**MI-MORT Command Staff Meeting**

**February 25, 2021**

10:00 a.m. – 12:00 a.m.

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Conference ID: 566 072 086# (check number on agenda)

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Attendance: Tori Arnold, Brook Babcock, Dr. Gary Berman, Kesha Dixon, Linda Clegg, Rick Drummer, Jerry Ellsworth, Dr. Todd Fenton, Dr. David Foran, Michelle Fox, Bill Funk, Hanna Friedlander, Cana Garrison, Bob Gilbert, Jessica Gould, Jennifer Lixey-Terrill, Patti Lyons, Kelcy McArthur, Tracee McIntosh, Jim Meyer, Dr. Brian Murphy, Benjamin Parker, Dr. Maureen Schaefer, Roger Simpson, Tim Schramm, Ryan Wilkinson

**Updates**

* **Volunteer Update – Kesha Dixon**
* Kesha Dixon thanked everyone who provided updates on MI-MORT members who did not respond to previous emails whether they wanted to remain active on the MI-MORT team or who had non-active emails. Kesha is updating accounts according to responses.
* Tori Arnold updated BETP staff have been very busy responding to volunteers who want to assist with COVID-19 vaccination at the county level. Once things calm down, BET will send out an email to advise volunteers of other state programs, such as MI-MORT so there may be an influx of MI-MORT volunteers coming soon but may not happen until the fall.
* Jessica updated the sister program of MI-MORT, MI-TESA, that works with mass accident victims and is almost like a field hospital, is looking for volunteers to assist with setting up tents and equipment logistics. Jessica was contemplating sending out MI-TESA recruitment request to MI-MORT members, but before she does, she wanted to make sure this was fine with the team. A question on whether this volunteer request will be specific to MI-TESA team assisting with setting up of the field hospital equipment, running generators, and making sure that everything is safe and operational for the MI-TESA system, which is similar to the MI-MORT set up.
* Maureen Shaffer would love to volunteer in other ways. Tim Schramm said any way that people are willing to volunteer such as setting up vaccination sites, MI-TESA, or any other volunteer he has no problem with and thinks it is a great idea.
* Jim Meyer asked if during a real-life incident would MI-TESA and MI-MORT be set up at the same time? Tim said since the pandemic logistics have changed the way we all do things, he feels that MI-TESA would not be set up at a mass fatality incident such as an airplane crash and that MI-TESA is more a Just in Time volunteer activation and should not interfere with MI-MORT activities.
* **MI-MORT Financial Report Update**
	+ Tim updated there is no financial update from last month since there were no new purchases or expenditures. The remaining MI-MORT budget is still approximately $8,600.00.
	+ During the February meeting wish list items were discussed. Are there any items we would still like to purchase?
		- Brook Babcock is working on a purchasing a security system, a gator may be needed for DPMU, and additional computer equipment may be needed.
	+ The goal is to spend funding by June 30, 2021. The new 2021-2022 funding contract begins July 1, 2021.
	+ If there are other items that are needed, please contact Jessica Gould or Tim Schramm with requests.
* **Current COVID Update**
	+ Jennifer Lixey Terrill updated that as of today, there have been 112.6 million COVID-19 cases with 2.4. million deaths worldwide.
	+ Michigan has 538,964 cases in total, with 15,409 deaths. That is an additional 1,045 positive cases and 9 deaths since yesterday.
	+ The Michigan COVID-19 rate is 2.6% per 1,000. Most deaths are for persons over 80.
	+ The B.1.1.7 variance has about 337 cases in a handful of Michigan jurisdictions, most in correctional facilities, with the majority in Washtenaw County.
	+ The big COVID-19 news is the new Johnson and Johnson vaccine may be approved soon. The Johnson and Johnson rate are 75% effective, which is better than the flu vaccine. The ACIP is putting together distribution procedures for the Johnson and Johnson vaccine, which is a one dose vaccine. The J & J vaccine may be provided to transient or homeless residents who may be harder to locate for a second dose. The Johnson and Johnson vaccine should be distributed by mid-March and the rumor is millions of doses will be distributed throughout the states.
	+ The B.1.526 variance was found in in New York. So far there is no cases in Michigan yet.
	+ Michigan is working closely with the Department of Agriculture to provide vaccines to prioritize food and supply chain workers groups, such as meat packers since workers cannot socially distance.
	+ Ford Field is getting ready to become a mega vaccination site. Details have not been approved yet. Vaccinations will be the largest component for Ford Field but may also include testing and education sites. National Guard, Department of Defense, MDHHS, MSP will visit Ford Field to plan logistics, with hopes of distributing 6,000 vaccines per day. Soft start March 23, with hard start on March 24. This is a federal program.
	+ MDHHS continues to create additional mobile vaccination sites, priority groups, and allocation of vaccines which is under review.
	+ MI-MORT workers should have been considered for the 1A vaccination group, Jennifer Lixey Terrill pushed up the request to do so.
	+ Bill Funk updated that in Muskegon County Funeral Directors were already considered in group 1A, so this may be a priority county by county. Bill Funk received his first dose on January 7, and his second dose on January 21. Bill said there are currently zero COVID-19 cases in the Muskegon hospitals. Tim updated that COVID-19 capacity at hospitals is running at 65% out of 75% capacity.
	+ Tim said on behalf of mortuary workers in the state of Michigan he thanked Jennifer for advocating for moving mortuary workers from group 1B to 1A in the vaccination effort, which occurred as of February 15, 2021. Tim’s staff has already started second doses. Thank you also goes to Cana Garrison for her support in making this change happen for mortuary staff.
	+ Dr. Murphy asked if there was any way to reevaluate vaccinations for MI-MORT members? Jennifer updated there is a shortage at this time, and we are very limited with the vaccine, and she hopes the Johnson and Johnson vaccine will improve the changes for all to get the vaccine. DMORT members letters were distributed to members already with the 1A status, so there is a discussion that MI-MORT should also be considered 1A as part of the Emergency Staff.
* **SNAP Unit Procedure**
	+ Last month the SNAP Unit plan was reviewed. Tracee McIntosh and Jessica Gould made updates and sent it to Kelcy McArthur recently to update plan.
	+ Since the fingerprint section is already set up in the morgue, the SNAP unit will be near that section.
	+ Kelcy is currently reviewing the SNAP Unit procedural plans and hopes to have it ready for review by the Command Staff by the March 25, 2021 meeting to be approved and finalized and added to the SOP.
* **Improvement Plan**
	+ Jessica Gould reviewed the Improvement Plan.
	+ The top three to five priorities should be implemented in the final document.
	+ Bill Funk noticed following the last deployment, we really need to develop a triplicate form for restocking supplies since this has been an issue for years. Bill feels ordering 1,000 triplicate forms would help with the restocking system, with one copy going to the person ordering, one going with the order, and the third copy used to reorder supplies for restocking. Bill said they have been keeping records on a legal pad now, and this system is not working.
	+ Brook Babcock or Bill Funk will develop the form, and Patti Lyons will order through 1,000 copies through the DTMB printing service.
	+ Tim Schramm shared a DMORT social media procedure document which will be included in the SOP.
	+ Jessica discussed the facility checklist and will share this form with the DPMU team. Tim suggested sending the checklist to the entire Command Staff since there are several sections who may want to comment to make sure nothing is missing. Bill asked if #9 of the IP includes DPMU in the Go Team, since they want to make sure the site addresses all needs correctly. Tim suggested sharing the updated checklist with the entire Command Staff to make sure nothing is missing.
	+ The site should also include hotels that can accommodate laundry facilities. Jessica will share both lists for review.
	+ Procurement requests and purchasing processes will be discussed with Janis Tipton.
	+ Brook Babcock is working to purchase security equipment. This action item will be changed to blue to show work in progress. Jennifer Lixey Terrill suggested security procedures be added to the JAG.
	+ EMS process discussion.
	+ Items in yellow have already been addressed.
	+ Bob Gilbert asked a MERC unit supply questions. A third set of rails, new hoses, and wider backboards may be needed.
		- Roger Simpson may have a detailed order list.
		- A discussion on trays followed since the team is looking for another way to lift the deceased rather than using a forklift. What type of forklift would work? A forklift that can maneuver mud would be great. Bill Funk said most cities have lifts that could be rented.
		- A third set of rails would provide stability and support the trays and spread out the weight.
		- There is a lot more work to be done with the backboards, but the trays currently do catch leaks.
		- Jessica will work with Jerry Ellsworth to purchase the third rails to make the system work.
	+ A VIC question was asked. Would vaccines be required before deployment? Tim Schramm thought it would not be mandated. Jessica said it is not. Vaccines are current under an Emergency Use Authorization (EUA) approval, and the vaccine is not required. Tim said vaccines are highly recommend for his staff but is not a requirement.
* **Dexis Update**
	+ All paperwork for the Dexis was submitted by Jessica Gould. Jennifer Lixey Terrill stated it looked like the machine will get final approval soon.
	+ Once final approval is received, the machine will be purchased using MSP Emergency Management Homeland Security Grant funding.
	+ Jennifer suggested considering applying for 2021 carryforward funding too.
* **BETP Update**
	+ Jessica and Tim will continue to touch base on Wednesdays to decide if a meeting is necessary to discuss MI-MORT activities. Tracee McIntosh and Maureen Schaeffer will continue to take meeting notes and share notes with the team when meetings occur.
* N**ext Meetings**
	+ The next MI-MORT Command Staff meeting will be held March 25, 2021 at 10:00 a.m. virtually.
	+ Future meetings will be adjusted back eventually to in person meetings and will include virtual options.

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| **2021 Future Meetings** |
| * March 25, 2021
 | * August 26, 2021
 |
| * April 22, 2021
 | * September 23, 2021
 |
| * May 27, 2021
 | * October 28, 2021
 |
| * June 24, 20211
 | * No November 2021 Meeting
 |
| * July 22, 2021
 | * No December 2021 Meeting
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