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## Minutes from MRSE Planning Meeting

**Date:** 1-22-2025

**Facilitator:** John Brinkley

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### Agenda:

1. Discussion on exercise time frame.
  2. Consideration of functional or tabletop exercise.
  3. Inclusion of C-suite personnel.
  4. Development of objectives for participating groups.
  5. Review of required objectives.
  6. Additional considerations for health equity and scenario injects.
  7. Equipment and transport planning.
  8. Scenario and surge planning.
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### Meeting Notes:

#### 1. Exercise Time Frame:

- Janet suggested including night shift staff to ensure comprehensive coverage and realistic scenario execution.
- Proposed time slots for exercise:
  - Early morning: 0600–1000
  - Late evening: 1600–2000
- Coalition members debated the benefits and challenges of each time frame.
- Decision: Proposed timeframes will be submitted to the full coalition for review and final decision.

#### 2. Exercise Type:

- The functional exercise will focus on operational readiness, and we would like to have participation of C-suite personnel to improve executive-level engagement and preparedness.
- A tabletop exercise is planned as an additional activity the day after the functional exercise, designed to facilitate strategic discussion and coordination.
  - Proposed time slots for the tabletop exercise:
    - 0830–1230
    - 1130–1530

### 3. Development of Objectives:

- Objectives will be crafted for participating groups to ensure meaningful and effective participation.
- Suggestions for objectives include:
  - Reunification of unaccompanied minors.
  - Management of supplies.
  - Dialysis facilities: Shelter-in-place plans.
  - Home health: Checking on clients in the field.
  - Scenario involving a tornado striking a specific facility or multiple facilities.
  - Direct hit scenario for long-term care facilities.
  - Inclusion of health equity considerations, such as addressing service animal needs in facilities and behavioral health patients.
  - Scenario involving a tornado striking a jail or prison, requiring inmate transportation for care, including security patients at children's hospitals.
- Request for attendees to compile a list of proposed objectives by **February 4th**. Lists will be presented to the coalition on **February 11th** for approval.
- John will email groups not in attendance to request their proposed objectives.

### 4. Additional Topics Discussed:

- **Health Equity:** Request for suggested injects related to health equity considerations.
  - Inclusion of service animal accommodations in facilities.
  - Behavioral health patient management.
- **Data Utilization:** Impover data utilization will be coordinated through EMA.
- **MRC Involvement:** Medical Reserve Corps requested to participate. Roles include shelter support and possible location assistance.
- **IPAWS:** Consideration of practicing IPAWS (Integrated Public Alert and Warning System) during the exercise.
- **HVA Concerns:** Top 5 hazards reviewed:
  - Inclement weather
  - Communication/telephone issues
  - Patient surge
  - Power outage
  - Trauma All will be addressed during the exercise.
- **Exercise Priorities:** Priorities reviewed and discussed for inclusion:
  - Trauma
  - Pediatric care
  - Interagency coordination
  - Emergency department & inpatient medical care
  - Evacuation
  - Fatalities
  - Communications
  - Health equity
  - Critical infrastructure
  - Tornado scenario impacting a water pumping facility.

## 5. Equipment and Transport Planning:

- **Equipment Discussed:**
  - IV pumps
  - Ventilators
  - Airway suction devices
  - Surgical equipment
  - Bedside monitors
  - Dialysis equipment (blood lines)
- **Patient Transport Units:**
  - Basic life support units
  - Rotary wing transport
  - Roane EMS expressed interest in participation; Matt Weaver will follow up.

## 6. Surge Planning:

- Surge numbers revised to 437 (down from 532). State is using licensed beds to determine this figure.
- John will calculate the number of patients each facility will receive based on a 10% surge estimate.
- Janet suggested that a portion of surge patients come as transfers rather than trauma patients to reduce stress on her ED. Some patients could come from another region as direct admits.

## 7. Scenario Overview:

- The exercise will simulate a tornado causing damage to facilities, resulting in some evacuations and patient transport.
- Facility types involved will include:
  - Hospitals
  - Long-term care
  - Assisted living
  - Dialysis
  - Home health
  - Other relevant facilities
- Tornado scenario will consider a direct hit on critical facilities, including jails, prisons, and water pumping stations.

## 8. Facility and Personnel Planning:

- **Personnel Categories:** Critical vs. non-critical roles will be determined after the scenario is finalized.
- **Facility Bed Types to Include:**
  - ED
  - General
  - ICU

- Step-down
  - Psychiatric
  - General pediatric
  - Surgical
  - Long-term care
  - Determination of critical or non-critical status will depend on the scenario.
  - **Medic Blood Bank:** Blood bank services will be included for trauma response.
  - **Receiving Facility Pharmaceuticals:** Discussion of necessary supplies, including oxygen and analgesics.
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### **Action Items:**

1. **Submission of Timeframes:**
    - Submit proposed timeframes (0600–1000, 1600–2000, 0830–1230, 1130–1530) to the full coalition for input and decision.
  2. **Draft Exercise Objectives:**
    - Develop draft objectives for participating groups.
  3. **C-Suite Engagement:**
    - Identify and invite C-suite personnel for participation in the exercise.
  4. **Objective Collection:**
    - Compile a list of proposed objectives from attendees and groups not in attendance.
    - **Responsible:** John (to email groups not in attendance).
    - **Deadline:** February 4th for attendee submissions; Coalition review on February 11th.
  5. **Scenario Development:**
    - Draft exercise scenarios based on discussed priorities.
  6. **Equipment and Transport Coordination:**
    - Confirm availability of required equipment and transport units.
    - **Responsible:** Matt Weaver (follow-up with Roane EMS).
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### **Next Meeting:**

**Date:** February 12th

**Time:** 1400–1600

**Location:** TBD

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