



CA Homeland Security

Exercise and Evaluation Program

Yolo County Health Department

Master Scenario Events List (MSEL) Package

10/03/2009

Preface

The information in this document is current as of the date of publication and is subject to change as dictated by the Exercise Planning Team.

Important!

This MSEL Package is complementary to the Exercise Plan (EXPLAN) and the CE Handbook. Refer to the EXPLAN and CE Handbook for more extensive information about the exercise, including participating agencies, schedules, briefings, and the responsibilities of various participants.

This Handout contains information about the events of the exercise and should be safeguarded from disclosure before and during the exercise. Only designated controllers should have access to this handout.

Administrative Handling Instructions

1. The title of this document is *Operation W.I.T.C.H. Master Scenario Events List Package*.
2. This document should be safeguarded, handled, transmitted, and stored in accordance with appropriate security directives. It should be released to individuals on a strict need-to-know basis. Information contained herein was prepared for the exclusive use of planning team members, project officers, and non-participant personnel involved in the operational and administrative aspects of the exercise. The contents of this handbook will not be divulged to exercise participants unless officially authorized by **Yolo County Health Department**.
3. Reproduction of this document, in whole or in part, without prior approval from **Yolo County Health Department** is prohibited.
4. Primary Point of Contact:

Yolo County Health: Dana M. Carey
Dana.Carey@yolocounty.org
530-666-8709

Myrna Epstein
myrna.epstein@yolocounty.org
530-666-8553

5. Other Contacts:

City of Woodland: Tod Reddish
Tod.reddish@cityofwoodland.org
530-661-5857

Woodland Healthcare: Kelly Crisolo
kelly.crisolo@chw.edu
530-669-5519

City of West Sacramento: Brenna Howell
brennah@cityofwestsacramento.org
916-617-4725

Washington Unified School District: Janet Huntsinger
jhuntsinger@wusd.k12.ca.us
916-375-7604 ext #1013

Contents

Part 1: Exercise Objectives	1-1
Part 2: Master Scenario Events List (Summary).....	2-1
Part 3: Master Scenario Events List (Expanded)	3-1

Part 1: Exercise Objectives

Yolo County Health Department Overarching Objectives:

1. Implement **City of Woodland, Senior/Community Center** Point of Distribution (POD) Protocols and Alerting
2. Implement **City of West Sacramento, Riverbank Elementary School** Point of Distribution (POD) Protocols and Alerting
3. Coordinate efforts of **Yolo County Health Department** Strategic National Stockpile Staff in a mutual response to a Mass Vaccination event
4. Evaluate the ability of the **Yolo County Health Department** to provide coordination, procedures, medical supplies and technical support to the City of Woodland during a communicable disease event

City of Woodland Objectives:

1. Coordinate information received from the **Yolo County Health Department**
2. Activate the **Community/Senior Center** Vaccination site during a region-wide Mass Vaccination event
3. Demonstrate security and ICS in the clinic
4. Test communications systems between the **City of Woodland, EOC** the **Community/Senior Center Mass Vaccination Site** and the **Yolo County Health Department**

City of West Sacramento & Washington Unified School District Objectives:

1. Coordinate information received from the **Yolo County Health Department**
2. Activate the **Riverbank Elementary** Vaccination site during a region-wide Mass Vaccination event
3. Demonstrate security and ICS in the clinic
4. Test communications systems between the **City of West Sacramento, EOC** the **Riverbank Elementary Vaccination Site** and the **Yolo County Health Department**

Woodland Healthcare Objectives:

1. Coordinate information received from the [Yolo County Health Department](#)
2. Demonstrate the feasibility of acquiring licensed vaccination staff from [Woodland Healthcare](#) to assist the [City of Woodland](#) and/or [City of West Sacramento](#) with their Mass Vaccination efforts.
3. Test communications systems between [Woodland Healthcare](#) and the [Yolo County Health Department](#)

Overall Objectives

1. Exercise the [City of Woodland](#) & [City of West Sacramento](#) staff response to the [Yolo County Health Department](#) Point of Distribution (POD) Protocols
2. Provide a positive experience, develop confidence in emergency procedures and provide feedback for all participants, including patients, medical staff, response personnel, law enforcement and emergency management.
3. Evaluate the [Yolo County Health Department](#) Point of Distribution (POD) Protocols

[Yolo County Emergency Operations Center](#)

1. Provide a centralized location for incident status briefing and operational questions should the need arise on the day of the clinic.

[Yolo County Health Department](#)

1. Initiate [Yolo County Health Department](#) staff call-down procedures, as necessary.
2. Utilize SNS activation procedures for the [City of Woodland](#) and [City of West Sacramento](#)
3. Provide Just-In-Time Training to POD Managers and Command Staff for the exercise as well as any and all interested local partners.
4. Provide vaccines as available for the event
5. Facilitate the activation of the [City of Woodland, Community/Senior Center Site](#) & [City of West Sacramento, Riverbank Elementary Site](#)
6. Provide a centralized point of contact regarding POD functions to the [City of Woodland](#) & [City of West Sacramento](#)

City of Woodland & City of West Sacramento Police Departments

1. Assist in coordination of law enforcement activities to include parking, crowd control, and interior security during a Mass Vaccination Event.
2. Maintain orderly traffic flow and minimize congestion.

City of Woodland & City of West Sacramento Fire / EMS

1. Provide Basic First Aid response to the **Community/Senior Center** & **Riverbank Elementary** vaccination sites.

City of Woodland & City of West Sacramento Public Information Officers

1. Provide timely information to the population and assist in minimizing chaos.

Woodland Healthcare

1. Provide nurses to the City of Woodland as vaccinators
2. Practice the **Yolo County Health Departments** Medical Screening & vaccination procedures

City of Davis Community Emergency Response Team (CERT)

1. Provide Mutual Aid Assistance to the **City of Woodland** and **City of West Sacramento** as needed

American Red Cross (ARC, Yolo &/or Sacramento Chapters), Medical Reserve Corps, Disaster Healthcare Volunteers, & University of California Davis Medical Center

1. Provide Management of all Volunteer staff on-site
2. Provide Volunteer Staffing on-site

Yolo County Transportation District

1. Provide Transportation from the Yolo County Fair Mall to the Woodland Community/Senior Center to relieve parking issues



Part 2: Master Scenario Events List (Summary)

Operation W.I.T.C.H.
10/03/2009

MASTER SCENARIO EVENTS LIST (Summary)

Event #	Date	Time	Event Description	Responsible Controller	Recipient Player(s)	Expected Outcome of Player Action
	09/28/09	1000	STARTEX			
01	09/28/09	1300	Yolo County Health Department sends Operational Assessment of expected Seasonal Flu activities via the CAHAN system.	Health, HAN Coordinator	YC, All System Users Cities, All System Users ARC, & MRC	Agencies Playing and Partners who will be observing will log into CAHAN, go to the document library, and read the assessment to prepare for upcoming activities.
02	09/29/09	1300	Contact is made with Cities of Davis, West Sacramento, Winters, Woodland, UCD, and the Rumsey Rancheria partners asking them to assess resources and pick a location to open for Mass Vaccination from the Yolo County Health Department approved sites.	Health, SNS Coordinator	Davis, West Sacramento, Winters, Woodland, UCD, Rumsey Rancheria emergency managers	Local Emergency Managers will do a resource assessment to decide if they have the necessary resources to open a POD within their jurisdiction. Cities activating will contact their facilities contact(s) to request opening of each site.
03	09/29/09	1400	Yolo County Health Department activates the Disaster Healthcare Volunteers Database, contacts Woodland Healthcare, and contacts the local Medical Reserve Corps to verify available medical staff.	Health, DHV Coordinator	DHV, MRC, UCDMC, Woodland Healthcare	Obtain real-time numbers of Medically qualified personnel available for this activation.
04	09/29/09	1500	Contact is made with local Volunteer agencies to request assistance/volunteers to staff site(s) that will open.	Health, SNS Coordinator	ARC, Wldd CERT, Davis CERT, West Sacramento CERT, UC Davis Campus	Local volunteer coordinators start to initiate call-downs required to obtain staffing for site(s) being opened.
05	09/29/09	1000	Yolo County Health Department sends SNS, POD activation messages.	Health, HAN Coordinator	YC, Selected Staff YC, EOC Staff Wldd, EOC Staff Wldd, PD Wldd, Fire W. Sac. EOC Staff W. Sac. PD W. Sac. Fire Woodland Healthcare ARC, MRC CERT	Agency will either simulate or conduct a call-down to all those identified to work either the Community/Senior Center & Riverbank Elementary Flu Clinics to verify they are still available & will re-iterate information to the Volunteer Coordinating agency (Red Cross).

Operation W.I.T.C.H.
10/03/2009

MASTER SCENARIO EVENTS LIST (Summary)

Event #	Date	Time	Event Description	Responsible Controller	Recipient Player(s)	Expected Outcome of Player Action
06	09/30/09	1130	Yolo County Health Department notifies Yolo County Transportation District to request assistance with transportation needs.	Health, SNS Coordinator	Yolo County Transportation Agency	Secure any additional transportation means necessary to facilitate arrival of patients at the PODs.
07	09/30/09	1300	City of Davis CERT Coordinator contacts the City of Woodland & West Sacramento CERT Coordinators to offer Mutual Aid assistance of volunteers.	City of Davis CERT Coordinator	City of Woodland & City of West Sacramento on-duty battalion chiefs	Cities will work together to identify available staff –vs- staffing needs for the clinic sites identified to open.
08	09/30/09	1300	Yolo County Health Department begins packaging of all non-perishable site materials for Saturday delivery.	Health, SNS Coordinator(s) & other HD staff	YCHD Selected Clerical Staff and SNS Coordinator(s)	Materials will begin to be verified and packaged for distribution to sites (only non-perishable items will be packaged at this time).
09	10/01/09	0900	Cities will be contacted to request a response to inject 02 (above) as to which sites will be opened and what their 24/7 contact information is during the duration of this activation.	Health, SNS Coordinator	Davis, West Sacramento, Winters, Woodland, Rumsey Rancheria emergency managers	All cities will respond to the Health Department as to which site they feel they can support opening for activation (Note: only Woodland & West Sac. sites will activate in actuality).
10	10/01/09	1000	City of Woodland & West Sacramento CERT Coordinator requests additional volunteer staffing through the County Volunteer Coordinators.	City of Woodland & West Sacramento CERT Coordinators	Yolo Chapter Red Cross Volunteer Coordinator	Any staffing needs not already fulfilled by the cities are addressed by the local Red Cross chapter.
11	10/01/09	1100	Yolo County Health Dept sends CAHAN to all cities and volunteer coordinators with Health Dept. Just-In-Time training location(s) and time(s).	Health, HAN Coordinator	YCHD, Staff City Emergency Managers ARC, MRC Woodland Healthcare	Agency will notify personnel that they wish to attend the Just-In-Time training(s) and provide time and location to personnel for JIT training(s) provided by Health Department.
12	10/01/09	1130	City of Woodland & West Sacramento will request assistance from local ARES group to facilitate communication with site on October 3 rd .	Woodland & West Sacramento EOC staff	Local ARES chapter coordinator (HAM radio)	City of Woodland & West Sacramento will arrange on-site communications through volunteer staff.
13	10/01/09	1300	Yolo County Health Department sends reminder to Controllers and Evaluators with time and location information for C/E briefing.	Health, SNS Coordinator	All Exercise Controllers and/or Evaluators	Exercise Controller / Evaluators will read their C/E Handbooks.

Operation W.I.T.C.H.
10/03/2009

MASTER SCENARIO EVENTS LIST (Summary)

Event #	Date	Time	Event Description	Responsible Controller	Recipient Player(s)	Expected Outcome of Player Action
14	10/02/09	0900	Yolo County Health Department Just-In-Time Training for POD Managers and Command Staff begins.	Health, SNS Coordinator &/or JIT Trainer	YCHD, Selected Staff Wldd, EOC Staff and/or Wldd Clinic Manager and Command Staff W. Sac., EOC Staff and/or W. Sac. Clinic Manager and Command Staff	POD Managers and Command Staff for Woodland & West Sacramento Clinics as well as any Partner agency observers will receive structured 2 hr. Just In Time Training from the Yolo County Health Department. Staff present take notes and ask questions so that they are able to pass training along to line staff the next day.
15	10/02/09	0900	Yolo County Health Department Just-In-Time Training for Volunteer Medical Staff and/or Vaccinators begins.	Health, Immunization Coordinator & SNS Coordinator	Woodland Healthcare, MRC Nurses, DHV Nurses, ARC Nurses	All Volunteer Nursing Staff expected to work at the Woodland Clinic will be given Just In Time Training pertaining to the administration of the vaccines being offered and Medical Screening Process.
16	10/02/09	1300	C/E Briefing Teleconference.	Health, SNS Coordinator	All Controllers & Evaluators	Go over any last minute items and overall C/E Instructions for the next day.
17	10/02/09	1500	Yolo County Health DOC will send Fax identifying All-POD Coordinator and County EOC contact information for the duration of the exercise.	Health, HAN Coordinator	Wldd, EOC Staff W. Sac, EOC Staff	Retain and distribute contact information to all personnel as necessary. Provide primary contact information for designated sites.
18	10/02/09	1530	Yolo County Health Dept will contact any site opening on the 3rd to arrange delivery for materials and delivery protocols for each identified site.	Health, SNS Coordinator	Wldd City EOC Contact West Sac. City EOC Contact	SNS Coordinator will be provided with any special delivery instructions to relay to Warehouse and will verify all information for the following day.
19	10/02/09	1600	Yolo County Health Department RSS warehouse will load delivery vehicle with all assets for both POD sites (excluding vaccine).	Health, SNS Coordinator	YCHD, Selected Staff	Load automobile and double check asset delivery list.
20	10/03/09	0600	Yolo County Health Department packages all seasonal vaccine being distributed at the Woodland & West Sacramento Clinics in accordance with Cold-Chain procedures.	Health, SNS Coordinator & Immunization Coordinator	Health, SNS Coordinator & Immunization Coordinator	Chain of Custody procedures and delivery instructions to be packaged in accordance with all standard Warehousing procedures.

Operation W.I.T.C.H.

10/03/2009

MASTER SCENARIO EVENTS LIST (Summary)

Event #	Date	Time	Event Description	Responsible Controller	Recipient Player(s)	Expected Outcome of Player Action
21	10/03/09	0630	Yolo County Health Department RSS warehouse delivery personnel leave Woodland, CA and initiate delivery protocols for the Woodland Community/Senior Center & Riverbank Elementary Mass Vaccination Sites.	Health, SNS Coordinator & Immunization Coordinator	Health, SNS Coordinator & Immunization Coordinator	Verify that delivery personnel are able to follow delivery protocols.
22	10/03/09	0700	Assets arrive at Site and Site set-up begins	Health, SNS Coordinator	Wdld Community/Senior Ctr. Staff Riverbank Elem. Staff	Assets are signed for and set-up of site is begun for clinic (Target time for set-up of 1 hour)
23	10/03/09	0730	Shuttle Service begins between the County Fair Mall Parking lot and the Woodland Community/Senior Center	Yolo County Transportation District	POD Staff & Patients	Facilitate extended parking for the Woodland Community/Senior center.
24	10/03/09	0730	POD staff sign-in at staff sign-in table, receive security badge, & assist with set-up	Wdld POD Manager & West Sacramento POD Manager	All POD Staff	Assign first arriving staff member to assign badges and task POD staff members who may sign in as early as.
25	10/03/09	0730	Evaluators sign in at staff sign-in table, receive security badge & Evaluation packets.	Wdld POD staff sign-in personnel W. Sac. POD staff sign-in personnel	All assigned Evaluators and/or Observers	Have staff available to assign badges and evaluation packets at staff sign-in station to Evaluators.
26	10/03/09	0800	Just In Time training from POD Manager(s) & DSW swear-in.	Wdld & West Sacramento POD Managers	All POD Staff	POD Manager(s) will deliver Just-In-Time training to all POD staff and answer questions.
27	10/03/09	0900	Vaccination of any and all Clinic Personnel working prior to opening time.	All POD Staff	All POD Staff	All clinic staff who desire a flu vaccination will follow standard Medical Screening & flow to #1) receive their vaccinations #2) give the POD a "dry run through".
28	10/03/09	0930	Woodland Community/Senior Center & West Sacramento Riverbank Elementary Flu Clinic Doors open to the public.	Wdld POD Manager & West Sacramento POD Manager	Patients	Vaccination Clinics Begin.
29	10/03/09	0930-Ongoing	Yolo County Health Department staff available for re-order request	Health, Immunization Coordinator	Wdld POD Manager & West Sacramento POD Manager	Health Department is available for delivery should re-order be initiated to All-POD Coordinator from the Wdld or W. Sac. Flu Clinics.

Operation W.I.T.C.H.

10/03/2009

MASTER SCENARIO EVENTS LIST (Summary)

Event #	Date	Time	Event Description	Responsible Controller	Recipient Player(s)	Expected Outcome of Player Action
30	10/03/09	1230	Woodland Community/Senior Center & West Sacramento Riverbank Elementary Flu Clinic Doors close to the public.	Wldd POD Manager & West Sacramento POD Manager	Patients	Vaccination Clinics End.
31	10/03/09	1230	Woodland & West Sacramento POD staff clean up site and package materials for return to the Yolo County Health Department.	Wldd POD Manager & West Sacramento POD Manager	All POD Staff	Everyone assists with site being returned to previous condition and all remaining Health Department assets be packaged for return to the Yolo County Health Department.
32	10/03/09	1300	Hot Wash / De-brief of POD staff.	Wldd POD Manager & West Sacramento POD Manager	All POD Staff	Wldd & W. Sac. POD Manager(s) conduct Hot Wash / De-brief in accordance with Yolo County Health Department POD closure procedures & protocols. (approximate time 30 minutes)
33	10/03/09	1330	All POD Staff sign-out upon departure and return security badges	Wldd POD Manager & West Sacramento POD Manager	All POD Staff	All staff members sign-out thereby releasing liability for Yolo County.
34	10/03/09	1330	Yolo County Health Department takes control of all paperwork and remaining assets.	Health, SNS Coordinator	Wldd POD Manager & West Sacramento POD Manager	All assets are loaded for delivery back to Yolo County Health Department.
35	10/03/09	1330	Controller, Evaluator debrief	Health, EP Coordinator	All assigned Evaluators and/or Observers	All evaluator paperwork will be collected and a formal debrief performed.
36	10/03/09	1400	Delivery of all materials back to the Yolo County Health Department	Health, SNS Coordinator	Health, SNS Coordinator	Return of all clinic materials to the Yolo County Health Department for final data entry and patient level analysis.
37	10/03/09	1430	ENDEX			

Part 3: Master Scenario Events List (Expanded)

NOTE: On the following pages are several examples of detailed MSEL injects, often times referred to as implementer message forms. These are examples of injects drawn from the exercise for which the preceding MSEL Summary was written. In an actual MSEL Package, every line within the MSEL Summary would have a corresponding detailed MSEL inject, These would be distributed to those controllers that have responsibility for delivering the respective injects.

Event #	1	Event Time:	Prior to 1300 hrs 9/28/09	<i>(Actual)</i>
Via:	CAHAN	Objective(s):	Test Document Library Access	
Who Delivers?	HAN Coordinator	Recipient Player(s):	See Dissemination Form	
Event Description:				
A Seasonal Influenza Activities Assessment will be posted to the CAHAN document library to tests system access by our jurisdictional partners. Action Items are included which pertain to planning status within each jurisdiction.				
Inject:				
This is an Exercise*** An activation of the Yolo County Strategic National Stockpile Plan has been authorized by the Yolo County Health Officer. An activities assessment has been posted in the CAHAN document library to assist local jurisdictions with planning for this and future activations. The assessment can be accessed by following this folder pathway in the CAHAN document library Document Library : Documents : 2-State and Local Health : Yolo 57 : Exercises : Operation WITCH. Please review this document. The Health department will be calling to confirm this information on 9/29/09 between 1300-1500 hours. If you are not available, please e-mail the Yolo County Health Department SNS Coordinator at dana.carey@yolocounty.org to provide alternate contact information. Thank you. ***This is an exercise.				
Expected Action(s):				Notes
Local Jurisdictions will test their access to the CAHAN document library, review the planning considerations, and be prepared with a response for the Yolo County SNS Coordinator no later than 1300 hours tomorrow 9/29/09.				

Event #	3	Event Time:	Prior to 1400 hrs 9/29/09	(Actual)
Via:	DHV Database	Objective(s):	Test Document DHV alerting system	
Who Delivers?	DHV Coordinator	Recipient Player(s):	All Yolo County DHV users	
Event Description:				
Send a notification using the DHV database partially as a test of the system and to announce to all Yolo County members that there is a volunteer opportunity for Mass Vaccination on Saturday Oct 3, 2009.				
Inject:				
This is an Exercise*** The Yolo County Health Department in partnership with the Cities of Woodland, West Sacramento, Washington Unified School District, and Woodland Healthcare will be conducting two free Mass Vaccination clinics this Saturday 10/3/09. These mass vaccination clinics provide a valuable training opportunity in preparing local volunteers to assist us with mass vaccination for the H1N1 influenza vaccine later this fall. There are still volunteer staff positions available at both clinics. If you are interested in volunteering for this event please e-mail your request to volunteer.coordinator@yolocounty.org who will guide you through the registration process. Thank you. ***This is an exercise.				
Expected Action(s):				Notes
Any DHV system users who wish to volunteer will contact the volunteer coordinators to register for a POD position.				

Event #	5	Event Time:	Prior to 1600 hrs 9/29/09	(Actual)
Via:	CAHAN	Objective(s):	Time Site Activation Confirmation for RAND worksheet	
Who Delivers?	HAN Coordinator	Recipient Player(s):		See Dissemination Sheet
Event Description:				
Notify all local partners of the open site location(s) and operating times as well as any other information pertinent to response.				
Inject:				
This is an Exercise*** The Yolo County Health Department in partnership with the Cities of Woodland, West Sacramento, Washington Unified School District, and Woodland Healthcare will be conducting two free Mass Vaccination clinics this Saturday 10/3/09. For exact addresses and start times you can visit www.yolohealth.org and click on Public Health Emergency Preparedness and then Exercises and Drills. These Mass Vaccination clinics provide a valuable training opportunity in preparing local staff and volunteers to assist us with Mass Vaccination for the H1N1 influenza vaccine later this fall. If you have not already registered to either work or observe either of these clinics, and still wish to do so please feel free to contact the Yolo County Volunteer Coordinators at volunteer.coordinator@yolocounty.org Thank you. ***This is an exercise.				
Expected Action(s):				Notes
Any remaining partners who wish to participate in the exercise will be given the opportunity to register.				

Event #	11	Event Time:	Prior to 1100 hrs 10/01/09	(Actual)
Via:	CAHAN	Objective(s):	Announce Time and location of Just-In-Time training to all participants interested.	
Who Delivers?	HAN Coordinator	Recipient Player(s):	See Dissemination Sheet	
Event Description:				
Notify any interested partners of the time and location for Just-In-Time training the next day. Health Department Bauer Building 9-11am				
Inject:				
This is an exercise*** Activation of the City of Woodland Community, Senior Center and City of West Sacramento Riverbank Elementary School Points of Dispensing has been authorized. The Yolo County Health Department will be providing Command Staff, Just In Time Training beginning at 0900 hours on October second at the Yolo County Health Department, Bauer Building in the Thompson and Walker conference room. Address: 137 North Cottonwood, Woodland California. This training will focus on information not contained in the on-line courses, please be sure you have completed your on-line courses before arriving. All command staff of the two sites being activated are required to attend this training. Any additional jurisdictions who would like experience with this training are welcome to attend. Please e-mail the health department to register for this training at Jason.spitzer@yolocounty.org so that we can get an accurate head count. Thank you.***This is an exercise.				
Expected Action(s):				Notes
Interested participants will pass along information regarding time and place to their delegates for sample JIT Command Training.				

Event #	13	Event Time:	Prior to 1300 hrs 10/01/09	(Actual)
Via:	E-Mail	Objective(s):	Announce Time and Dial in number for C/E Briefing	
Who Delivers?	SNS Coordinator	Recipient Player(s):	All Exercise Controllers and Evaluators	
Event Description:				
Notify all Controllers Evaluators and selected Observers of the C/E Briefing.				
Inject:				
<p>The Controller/Evaluator Briefing is being held via Teleconference on Friday October 2nd from 1300-1400.</p> <p>Dial in number: 1-888-330-9551</p> <p>Access Pin: 139694#</p> <p>Please make sure that you have read the ExPlan so that if you have any questions regarding your site they can be answered during the call.</p> <p>Thank you very much for your participation as an evaluator in the annual Yolo County Seasonal Mass Vaccination Exercise. As many of you already know the exercise is being conducted from September 28th – October 3rd. Both clinics being activated will be operating for the better part of the day on Saturday October 3rd. Thank you for agreeing to take your personal time on Saturday to assist u sin critiquing our processes. Evaluation is the way that we annually improve our vaccination strategy.</p> <p>Simply as a reminder, we have posted the Exercise Materials on the internet. The Exercise Plan (ExPlan), Master Scenario of Events List (MSEL), and Controller / Evaluator (C/E) Handbook are all available in the lower right hand corner of the following webpage www.phresources.info/flu2009.html (lower right hand corner of the page). Due to the nature of the information contained within the MSEL and C/E Handbook we ask that you do not widely distribute this information.</p> <p>You will have a full packet with all of the exercise documentation labeled with your name upon arrival and sign-in at your designated Exercise Site. Your individual EEGs are currently being printed and will be in your exercise packet. Thank you.</p>				
Expected Action(s):				Notes
Parties will join in of the C/E Teleconference call Oct 2 nd at 1300 hours.				