

MI-MORT Fall Ex Rock n Socks 2022



Exercise Plan 9-21-2022

This Exercise Plan (ExPlan) gives elected and appointed officials, observers, media personnel, and players from participating organizations information they need to observe or participate in the exercise. Some exercise material is intended for the exclusive use of exercise planners, controllers, and evaluators, but players may view other materials that are necessary to their performance. All exercise participants may view the ExPlan.

EXERCISE OVERVIEW

Exercise Name	MI-MORT Fall Ex Rock n Socks 2022
Exercise Date	September 29, 2022 10:00 AM – 3:45 PM
Location	Lansing Community College West (see Appendix D for site map)
Scope	This blend of instruction and demonstration focuses on increasing participant knowledge of the Michigan Mortuary Response Team (MI-MORT) operating procedure and functions. This training and exercise is intended for MI-MORT volunteers, medical examiners, forensics, emergency management, and preparedness and response professionals.
Mission Area(s)	Response: To provide the State of Michigan a mass fatality resource that is readily deployed to any location in the State in response to an incident in which the number of dead has exceeded local or regional resources.
Capabilities	<ul style="list-style-type: none"> ▪ Healthcare and Medical Response Coordination ▪ Medical Surge
Learning Objectives	<ul style="list-style-type: none"> ▪ Increase participant knowledge of MI-MORT activation, pre-deployment and deployment, code of conduct, and Job Action Guides (JAGs) according to MI-MORT Standard Operating Procedures (SOP). ▪ Introduce participants to new planning developments for MI-MORT processes and logistic functions. ▪ Improve knowledge of MI-MORT information records keeping, handling and archiving. ▪ Increase participant awareness of demobilization and post-deployment mental health and recovery processes. ▪ Review Victim Information Collection Center (VIC) and Morgue Identification Center (MIC) processes and the Victim Identification Program (VIP) database.

<p>Exercise Objectives</p>	<ul style="list-style-type: none"> ▪ The MI-MORT in conjunction with the local medical examiner, local and state emergency management, and the Michigan Department of Health and Human Services (MDHHS), Community Health Emergency Coordination Center (CHECC) will facilitate the MI-MORT request and activation procedure. ▪ The MI-MORT will exercise use of T-card system for staffing and equipment check-in and check-out processes. ▪ The MI-MORT Command Staff will demonstrate morgue operational flow of remains and documentation. ▪ The MI-MORT will demonstrate ability to provide food, housing, and mental health services for volunteers. ▪ In coordination with the MDHHS, CHECC and local emergency management, the MI-MORT will test ability to expedite critical resource requests.
<p>Threat or Hazard</p>	<p>Gas/Propane explosion</p>
<p>Scenario</p>	<ul style="list-style-type: none"> ▪ A gas explosion at the Winning Ticket Amphitheatre resulting in a mass fatality emergency.
<p>Sponsor</p>	<p>Michigan Department of Health and Human Services, Bureau of EMS, Trauma and Preparedness, Division of Emergency Preparedness and Response</p>
<p>Participating Organizations</p>	<p>MI-MORT Medical Examiners Emergency Management Law Enforcement Forensics Healthcare Coalitions Local Health Departments State Emergency Management Coordinators</p>
<p>Point of Contact</p>	<p>Jessica Gould Healthcare Preparedness Program Specialist Division of Emergency Preparedness and Response GouldJ3@michigan.gov</p>

GENERAL INFORMATION

Exercise Schedule

This is a 6.45-hour exercise scheduled on Thursday, September 29, 2022 from 10:00 AM – 3:45 PM.

Table 2. Training and Exercise Schedule

	Training and Exercise Schedule
Time	Presentations
10:00 AM	Welcome and Introduction/Exercise Overview
10:05 AM	MI-MORT Operations Overview
10:30 AM	MI-MORT Demobilization and Post-Deployment Discussion
10:45AM	MI-MORT New Developments in Planning and Processes Discussion
Time	Demonstrations
11:00 AM	MI-MORT Activation Demonstration
11:05 AM	Badging Discussion
11:10 AM	Disaster Portable Morgue Unit Discussion (DPMU)
11:20 AM	Review Donning/Doffing Personal Protective Equipment (PPE) Demonstration
11:35 AM	Disaster Assistance Recovery Team (DART) Demonstration
11:50 AM	Remains Management Demonstration
12:10 PM	<p style="text-align: center;">Lunch:</p> <ul style="list-style-type: none"> ▪ Discussion: Obtaining MI-MORT Attire ▪ MI-MORT Operations Briefing/Job Action Guides
Time	Demonstrations
1:00 PM	Tracking remains and documentation through Morgue Operations
2:45 PM	VIC and MIC presentation
3:05 PM	Family notification, reunification, and release to funeral home discussion
3:20 PM	Open Discussion/Participant Feedback
3:45 PM	End Exercise/Adjourn

Exercise Objectives and Capabilities

The following exercise objectives in Table 1 describe the expected activities for the exercise. The objectives are aligned to Hospital Preparedness Program (HPP) capabilities necessary to achieve a specific objective.

Table 1. Exercise Objectives and Linked HPP Capabilities

Exercise Objectives	Capability
The MI-MORT in conjunction with the local medical examiner, local and state emergency management, and the MDHHS, CHECC will review MI-MORT request and activation procedure.	Healthcare and Medical Response Coordination Medical Surge
The MI-MORT will test T-card system for staffing and equipment check-in and check-out process.	Medical Surge
The MI-MORT Command Staff will demonstrate morgue operational flow of remains and documentation.	Medical Surge
In coordination with the MDHHS, CHECC and local emergency management, the MI-MORT will test ability to expedite critical resource requests.	Medical Surge
The MI-MORT will demonstrate ability to provide food, housing, and mental health services for volunteers.	Medical Surge

Exercise Purpose

The MI-MORT Fall Ex Rock N Socks 2022 is a blend of instruction, discussion, and demonstration targeted to increase participant knowledge of MI-MORT Standard Operating Procedure, with a focus on operational improvements that have been identified and implemented from prior exercises and real-world response.

Exercise Structure

This exercise is divided into two main sessions. The morning session is comprised of presentation topics that focus on general MI-MORT procedure, including new and updated planning processes and functions. The afternoon session consists of activity that provide opportunity for MI-MORT Command, Section Chiefs and Volunteers to gain experience through demonstration and discussion.

Demonstration will be facilitated by Disaster Assistance Recovery Team, Disaster Portable Morgue Unit, and MI-MORT Command and Section Chiefs. Morgue remains and accompanying documentation will be introduced into the exercise beginning with the DART. Remains Management will be simulated to test organization and flow of the MI-MORT.

Remains will be escorted through each of the Morgue Operation Sections for demonstration. The remains will be accompanied by a microphone and camera to allow each morgue section the opportunity to demonstrate their function to exercise participants. Visuals displayed on screen will aid demonstrations. Each Morgue Operation Section will have approximately up to 15 minutes for demonstration.

Control and Evaluation

A briefing will be scheduled prior to the start of the exercise to review roles and responsibilities and provide an avenue to answer questions. A lead controller will be designated to coordinate the overall exercise, and assist controllers and evaluators assigned by participating organizations.

Exercise Assumptions and Artificialities

In any exercise, assumptions and artificialities may be necessary to complete play in the time allotted and/or account for logistical limitations. Exercise participants should accept that assumptions and artificialities are inherent in any exercise and should not allow these considerations to negatively impact their participation.

Assumptions

Assumptions constitute the implied factual foundation for the exercise and, as such, are assumed to be present before the exercise starts. The following assumptions apply to the exercise:

- The exercise is conducted in a no-fault learning environment wherein capabilities, plans, systems, and processes will be evaluated.
- The exercise scenario is plausible, and events occur as they are presented.
- Exercise simulation contains sufficient detail to allow players to react to information and situations as they are presented as if the simulated incident were real.

- Participating agencies may need to balance exercise play with real-world emergencies. Real-world emergencies take priority.

Artificialities

During this exercise, the following artificialities apply:

- Exercise communication and coordination is limited to participating exercise organizations and venues.
- Some communications may need to be simulated to facilitate player actions.

EXERCISE LOGISTICS

Safety

Exercise participant safety takes priority over exercise events. The following general requirements apply to the exercise:

- Controllers are responsible for participant safety; any safety concerns must be immediately reported to the Lead Controller. The Lead Controller will determine if a real-world emergency warrants a pause in exercise play and when exercise play can be resumed.
- For an emergency that requires assistance, use the phrase **“real-world emergency.”** The following procedures should be used in case of a real emergency during the exercise:
 - Anyone who observes a participant who is seriously ill or injured will immediately notify emergency services and the closest controller, and, within reason and training, render aid.
 - The controller aware of a real emergency will initiate the **“real-world emergency”** broadcast and provide the Lead Controller with the location of the emergency and resources needed, if any.

Site Access

Security

If entry control is required for the exercise venue, the sponsor organization is responsible for arranging appropriate security measures. To prevent interruption of the exercise, access to the exercise site is limited to exercise participants. Players should advise their venue’s controller or evaluator of any unauthorized persons.

Media/Observer Coordination

Organizations with media personnel and/or observers attending the event should coordinate with the sponsor organization for access to the exercise site. Media/Observers are escorted to designated areas and accompanied by an exercise controller at all times. Sponsor organization representatives and/or the observer controller may be present to explain exercise conduct and answer questions. Exercise participants should be advised of media and/or observer presence.

POST-EXERCISE AND EVALUATION ACTIVITIES

Debriefings

Post-exercise debriefings aim to collect sufficient relevant data to support effective evaluation and improvement planning.

Hot Wash

At the conclusion of exercise play, the Lead Controller will facilitate an open discussion to allow players to discuss strengths and areas for improvement and evaluators to seek clarification regarding player actions and decision-making processes.

Controller and Evaluator Debriefing

Controllers and evaluators attend a facilitated C/E Debriefing following the exercise. During this debriefing, controllers and evaluators provide an overview of their observed functional areas and discuss strengths and areas for improvement.

Participant Feedback Forms

Participant Feedback Forms provide players with the opportunity to comment candidly on exercise activities and exercise design.

Evaluation

Exercise Evaluation Guides

Exercise Evaluation Guides (EEGs) assist evaluators in collecting relevant exercise observations. EEGs document exercise objectives and aligned core capabilities, capability targets, and critical tasks. Each EEG provides evaluators with information on what they should expect to see demonstrated in their functional area. The EEGs, coupled with Participant Feedback Forms and Hot Wash notes, are used to evaluate the exercise and compile the After-Action Report (AAR).

After-Action Report

The AAR summarizes key information related to evaluation. The AAR primarily focuses on the analysis of capabilities, including capability performance, strengths, and areas for improvement. AARs also include basic exercise information, including the exercise name, type of exercise, dates, location, participating organizations, mission area(s), specific threat or hazard, a brief scenario description, and the name of the exercise sponsor and point of contact.

Improvement Planning

Improvement planning is the process by which the observations recorded in the AAR are resolved through development of concrete corrective actions, which are prioritized and tracked as a part of a continuous corrective action program.

After-Action Meeting

The After-Action Meeting (AAM) is a meeting held among decision- and policy-makers from the exercising organizations, as well as the Lead Controller and members of the Exercise Planning Team, to debrief the exercise and to review and refine the draft AAR and Improvement Plan (IP). The AAM should be an interactive session, providing attendees the opportunity to discuss and validate the observations and corrective actions in the draft AAR/IP.

Improvement Plan

The IP identifies specific corrective actions, assigns them to responsible parties, and establishes target dates for their completion. It is created by elected and appointed officials from the organizations participating in the exercise and discussed and validated during the AAM.

PARTICIPANT INFORMATION AND GUIDANCE

Exercise Rules

The following general rules govern exercise play:

- Real-world emergency actions take priority over exercise actions.
- Exercise players will comply with real-world emergency procedures, unless otherwise directed by the control staff.
- All communications (including written, radio, telephone, and e-mail) during the exercise will begin and end with the statement **“This is an exercise.”**

Players Instructions

Players should follow certain guidelines before, during, and after the exercise to ensure a safe and effective exercise.

Before the Exercise

- Review appropriate organizational plans, procedures, and exercise support documents.
- Be at the appropriate site **at least 15 minutes** before the exercise starts. Wear the appropriate uniform and/or identification item(s).

During the Exercise

- Respond to exercise events and information as if the emergency were real, unless otherwise directed by an exercise controller.
- Controllers will give you only information they are specifically directed to disseminate. You are expected to obtain other necessary information through existing emergency information channels.
- Do not engage in personal conversations with controllers, evaluators, observers, or media personnel. If you are asked an exercise-related question, give a short, concise answer. If you are busy and cannot immediately respond, indicate that, but report back with an answer as soon as possible.
- If you do not understand the scope of the exercise, or if you are uncertain about an organization’s participation in an exercise, ask a controller.
- Parts of the scenario may seem implausible. Recognize that the exercise has objectives to satisfy and may require incorporation of unrealistic aspects. Every effort has been made by the exercise’s planning team to balance realism with safety and to create an effective learning and evaluation environment.

- All exercise communications will begin and end with the statement “This is an exercise.” This precaution is taken so that anyone who overhears the conversation will not mistake exercise play for a real-world emergency.
- Speak when you take an action. This procedure will ensure that evaluators are aware of critical actions as they occur.
- Maintain a log of your activities. Many times, this log may include documentation of activities that were missed by a controller or evaluator.

After the Exercise

- Complete the Participant Feedback Form. This form allows you to comment candidly on exercise activities and effectiveness.
- Provide any notes or materials generated from the exercise to your controller or evaluator for review and inclusion in the AAR.

Simulation Guidelines

Because the exercise is of limited duration and scope, certain details will be simulated. The physical description of what would fully occur at the incident sites and surrounding areas will be relayed to players by presenters, simulators or controllers.

SCENARIO

(Thankyou to the Macomb County Medical Control Authority for adaptation of this scenario)



On a Spring evening during a music concert an accidental gas explosion occurs at the Winning Ticket Amphitheatre between concessions and the Amphitheatre bar. The explosion results in an ensuing fire of concession buildings, bar, wood fencing, west side of the stage, and three tour busses.



The concession area is destroyed, bar area collapsed, and west side of pavilion roof damaged. Due to the explosion and impact of the blast, many of the personal items have been separated from the victims. Purses, handbags, etc. are scattered over the scene. Cell phones are no longer with many of the remains as they were in their hands at time of explosions. Much of the clothing is burned or damaged, and families have been separated.



Responding units have cleared scene of survivors and law enforcement has completed investigation. The Medical Examiner has started work, and many of the remains are dismembered or burned. The Medical Examiner has determined a need for support and has requested the MI-MORT, and Michigan State Police (MSP) has requested the DART. MI-MORT will need a lead time of 24 hours to mobilize all resources.

Appendix A: Exercise Participants

Participating Organizations
Benton Township Fire Department
Detroit Medical Reserve Corps Council
Eaton County Emergency Management
Halbritter-Wickens Funeral Home
HOPE Animal Assisted Crisis Response
Lapeer Health Department
Madonna University
Michigan Dental Association
Michigan Department of Corrections
Michigan Department of Health and Human Services
Michigan Mortuary Response Team
Michigan State Police
Michigan State University
Michigan Volunteer Defense Force
MidMichigan Medical Center-Midland
My Community Dental Centers
Nova Agency
Region 2N Healthcare Coalition
Region 3 Healthcare Coalition
Southeastern Michigan Health Association
University of Michigan
WMU School of Medicine

Appendix B: Communications Plan

All spoken and written communication will start and end with the statement, “THIS IS AN EXERCISE.” The need to maintain capability for a real-world response may preclude the use of certain communication channels or systems that would usually be available for an actual emergency incident. In no instance will exercise communication interfere with real-world emergency communications. Each venue will coordinate its own internal communication networks and channels.

Exercise Player Communication Directory		
Agency	Phone	800 MHz Radio
State		
Community Health Emergency Coordination Center	517-335-8375	CHOPHP1

Appendix C: Acronyms

Acronym	Term
AAM	After-Action Meeting
AAR	After-Action Report
C/E	Controller/Evaluator
CHECC	Community Health Emergency Coordination Center
DART	Disaster Assistance Recovery Team
EEG	Exercise Evaluation Guides
ExPlan	Exercise Plan
HPP	Hospital Preparedness Program
IP	Improvement Plan
JAG	Job Action Guides
MDHHS	Michigan Department of Health and Human Services
MIC	Morgue Identification Center
MI-MORT	Michigan Mortuary Response Team
SOP	Standard Operating Procedures
VIC	Victim Identification Center
VIP	Victim Identification Program database

Appendix D: Sitemap

5708 Cornerstone Dr, Lansing, MI 48917

Guests may park anywhere there is an open spot. The main entrance is facing the corner of Sanders Ct. and Cornerstone Drive. GPS may route down Snow Road, and will route across a side entrance, first.



Enter through the main entrance. The conference room for the exercise is a short walk to the right of the main entrance.

