

# AGENDA

## INITIAL PLANNING CONFERENCE - Mass Rescue / Mass Casualty Incident Exercise

### North Coast Mass Rescue 2010

June 10<sup>th</sup>, 2010

0830 - 1500

**Location:** USCG Group Humboldt Bay, McKinleyville, CA - Training Room

<b>Participants</b>	USCG, Arcata Airport, Horizon Airlines, Sky West Airlines Humboldt County, City Ambulance of Eureka, City of Eureka, City of Arcata, City of McKinleyville, Northern California Safety Consortium, Arcata Fire Protection District, Petrolia Fire Protection District, St. Joseph Hospital, Eureka Mad River Community Hospital, American Red Cross	
<b>Time</b>	<b>Item</b>	<b>Facilitator</b>
08:30 - 09:00	Welcome & Introductions	Captain Martino
09:00 - 09:30	Exercise Overview	LT Barr / Rob Lee
09:30 - 10:00	Exercise Participants	LT Barr / Rob Lee
10:00 - 10:15	Break	
10:15 - 11:30	Exercise Objectives	LT Barr / Rob Lee
11:30 - 12:30	Lunch	
12:30 - 13:00	Exercise Review – Scenario Elements & Venue	LT Barr / Rob Lee
13:00 - 13:15	Break	
13:15 - 13:45	Exercise Design Team, Action Items, Future Meetings	LT Barr / Rob Lee
13:45 - 14:00	Action Items / Future Meetings?	LT Barr / Rob Lee
14:00	Closing Remarks	LT Barr

### Meeting Objectives:

- Agreed Upon Schedule
- ID'd capabilities, tasks, and objectives
- Scenario: ID exercise scenario variables (e.g., threat scenario, scope of hazard, venue, conditions)
- List exercise participants
- ID & availability of SMEs and presenters, as necessary, for scenario vetting and/or expert evaluation
- Comms plan for exercise planning team members
- List of which exercise documents and presentations must be employed, and assignments for drafting each
- Availability of all source documents (e.g., policies, plans, procedures) needed to draft exercise documents and presentations
- Clearly identified and assigned responsibility for exercise logistical issues (e.g., registration, badges, invitations)
- A list of established dates for completion of corrective actions and responsibilities
- A list of critical activities for the next meeting
- An agreed upon date, time, and location for the next meeting and the actual exercise