**2024 Region 5 Mass Casualty Exercise**

**Mid-Term Planning Meeting Agenda**

**Friday, February 9, 2024 9:00 AM – 10:30 AM**

Zoom link:

<https://us06web.zoom.us/j/3615841429?pwd=ZGExVXdSVmdXVnAzY2J4dy91UXI5UT09>

Meeting ID: 361 584 1429, Passcode: q8C2Cf

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

**Exercise Name: A Truck Load of Trouble** (logo being designed and will be sent out for vote)

**Finalize Draft Exercise Scenario**: Group Discussion

**Players:** Confirmed hospitals participating (most are doing live victim volunteers; some doing triage tag/paper victims (see hospital needs list)

**Supporting Partners:** Emergency Management/ESF8

* EMS Agencies
* FBI
* DHS
* RDSTF-5
* Local Law Enforcement Agencies
* Schools/Universities
* FDOT Traffic Incident Management [michael.hudson@dot.state.fl.us](mailto:michael.hudson@dot.state.fl.us)

**Exercise Action Plan:** Leads to provide 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  MPM 2/9/24 |
| 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 | Calls have been held with most hospitals and we are close to finalizing the list. This information informs exercise logistics. |
| Coordinate Emergency Management involvement  Danielle will get direct numbers to EOCs. | Danielle Balser & County Emergency Management | 3/1/24 | Goal is for each county EM/ESF8 to activate or operate a county SimCell |
| Draft Exercise Plan | Coalition | 3/8/24 | The Coalition will draft the exercise plan. |
| Communications Plan | Coalition | 3/31/24 | The group agreed that the communications plan last year worked well (injects were emailed and texted to controllers, county EM/ESF8 and evaluators. These are also sent via EMResource. A lesson learned from 2023 was the need to add CFIX to the comms plan. |
| Coordinate EMS support | EMS Workgroup (Matt Meyers will schedule) | 3/31/24 | Gathering EMS contacts  Sent save the date |
| Notify & engage RDSTF partners | Daniel Warren | 3/1/24 | Completed |
| Coordinate local law enforcement involvement support | Daniel Warren | 3/31/24 | The Coalition will provide a list of needs from the hospitals  A lesson learned from 2023 was the need for a one pager for law enforcement volunteers. Michelle Rud volunteered to help draft |
| Coordinate FBI Involvement “bad guy” actors | Justin Crenshaw | 3/31/24 | The Coalition will provide a list of hospital needs. Justin has instructions for the bad guys. |
| Integrate Disaster Behavioral Health for Victims/Responders | Lynda W. G. Mason | 3/31/24 | Lynda W. G. Mason will develop a few injects to emphasize the need for behavioral health support |
| Develop MSEL | MSEL Workgroup | 3/31/24 | Scenario workgroup plus Amanda Freeman, Michelle Rud, Melissa Ell, Justin Everhardt, Darby Leimer. Need to recruit someone from CFIX. |
| Identify plan to capture MRSE information | Coalition & Hospitals |  | Gathering MRSE contact for each hospital, will schedule call with this group to go over tool to capture and report data |
| Develop follow-up cyber TTX materials (virtual) | FBI/DHS/Coalition | 4/19/24 | Capturing interest in the hospital needs spreadsheet |
| 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 | Save the date to schools.  Logo contest  VM flyer sent  Hospital needs will identify staging areas (county VM pages by hospital)  Waiver completed – thanks to Orlando Health for translating to Spanish  Hotzone will sponsor t-shirts  Secured two moulage vendors and will have a video in advance (Lynda W.G. Mason to review) |
| Develop triage tags | Triage Tag Workgroup (Michelle Rud will take the lead) | 2/29/23 | Workgroup: Michelle Rud, Amanda Freeman and a physician from the Office of the Medical Director, Darby Leimer, Kathleen Lyons |
| Develop transportation plan | Jafari Bowden and Rafael Acevedo (Lynx); Bill Wen (Orange PS), Arby Creach (Osceola PS), Lake, Volusia?, Coalition | 4/19/24 | A call will be scheduled when the sites are finalized |
| Recruit, Assign, Train Evaluators / Controllers | Coalition | 4/19/24 | Save the date was sent  Flyer with registration link sent and 30 have registered to date  Reminder sent 2/7/24 and another will be sent at end of the month  Working with two out of state hospital systems to provide evaluators |
| Recruit, Assign, Train Volunteer Management Staff | Coalition | 4/19/24 | A save the date was sent to volunteer management personnel from 2023.  A VM flyer with registration link was sent  This is one of our biggest gaps. All planning team members are asked to communicate and promote this. |
| PIOs | Osceola PIO | 4/19/24 | The Coalition will provide a list of hospital PIOs |
| Press Release | Coalition (send out through partners) | 4/19/24 |  |

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

* **Discussion re poison control calls – Jemima Douge**

**Future Meeting Dates**:

* Final Planning Meeting: March 8th – 9 am to 10:30 am
* 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