**MI-MORT Command Staff Meeting**

**April 22, 2021**

10:00 a.m. – 11:00 a.m.

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Attendance: Tori Arnold, Brook Babcock, Dr. Gary Berman, Linda Clegg, Rick Drummer, Dr. Todd Fenton, Dr. David Foran, Hanna Friedlander, Cana Garrison, Jessica Gould, Patti Lyons, Kelcy McArthur, Tracee McIntosh, Jim Meyer, Dr. Brian Murphy, Dr. Maureen Schaefer, Tim Schramm, Jennifer Lixey Terrill

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| **Call to Order** | Tim Schramm |
| * **MI-MORT Financial Report Update**
	+ There are no changes from last month.
	+ The third railing system for the MERC will be ordered at a cost of less than $7,000.
	+ $8,600 is left to be used by June 30, 2021.
* **Current COVID Update**
	+ Jennifer Lixey Terrill provided an update on COVID-19.
		- Globally there are almost 144 million cases and 3 million deaths
		- The United States has 31.8 million cases and 569,000 deaths
		- Michigan has 804,724 cases and 17,031 deaths
		- >5009 variant cases total; 4700 are B117 cases
		- Age 10-19 group is leading case rates
	+ There has been a large uptick in hospitalization rates. Recent case increases are associated with travel and those that are out and about causing increased transmissions.
	+ There will be a vaccination meeting tomorrow to discuss the Johnson and Johnson vaccine, with hopes of good news. The UK is allowing its use again.
	+ There was a vaccine clinic in Troy for tribes, with 2,300 receiving their first vaccine.
	+ There is a Local Emergency Manger call today.
	+ As of Tuesday, April 20, 2021, 6.655 million vaccine doses have been administered with 100% of LTCs receiving their 2nd doses.
	+ There has been an increase in cases in Region 2N and Region 2S, which has available morgue capacity at 30% on average. There have been no requests for assistance. There was a request for additional body bags, but the region was able to provide supplies. There are additional body bag supplies at the state if needed.
	+ At the Ford Field vaccination site, during Week Five 166,000 doses were administered with 42,000 receiving their second dose. Those participating are getting exceptional care.
	+ After an audit was conducted at the SEOC, four new policies are being created for equipment purchases. Agencies ordering equipment will now have responsibility/obtain ownership as soon as equipment arrives.
* **Snap Unit Procedure**
	+ Jessica displayed the final document with no additional changes. It will be added to the SOP.
	+ Kelcy McArthur thanked the Command Staff, Jessica, and Tracey McIntosh for all their support and hopes the document never has to be used but said the document and their services are available if needed.
* **Improvement Plan Discussion**
	+ **Update status for Supply Orders:**
		- A few months ago, there was a discussion about the supply order form. Creating a triplicate form was discussed for reorders. Bill Funk and Brook Babcock were going to work to create a triplicate document.
		- Bill updated he has not received anything from Brook. Bill said that once Brook sends him something, he will work on the form and share his draft form
	+ **Environmental checklist review**
		- Jessica displayed the checklist which has been updated adding the clarification “occupancy” section.
		- Jessica also changed the spacing and did some minor changes to the document, which was shared. The document is now ready for the SOP.
	+ **Security Equipment process**
		- Brook has researched 8-10 different options for a security system. He will share the best options available during the next meeting.
		- One issue Brook is having is most service providers require a contact and he does not want to send MI-MORT videos out through a website that can be hacked or shared.
		- Bill Funk suggested Night Owl. He gets a security video sent to his phone through this program. He said everything is wireless, works by battery, and works great. Brook is trying to find something without internet services through another company. He will review Night Owl, but said it may be good for home usage, but maybe not for MI-MORT.
		- Jessica asked if cannot find something that works, should we purchase a basic system and update as needed? Yes.
	+ **MERC Supplies (rails, etc.)**
		- Jerry Ellsworth has a quote from the manufacture for the 3rd rail system, which will prevent tipping of backboards. The purchase also includes two 5-gallon containers of coolant. The order will be placed using the MFDA credit card. Sandy West sent Jerry a message yesterday to finalize the purchase.
		- Brook said BETP also purchased 2 red carts to hold and move the trays that are part of the small MERC system.
	+ **Next Areas to Work on for the Improvement Plan**
		- Jessica marked all completed areas in green on the Improvement Plan.
		- The EMS checklist list was discussed. Is there someone assisting in the development of the checklist? Roger Simpson was suggested to help since he was the onside administrator for this action. Roger said he was the administrator, but this checklist is for MI-MORT not EMS. Jessica will discuss this section with Derick Flory. Tim has documents to get the process started and will share them with Jessica.
		- Are we looking to build on the transportation plan? Tim suggested discussing the checklist with Jim Meyer, Mark Noss, and Roger and though it would be a good start.
		- Tim felt the Site Recovery document and Transportation Plan should be reviewed. Tim will share the Victim Recovery document with Jessica.
		- Tracee McIntosh said DART uses the VIP form that requires a signature. She suggested there be additional spots added to add information. Tim said this form was used specifically for the COVID-19 response by EMS. DART was not activated, so additional information may be needed before sending information to the Remains Management section.
		- The Mass Fatality Plan has been updated and is under review.
		- Jessica will update the MI-MORT SOP once any forms are developed or finalized.
		- There were location logistical issues on what deployed members should bring with them to the site. We may need to develop a communication checklist for volunteers. Tim will help Jessica develop the form.
		- A Return to Normal Operations piece should be developed.
		- Deploying a dedicated onsite logistics person for IMT to support the activation should be included. A Supply Chain leader or Logistics Officer can be obtained through the SEOC. The Coast Guard also offers support as needed and currently provides support at Ford Field.
		- Jessica asked for volunteers to work on the re-deployment checklist. Jennifer will find someone to assist, such as Matt McCormick. We may need additional IT support. The MVR has lists who may support MI-MORT. Tori Arnold said there is 277 at-large volunteers, but we should send an ask and assign MI-MORT positions since some volunteers have non-medical backgrounds. Volunteers can also be search by skill and training.
		- Tim asked if the Call Down Drills will continue in May? Tori said she will work with Kesha Dixon to continue drills. Jessica will email Kesha today.
		- We will continue to meet to discuss the Improvement Plans until all sections are green.
* **COVID-19 Update Discussion**
	+ Tim update there is 90-95% patient capacity in Southeast Michigan hospitals with several systems, such as Beaumont and U of M stopping elective surgeries, especially in Wayne County.
	+ Those in the hospital are younger, aged 25-55.
	+ Hospitals have restricted patient access. Only visitors post vaccinated 14 days or only one visitor per patients are allowed.
	+ Funeral homes are seeing more decedents being moved from hospitals to off-site morgues, which is increasing travel time to pick up remains. Space in the funeral homes is limited, with 25-30 daily calls. It is nothing like last April, but certainly an uptick.
	+ Rick Drummer added that LTCs a year ago had 700-800 COVID-19 positive cases, but this week there are 31 showing vaccines are working.
	+ Jessica continues to monitor the fatality side, which has plateaued. Hospitals are not requesting morgue trailers at this time.
	+ Staffing shortages is an issue. Beaumont put out call to retirees for assistance to all staff including janitors, doctors, or any other type of staff.
	+ Maureen Schaeffer asked if there are increases in positive case for youth below 20 ages. Rick Drummer said most pediatric cases are in Region 2S with Region 2N, with Region 2N having 3 patients.
	+ Pediatrics age group is getting COVID-19, but not necessarily going to the hospital. Jennifer Lixey Terrill said the CHECC is looking into pediatric cases now, especially in the 10-19 age group. More information to come.
	+ Tim said the DMC Director was on the news with no specific numbers, but they are seeing an increase in inpatient pediatric COVID-19 cases, but they have plenty of inpatient capacity, which is being monitored.
	+ Cana Garrison, with MFDA, was on an MDHHS weekly call with healthcare providers recently. Last week it was reported that since April 2020 DeVos Children’s Hospital had 28 Multisystem Inflammatory Syndrome in Children (MIS-C) cases. Median age is 8.
	+ Rick said since May or June last year of MIS-C cases have been monitored, at the state and national levels.
* **Dexis X-Ray Machine Update**
	+ Dr. Berman asked the status of the purchase of the Dexis X-ray machine.
	+ Once Jessica receives a tax-free quote from Dr. Berman, she will be able to order.

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| **Future Meetings** |
| * May 27, 2021
 | * September 23, 2021
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| * June 24, 2021 – MFDA Convention
 | * October 28, 2021
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| * July 22, 2021
 | * No November 2021 Meeting
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| * August 26, 2021
 | * No December 2021 Meeting
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