified lessons learned and what was accomplished. Cana Garrison will share the PDF article with Jessica Gould and copies of the magazine will be shared with the Command Staff.
	+ Jennifer Lixey Terrill asked if an article may be written on the response.
	+ Jessica and Tim will do a 30-minute discussion at the Michigan Association of Medical Examiners (MAME), conference later this year.
	+ Kesha Dixon questioned whether the MI-MORT website was still active? Jessica said it was down for a few days but is up and running now. Tim said there was a domain issue, which Markus Neuhoff took care of and the domain was moved to Google.

**Future Meetings**

* September 24, 2020
* October 22, 2020
* No November Meeting
* No December Meeting