

HOLYROOD COMMAND CENTER “TABLE TOP” EXERCISE

March 22, 2008

It is the purpose of this exercise to present the Holyrood command team (the Incident Commander and Communications Team Leader, with an opportunity to manage the flow of information into and out from the command center without the burden of involving actual volunteers in the field.

The events described in this exercise are intended to be a plausible set of “input” situations for decision making. Some of the information is intended to be incomplete and/or confusing. More than one response by the command team will be appropriate.

An assessment after the exercise will consider the responses made to each situation.

This exercise assumes that a major earthquake has occurred sometime prior to 1:30 PM and that the Holyrood incident command center has been established and is operational.

This exercise takes around 90 minutes, including set-up (25 minutes), the exercise (50 minutes) and review (15 minutes).

IC	Incident Commander:	Makes ALL decisions on deployed teams
DIC	Deputy Incident Commander:	Maintains Map and Status Boards; sets up & deploys teams as directed by IC
C	Communications	Records incoming phone/radio/in-person messages & gives to IC; Directs deployed teams as directed by IC
DA	Damage Assessment	Makes sweep of street and reports to IC; performs HD duties as assigned by IC
HD	Hazard Reduction	Addresses field hazard issues as assigned by IC
SR	Search & Rescue	Addresses field personnel injuries as assigned by IC
FA	First Aid	Sets up FA station, addresses personnel injuries brought to them; may be deployed to field locations as assigned by IC
SSN	Sheltering/Special Needs	Sets up emergency shelter for adults, children and animals; provides food and sanitary facilities

TIME	EVENT	LOCATION	EVALUATION
Start	<p>DIC reports that 6 people, three of which are CORE III trained, are ready for field duty.</p> <p>DIC asks, “How do you want these people deployed at this time?”</p> <p>DIC asks, “How shall we identify these teams?”</p> <p>DIC asks, “Who is maintaining the status board of deployed teams?”</p> <p>DIC asks, “Who is maintaining the map of deployed team locations?”</p>	UDA LDA FA	
:02	Phone report: Hey, we are without power here. Is it out on the whole street? My phone still works. Do you know how long we’ll be without power?	Ascot – 6438	
:05	Phone report: A house on our street has a badly cracked chimney. I can hear voices inside. Occupants are shouting they cannot open any doors. They say they aren’t injured but are frightened.	Manor – 22	
:06	Phone report: I smell gas outside my neighbor’s house. No one appears to be home.	Drive – 3123	
:07	UDA Radio report: There is a chimney down at 3060; no one appears to be home	Drive – 3060	
:08	Phone report: We have a tree down blocking the street	Drive – 2901	
:09	DIC report: Four more people are here and ready for assignments. Two have CORE I training.		
:10	LDA Radio report: Houses are off their foundations at 3005 and 2997. We smell gas in the area. No one appears to be home at either location.	Drive – 2997 Drive – 3005	
:13	Phone report: There is a power line down across the street in front of our house.	Drive – 2949	

TIME	EVENT	LOCATION	EVALUATION
:15	LDA Radio report: A car has crashed into a tree and a power pole is down in front of 2974 Holyrood Drive. There is a person trapped in the car. He is unconscious and bleeding badly.	Drive – 2974	
:16	UDA radio report: There is an elderly man wandering in front of 29 Holyrood Manor. He doesn't appear to be injured but he is dazed and starting to cry.	Manor – 29	
:18	DIC report: Four more people are here and ready for assignments. None have CORE training.		
:22	In Person: Help me! My wife and I just got out of our house and now it is sliding off its foundation. My wife is a diabetic and her medicine is in the house. She needs a shot within the next 3 hours. We need help.	Manor – 11	
:23	UDA radio report: There are cries for help coming from 3093 and a fire coming from the windows	Drive – 3093	
:25	LDA radio report: There is a woman outside 2929 Holyrood Drive with a gash on her forehead. She appears to be dizzy and nauseous.	Drive – 2929	
:27	DIC report: Four more people are here and ready for assignments. None have CORE training.		
:28	LDA radio report: We have reached Ascot Drive and placed the ICC location sign there. There is a tree blocking the street at 2901. What shall we do now?	Drive & Ascot Drive - 2901	
:30	UDA radio report: We have reached Castle Drive and have placed the ICC location sign there. We are confirming that there was a gas leak at 3123 Holyrood Drive. We shut off the gas valve. And there is a house with people trapped inside at 22 Holyrood Manor. What shall we do now?	Drive & Castle Drive – 3143 Manor - 22	

TIME	EVENT	LOCATION	EVALUATION
:31	LDA radio report: There are six dogs running through the neighborhood. They all have collars and tags and seem friendly but are pretty excited.	Drive & Castle	
:33	Phone report: We're up here on Melville and have a lot of damage to homes, and some injuries. Can you help? We need first aid supplies and some people to help us clear the street	Melville	
:35	FA phone report: First Aid Station is up and ready	Location?	
:37	AM Radio report: Sutter, Children's and Alta Bates hospitals are closed until further notice		
:38	Phone report: .I'm at 34 Holyrood Manor and an babysitting for some friends' kids. My own kid is in school and I have to get to her. Can you send someone over to take care of these three little ones?	Manor - 34	
:40	Radio report: We're a new team on upper Ascot and we don't know what to do. We haven't had a drill before. Can you help us?	Ascot	
:42	Radio report: I just got home and my wife and kids are trapped in the basement. I need help quick!	Drive – 3101	
:45	Radio report: There is an unconscious person in front of 2915. She's on the porch and there's broken glass all around her.	Drive – 2915	
:47	LDA radio report: There's a helicopter circling overhead down here telling people a fire is coming up the canyon and we are all to evacuate.		
:49	Second severe shock heard and felt on the street		