**3-8-24 Region 5 MCI Full Scale Exercise Final Planning Meeting**

**Exercise Date/Time/Location:**  Thursday, April 25, 2024, 8 am to noon at participating hospitals (rain date May 2nd)

**Exercise Web Page (DO NOT SHARE OUTSIDE PLANNING TEAM):** <https://www.centralfladisaster.org/atruckloadoftrouble>

**Exercise Name: A Truck Load of Trouble.**

**Exercise Logo: Logo winner was #4**



**Finalize Draft Exercise Scenario**: Planning Team approved final scenario; posted to website

**Players: See list of hospitals participating**

**Supporting Partners:**

* Emergency Management/ESF8
* EMS Agencies
* FBI
* DHS
* RDSTF-5
* Local Law Enforcement Agencies
* Schools/Universities
* FDOT Traffic Incident Management (Andrew Jenkins, FDOT EM, 386-279-5476, [Andrew.Jenkins@dot.state.fl.us](mailto:Andrew.Jenkins@dot.state.fl.us))
* Civil Support Team (Capt Brian Eppers, 904-682-2415, [Brian.k.eppers.mil@army.mil](mailto:Brian.k.eppers.mil@army.mil))

The Civil Support Team joined the planning group. Captain Eppers reported they are a full-time National Guard unit that provides chemical and biological support to incident commanders. Lynne will send the exercise materials and they will determine where they can support.

Andrew Jenkins, Florida Department of Transportation Emergency Management, advised he can support as needed. Lynne asked for their assistance in determining impacts on the healthcare and emergency response system that we may not have anticipated.Alan Harris asked if they could participate with the fire department and law enforcement in Altamonte Springs and Mike Hudson stated he is available. Andrew stated that he would typically be in the district office in Deland but can go wherever needed. Alan will send an invitation to Mike Hudson.

**Exercise Action Plan Updates:**

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| **Action** | **Lead** | **Due Date** | **Status** |
| Prepare for, facilitate, and document planning meetings | Coalition | Ongoing | C&O 12/8/23 – completed  IPM 1/12/24 - completed  MPM 2/9/24 – completed  FPM 3/8/24 - completed |
| Gather and report Hospital Exercise Participants and staffed acute bed numbers (to calculate 20% surge) | Lynne Drawdy & Participating Hospitals | 12/31/23 | Completed - see attached list  Regional 20% surge is 2,349 |
| Gather and report hospital needs (re victims, logistics, EMS, LE, etc. | Lynne Drawdy & Participating Hospitals | 1/31/24 | Mostly completed (some updates are in progress) |
| Coordinate Emergency Management involvement  Danielle will get direct numbers to EOCs. | Danielle Balser & County Emergency Management | 3/1/24 | Lynne thanked Seminole Emergency Management who will do a full activation that day and is providing controllers for all Seminole Hospitals.  Danielle reported all EM agencies confirmed that they will provide a Sim Cell and she sent an invite to all EM teams for call that day. Lynne asked for a list for all Sim Cell players in each county (including name, email and cell phone). |
| Draft Exercise Plan | Coalition | 3/8/24 | Coalition will send out the draft exercise plan in mid-March. |
| Communications Plan | Coalition | 3/31/24 | The Coalition will build the communications plan (including controllers, evaluators, Sim Cells, CFIX)  Communications will be via text, email and EMResource). Lynne asked if the Coalition could work with Seminole Emergency Management to set up the text group. Steven Lerner stated he will put together a Text Group for Controller and Evaluators and sent the opt-in information to Lynne to distribute.  . |
| Coordinate EMS support | EMS Workgroup (Matt Meyers will schedule) | 3/31/24 | EMS Needs provided by hospitals  Matt is working with EMS agencies to assign to hospitals and has developed an EMS Job Action sheet. Matt stated that the web page contains the EMS list. |
| Notify & engage RDSTF partners | Daniel Warren | 3/1/24 | Completed. Danny Warren stated that all have been notified and he does not know of any conflicts. |
| Coordinate local law enforcement involvement support | Daniel Warren | 3/31/24 | Coalition provided a list of hospital needs. Danny stated that the law enforcement agencies have been notified and he will coordinate with Alan to make sure we are not duplicating efforts.  Lynne and Michelle Rud will develop a law enforcement JAS. |
| Coordinate FBI Involvement “bad guy” actors | Justin Crenshaw | 3/31/24 | Coalition provided a list of hospital needs and Justin is working to assign these. He will participate at the command post. Justin has developed instructions. Some bad guy actors will also play distraught parent; Justin asked hospitals to let him know if that is needed and he will make it happen. |
| Integrate Disaster Behavioral Health for Victims/Responders | Lynda W. G. Mason | 3/31/24 | We added an inject about distraught family members. Lynda will review. |
| Develop MSEL | MSEL Workgroup | 3/31/24 | Workgroup met March 1st.  Draft MSEL sent out to workgroup for review.  MSEL provided to planning team and comments are due by 3/21/24. FBI and CFIX will work on BOLOs. Lynne has these from last year if needed. |
| Identify plan to capture MRSE information | Coalition & Hospitals |  | Lynne is waiting for all hospitals to assign this individual and she will schedule a meeting with the MRSE points of contact to review data collection and reporting. She reminded the group that this is a federal requirement. |
| Develop follow-up cyber TTX materials (virtual) | FBI/DHS/Coalition | 4/19/24 | Lynne advised that many hospitals have indicated interest. Lynne will send the list to the workgroup. |
| Volunteer Management:   * Identify Schools * Flyers to register victim volunteers * Finalize volunteer reception center and/or hospital staging areas * Waiver (English & Spanish) * Victim volunteer instructions (video) * T-shirts * Meeting with volunteer POCs, hospital staging coordinators and transportation * Develop hospital instructions | Coalition | 4/12/24 | Registration is underway and ends April 12th.  The Coalition is finalizing volunteer reception centers  The waiver has been completed (English and Spanish)  Lynne gave kudos to John Corfield and Darby Leimer for putting together a video for volunteer victims (the group previewed the video and instruction sheet).  Hot Zone will sponsor t-shirts  We have secured two moulage vendors and hope to have at least one for every volunteer reception center; we will have written instructions and moulage training during the Volunteer Management training. This training will be recorded.  A meeting will be scheduled in early April with the hospitals, transportation representatives and the schools to ensure there is no confusion about where students are dropped off or staged.  The coalition will send out a hospital instruction page to hospital controllers |
| Develop triage tags | Triage Tag Workgroup (Michelle Rud will take the lead) | 2/29/23 | Michelle Rud drafted these and Matt and Beverly completed the acting instructions. The drafts were sent to the workgroup for review (Michelle Rud, Amanda Freeman, Darby Leimer, Kathleen Lyons). Amanda said she would have a physician review these and Lynne will share with Dr. Zito.  The group discussed the symptoms for the chemical release; this is included for the hospitals to practice decon and should not require a request for CHEM PACKs. The group agreed to hold that and build into the scenario for next year’s exercise. We shared the updated CHEM PACK list with the hospitals, EM and ESF8 and have included these in EMResource. We will include a CHEM PACK presentation at a future Coalition meeting.  Lynne will send these out for review and comment by 3/1/24. |
| Develop transportation plan | Jafari Bowden and Rafael Acevedo (Lynx); Bill Wen (Orange PS), Arby Creach (Osceola PS), Lake, Volusia, Coalition | 3/31/24 | The Coalition will provide a list of transportation needs for each county and will schedule calls with each group. |
| Recruit, Assign, Train Evaluators / Controllers | Coalition | 4/19/24 | Reminders will continue to be sent.  106 have registered to date, including personnel from two out of state health systems. People drop out so it is important that we assign more than requested.  Assignments will begin mid-March.  Evaluator training scheduled for Monday, April 15th at 2 pm (will be recorded for those unable to attend)  The Coalition will provide generic EEGs to the hospitals (HICS, Decon, ED, etc.)  Hospitals will be responsible for making contact with their evaluators/controllers in advance to confirm assignments and will provide appropriate EEGs to their assigned evaluators. Evaluators will turn in EEGs to hospitals before leaving. |
| Recruit, Assign, Train Volunteer Management Staff | Coalition | 4/19/24 | Reminders will continue to be sent. Have reached out to EM, PH to ask that they send out to their volunteers (e.g. MRC, CERT, etc.)  19 have registered to date and we need at least 100. We struggle with this every year – please recruit!  Training has tentatively been scheduled for Monday, April 15th at 3:30 pm (including moulage training). This will be recorded for those unable to attend. |
| PIOs | Osceola PIO | 4/19/24 | Exercise PIO is Joshua Holder (joshua.holder@osceola.org]  The Coalition will provide a list of hospital PIOs. |
| Press Release | Coalition (send out through partners) | 4/19/24 | Lynne will draft and send out to the planning team for review. The exercise PIO will field calls and put the media in touch with the local hospital media POC. |

**Open Discussion: Local Issues/Concerns/Sensitivities:**

The Coalition will ask the Civil Support Team to provide a briefing at an upcoming Coalition meeting. Justin Crenshaw will coordinate with the CST on the exercise.

April asked for additional information on the Pulsara pilot. Lynne will ask the Pulsara POC to get in touch. We will use Pulsara in demo mode during the exercise.

Eric reminded the planning team that we are considered trusted agents, so please don’t communicate with hospital personnel regarding agent, scenario, etc. This would defeat the purpose of the exercise.

Danny said he has been interacting with the other six regions and this is the largest exercise in the state and he applauded all for their efforts. Lynne said one of the region's most significant strengths is its partnerships.

**Future Meeting Dates**:

* Evaluator/Controller training: April 15th at 2 pm (will be recorded)
* Volunteer Management training: tentatively scheduled April 15th at 3:30 pm (will be recorded)
* Transportation Meetings: TBD
* Meeting with Hospitals & Schools: TBD
* Final Check: April 19th from 9 am to 10:30 am
* Exercise: April 25th – 8 am to noon (Rain Date May 2)
* After Action Meeting (re Objectives/Capabilities): May 10th – 9 am to 10 am
* Exercise Debrief (exercise planning/logistics): May 10th – 10 am to 11 am

**Attendees:**

Alan Harris

Amy Johnson

Andrew Jenkins

April Taylor

Austin Beeghly

Beverly Cook

Bill Litton

Brian Eppers

Christina Proulx

Christopher Dorans

Clint Mecham

Daniel Hensler

Daniel Warren

Danielle Balser

Eli Jordan

Eric Alberts

Garrett Popovich

Georgianne Cherry

Huong Lily Nguyen

Jafari Bowden

Jason Klein

Jemima Douge

Jenn Hulse

Jennifer Mills

Jo Dee Alverson

John Maze

John Mulhall

John Wilgis

Justin Crenshaw

Justino Narvaez

Karen Street

Kathleen Lyons

Kelley Jenkins

Leigh Spradling

Lynda D. W. G. Mason

Lynne Drawdy

Maggie Deangelo

Manuel Soto

Marben Aquino

Matt Meyers

Megan Milanese

Melissa Ell

Michelle Rud

Mike Hudson

Natasha Roman

Patrick Cassell

Sai Oicata

Samantha King

Stacy Brock

Steve Leve

Steven Lerner

Tommy Curtis

Tommy Oliveras

Vanessa Degyansky

Wayne Struble

Yolanda Buckles