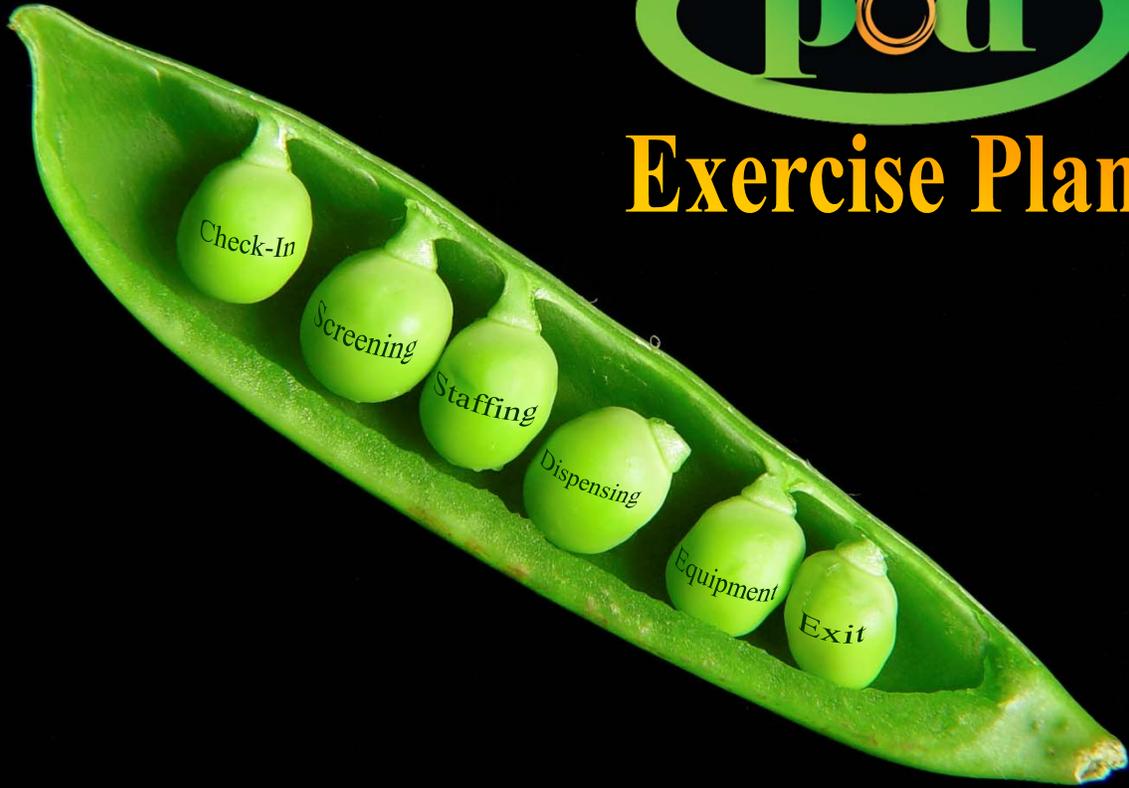




# Exercise Plan



## 2013 POD Exercise October 25, 2013



## PREFACE

The 2013 POD Exercise is sponsored by the Orange County Health Care Agency (OCHCA). This Exercise Plan (ExPlan) was produced with input, advice, and assistance from the OCHCA POD Exercise Planning Team, which followed guidance set forth in the U.S. Department of Homeland Security (DHS) Homeland Security Exercise and Evaluation Program (HSEEP).

This ExPlan gives officials, observers, media personnel, and players from participating organizations information they need to observe or participate in a disease outbreak response exercise that focuses on participants' emergency response plans, policies, and procedures as they pertain to a disease outbreak. The information in this document is current as of September 12, 2013 and is subject to change as dictated by the Exercise Planning Team.

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## HANDLING INSTRUCTIONS

1. The title of this document is the *Orange County Health Care Agency (OCHCA) Point of Dispensing (POD) Exercise Plan (ExPlan)*.
2. Information gathered in this ExPlan is designated as For Official Use Only (FOUO) and should be handled as sensitive information that is not to be disclosed. This document should be safeguarded, handled, transmitted, and stored in accordance with appropriate security directives. Reproduction of this document, in whole or in part, without prior approval from OCHCA is prohibited.
3. At a minimum, the attached materials will be disseminated strictly on a need-to-know basis and, when unattended, will be stored in a locked container or area that offers sufficient protection against theft, compromise, inadvertent access, and unauthorized disclosure.
4. For more information about the exercise, please consult the following points of contact (POCs):

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## CHAPTER 1: GENERAL INFORMATION

### Introduction

The 2013 POD Exercise is designed to establish a learning environment for players to exercise emergency response plans, policies, and procedures as they pertain to a disease outbreak. The 2013 POD Exercise will be divided into three separate events each testing specific capabilities surrounding a disease outbreak. This event, and a general concept of operation, is as follows:

- **Friday, October 25, 2013 – Mass Prophylaxis (e.g. Mass Vaccination):** a 1-day, 8-hour operational period full scale exercise designed to test mass prophylaxis capabilities at two city-established POD sites by providing seasonal influenza (flu) vaccinations to approximately 1,200 public visitors.

Full-Scale Exercises are complex events that require detailed planning. To ensure an effective exercise, subject matter experts (SMEs) and local representatives from numerous agencies have taken part in the planning process and will take part in exercise conduct and evaluation.

This Exercise Plan (ExPlan) was produced at the direction of the OCHCA with input, advice, and assistance from the OCHCA POD Exercise Planning Team. This exercise is evidence of the growing public safety partnership between State and local jurisdictions regarding the response to the threat of disease outbreak that our Nation and communities face.

### Confidentiality

The 2013 POD Exercise is an unclassified exercise. Control of information is based on public sensitivity regarding the nature of the exercise rather than actual exercise content. Some exercise material is intended for the exclusive use of exercise planners, controllers, and evaluators, but players may view other materials that are deemed necessary to their performance. All exercise participants may view this ExPlan. The Controller and Evaluator (C/E) Handbook is a restricted document that is intended for controllers and evaluators only.

All exercise participants should use appropriate guidelines to ensure proper control of information within their areas of expertise and protect this material in accordance with current city and county directives.

Public release of exercise materials to third parties is at the discretion of the U.S. Department of Homeland Security (DHS) and the POD Exercise Planning Team.

### Purpose

The purpose of this exercise is to evaluate player actions against current response plans and capabilities for a disease outbreak response.

### Target Capabilities

The National Planning Scenarios and establishment of the National Preparedness Priorities have steered the focus of homeland security toward a capabilities-based planning approach. Capabilities-based planning focuses on planning under uncertainty because the next danger or

disaster can never be forecast with complete accuracy. Therefore, capabilities-based planning takes an all-hazards approach to planning and preparation that builds capabilities that can be applied to a wide variety of incidents. States and urban areas use capabilities-based planning to identify a baseline assessment of their homeland security efforts by comparing their current capabilities against the Target Capabilities List (TCL) and the critical tasks of the Universal Task List (UTL). This approach identifies gaps in current capabilities and focuses efforts on identifying and developing priority capabilities and tasks for the jurisdiction. These priority capabilities are articulated in the jurisdiction's homeland security strategy and Multiyear Training and Exercise Plan, of which this exercise is a component.

The capabilities listed here have been selected by the POD Exercise Planning Team from the priority capabilities identified in OCHCA's Multiyear Training and Exercise Plan. These capabilities provide the foundation for development of the exercise objectives and scenario. The purpose of this exercise is to measure and validate performance of these capabilities and their associated critical tasks. The selected capabilities are:

- Communications
- Onsite Incident Management
- Critical Resource Logistics and Distribution
- Emergency Public Safety & Security Response
- Mass Prophylaxis

## Exercise Objectives

The Exercise Planning Team selected objectives that focus on evaluating emergency response procedures, identifying areas for improvement, and achieving a collaborative attitude. This exercise will focus on the following objectives:

1. **Communications.** Demonstrate the ability to establish and maintain multi-agency and multi-jurisdictional communications throughout each operational period.
2. **Onsite Incident Management.** Demonstrate the ability to utilize an onsite Incident Command System within a Unified Command throughout each operational period.
3. **Critical Resource Logistics and Distribution.** Demonstrate the ability to coordinate and integrate internal and external logistical response resources throughout each operational period.
4. **Emergency Public Safety & Security Response.** Demonstrate the ability to maintain security throughout each operational period.
5. **Mass Prophylaxis.** Demonstrate the ability to efficiently manage and dispense seasonal influenza vaccinations to the public at a measurable throughput.

## CHAPTER 2: EXERCISE LOGISTICS

### Exercise Summary

#### General

The 2013 POD Exercise is designed to establish a learning environment for players to exercise their plans and procedures for responding to a disease outbreak. The 2013 POD Exercise will be conducted on Friday, October 25, 2013 from 0800 – 1600 PST.

Exercise play is scheduled for the time listed above or until the Exercise Director(s) and Senior Controller determine that the exercise objectives have been met at each venue.

#### Assumptions

Assumptions constitute the implied factual foundation for the exercise and are assumed to be present before the exercise starts. The following general assumptions apply to this exercise:

- The exercise will be conducted in a no-fault learning environment wherein systems and processes, not individuals, will be evaluated.
- Exercise simulation will be realistic and plausible and will contain sufficient detail from which players can respond.
- Exercise players will react to information and situations as they are presented, in the same manner as if the simulated incident were real.

#### Constructs and Constraints

Constructs are exercise devices that are designed to enhance or improve exercise realism. Constraints are exercise limitations that may detract from exercise realism. Constraints may be the inadvertent result of a faulty construct, or they may pertain to financial and staffing issues. Although there are constructs and constraints (also known as exercise artificialities) for any exercise, the Exercise Planning Team recognizes and accepts the following as necessary:

- Exercise communication and coordination will be limited to participating exercise venues
- Only communication methods listed in the Communications Directory will be available for players to use during the exercise.
- Participating agencies may need to balance exercise play with real-world emergencies.  
**Real-world emergencies take priority over exercise play.**

#### Exercise Participants

The term *participant* encompasses many groups of people, not just those playing in the exercise. Groups of participants involved in the exercise are as follows:

- **Players.** Players are agency personnel who have an active role in responding to the simulated emergency and perform their regular roles and responsibilities during the

exercise. Players initiate actions that will respond to and mitigate the simulated emergency.

- **Controllers.** Controllers set up and operate the exercise site, plan and manage exercise play, and act in the roles of response individuals and agencies that are not playing in the exercise. Controllers direct the pace of exercise play; they routinely include members of the Exercise Planning Team. They provide key data to players and may prompt or initiate certain player actions to ensure exercise continuity.
- **Evaluators.** Evaluators evaluate and provide feedback on a designated functional area of the exercise. They are chosen on the basis of their expertise in the functional area(s) they have been assigned to review during the exercise and their familiarity with local emergency response procedures. Evaluators assess and document participants' performance against established emergency plans and exercise evaluation criteria, in accordance with Homeland Security Exercise and Evaluation Program (HSEEP) standards. They typically are chosen from planning committee members or agencies or organizations that are participating in the exercise.
- **Observers/VIPs.** Observers visit or view selected segments of the exercise. Observers do not play in the exercise, nor do they perform any control or evaluation functions. Observers view the exercise from a designated observation area and must remain within the observation area during the exercise. VIPs are also observers, but they frequently are grouped separately. A dedicated group of exercise controllers will be assigned to manage these groups.
- **Media Personnel.** Some media personnel may be present as observers, pending approval by OCHCA personnel and Exercise Support Team members. Media interaction also may be simulated by the SimCell to enhance realism and meet related exercise objectives. A dedicated group of exercise controllers will be assigned to manage these groups.
- **Support Staff.** The exercise support staff includes individuals who are assigned administrative and logistical support tasks during the exercise (e.g., registration, catering).

## Exercise Tools

### Controller and Evaluator (C/E) Handbook

The *2013 POD Exercise C/E Handbook* is designed to help exercise controllers and evaluators conduct and evaluate an effective exercise. The handbook also enables controllers and evaluators to understand their roles and responsibilities in exercise execution and evaluation. If a player, observer, or media representative finds an unattended handbook, he or she should give it to the nearest controller or evaluator.

## Exercise Implementation

### Exercise Play

Exercise play will begin at the times provided above, with a situation update for each participating venue. Play will proceed according to events outlined in the MSEL or the event

timeline, in accordance with established plans and procedures. The exercise will conclude after completion of operations and attainment of exercise objectives, as determined by the Exercise Director. The exercise is expected to end at the times listed above.

### Exercise Rules

The following general rules govern exercise play:

- Real-world emergency actions take priority over exercise actions.
- Exercise participants will comply with real-world response procedures, unless otherwise directed by the control staff.
- All communications (e.g., written, radio, telephone) during the exercise will begin and end with the statement **“This is an exercise.”**
- Exercise participants who place telephone calls or initiate radio communication with the SimCell must identify the organization, agency, office, or individual with whom they wish to speak.

### Safety Requirements

#### General

Exercise participant safety takes priority over exercise events. Although the participants involved in the 2013 POD Exercise come from various response agencies, they share the basic responsibility for ensuring a safe environment for all personnel involved in the exercise. Because aspects of an emergency response are dangerous, professional health and safety ethics should guide all participants to operate in their assigned roles in the safest manner possible. The following general requirements apply to the exercise:

- A Safety Controller will be identified and will be responsible for participant safety.
- All controllers, evaluators, and exercise staff members will serve as safety observers while exercise activities are underway. Any safety concerns must be immediately reported to the Safety Controller.
- Participants will be responsible for their own and each other’s safety during the exercise. All persons associated with the exercise must stop play if, in their opinion, a real safety problem exists. After the problem is corrected, exercise play can be resumed.
- All organizations will comply with their respective environmental, health, and safety plans and procedures, as well as appropriate Federal, State, and local environmental health and safety regulations.

#### Exercise Setup

Exercise setup involves prestaging and dispersal of exercise materials, including registration materials, documentation, signage, and other equipment as appropriate.

## Electrical and Generating Device Hazards

All electrical and generating devices will be clearly marked to prevent inadvertent contact. All generating devices will be located in areas where exhaust gases will not pose any potential exposure to exercise participants (i.e., away from buildings to prevent buildup of carbon monoxide inside).

## Accident Reporting and Real Emergencies

For an emergency that requires assistance, use the phrase “**real-world emergency.**” The following procedures should be used in case of a real emergency during the exercise:

- Anyone who observes a participant who is seriously ill or injured will first advise the nearest controller and then, if possible, render aid, provided the aid does not exceed his or her training.
- The controller who is made aware of a real emergency will initiate the “real-world emergency” broadcast on the controller radio network and provide the following information to the Senior Controller and Exercise Director:
  - Venue and function
  - Location within the venue and function
  - Condition
  - Requirements
- The SimCell and/or Safety Officer and Safety Controller will be notified as soon as possible if a real emergency occurs.
- If the nature of the emergency requires suspension of the exercise at the venue or function, all exercise activities at that facility will immediately cease. Exercise play may resume at that venue or function after the situation has been addressed.
- Exercise play at other venues and functions should not cease if one venue or function has declared a real-world emergency, unless they rely on the affected venue.
- If a real emergency occurs that affects the entire exercise, the exercise may be suspended or terminated at the discretion of the Exercise Director and Senior Controller. Notification will be made from the SimCell.

## Disposal of Needles and Medical Waste

- All vaccination operations will be conducted in accordance with OCHCA policies and include the use of universal precautions for preventing blood exposures and blood-borne pathogen transmission. These precautions include the following guidelines for appropriate disposal of needles after use:
  - Medical waste sharps containers must be available in the area where the sharp is used.
  - Needles must be deposited into a sharps container immediately after use. OCHCA will provide containers for disposal.
  - Arrangements are in place for transport and destruction of filled sharps containers.

- Medical waste—including gauze or cotton used during administration of vaccine, other potentially contaminated material, and empty vaccine vials—should be placed in appropriately marked biohazard containers and disposed in accordance with OCHCA policy.

### Inclement Weather

Inclement weather is defined as weather characterized by high winds, rain, and extreme high temperature. If inclement weather is imminent, contingency plans for each POD site will be considered. Relief or staging area measures will be planned to temporarily house patient volunteers. Also, in case of inclement weather participants involved in vaccinations can experience relief through tents or covered shelter.

### Site Access

#### Security

The Local Law Enforcement Agency will control entry to exercise venues on specific event days. To prevent confusion and interruption of the exercise, access to exercise sites and the SimCell will be limited to exercise participants only. Players should advise their venue's controller or evaluator if an unauthorized person is present. Each organization should follow its internal security procedures, augmented as necessary to comply with exercise requirements. Site security for each event site is described below:

- Friends Church – Orange County Sherriff's Department
- St. Nicholas Catholic Church – Orange County Sherriff's Department

#### Observer Coordination – October 25, 2013

Each organization with observers will coordinate with OCHCA for access to the exercise site. Observers will be escorted to an observation area for orientation and conduct of the exercise. All observers must remain within the designated observation area during the exercise.

**It is the responsibility of the POD site planning team to plan for, escort and inform observers of any and all POD activities. Each site will have an area designated near the staff registration area to accommodate observer and VIP check-in and escort.**

All observers and VIPs are welcome to arrive anytime after 1100 PST. They will park in the staff parking area and sign in at the Staff Registration table, or an otherwise specified area, to obtain their badge and report to the POD Site specific designated areas.

#### Parking and Directions

Parking information and directions to each venue area are available from OCHCA or city hosted POD sites.

## Refreshments and Restroom Facilities

Refreshments and potable water will be provided for all exercise participants throughout the exercise. Restroom facilities will be available at each venue.

## Exercise Identification

Identification vests and badges will be issued to the exercise staff and players. All exercise personnel and observers will be identified by agency uniforms or identification vests and badges distributed by the exercise staff. **Table 2.1** describes these identification items.

**Table 2.1. Exercise Identification**

Group	Vest Color	Badge Color
<b>Exercise Staff</b>		
Exercise Director	Burgundy	None
Controllers	White	None
Evaluators	White	None
Time Study Staff	Lime Green	None
<b>Exercise Players</b>		
Command Staff	Yellow	None
Operations Section Staff	Red	None
Logistics Section Staff	Orange	None
Planning Section Staff	Blue	None
Finance Section Staff	Green	None
Line Monitors/Runners/Traffic Control	Lime Green	None
<b>Non-Essential Exercise Participants</b>		
Observers	None	Pink
Media Personnel	None	Press Pass

## Communications Plan

### Exercise Start, Suspension, and Termination Instructions

The exercise is scheduled to run for the times scheduled for each event day, or until the Exercise Director and Senior Controller determine that exercise objectives have been met. From the SimCell, or in the field, the Exercise Director will announce the start of the exercise and exercise suspension or termination through the controller communications network.

**All spoken and written communications will start and end with the statement “THIS IS AN EXERCISE.”**

## Player Communications

Players will use routine, in-place agency communication systems. Additional communication assets may be made available as the exercise progresses. The need to maintain capability for a real-world response may preclude the use of certain communication channels or systems that usually would be available for an actual emergency. In no instance will exercise communications interfere with real-world emergency communications. Each venue will coordinate its own internal communication networks and channels.

The primary means of communication among the SimCell, controllers, and venues will be via phone, fax, email, 800MHz radio, or UHF radio. A list of key telephone and fax numbers and radio call signs will be available as a Communications Directory before the exercise starts.

## Player Briefing

Controllers may be required to read specific scenario details to participants to begin exercise play. They may also have technical handouts (i.e. player handbooks) or other materials to give to players to better orient them to the exercise environment.

## Public Affairs

This exercise enables players to demonstrate increased readiness to deal with a disease outbreak. Any public safety exercise may be a newsworthy event. Special attention must be given to the needs of media representatives, allowing them to get as complete and accurate a story as possible; however, their activities must not compromise exercise realism, safety, or objectives.

OCHCA and participating agencies are responsible for disseminating public information before the 2013 POD Exercise. OCHCA will coordinate this function.

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## CHAPTER 3: PLAYER INFORMATION AND GUIDANCE

### Exercise Staff

#### Exercise Director

The Exercise Director has overall responsibility for planning, coordinating, and overseeing all exercise functions. The Exercise Director also manages exercise activities and maintains close dialogue with the Senior Controller about the status of play and achievement of exercise objectives.

#### Senior (aka Lead) Controller

The Senior Controller is responsible for overall organization of the exercise and takes direction from the Exercise Director. The Senior Controller monitors exercise progress and coordinates decisions regarding deviations or significant changes to the scenario caused by unexpected developments during play. The Senior Controller monitors actions by individual controllers/evaluators and ensures that they implement all designated and modified actions at the appropriate time. The Senior Controller debriefs controllers and evaluators after the exercise and oversees setup and takedown of the exercise.

#### Safety Controller

The Safety Controller is responsible for monitoring exercise safety during setup, conduct, and cleanup of the exercise. All exercise participants will assist the Safety Controller by reporting any safety concerns.

#### Controllers

Individual controllers issue exercise materials to players as required, monitor the exercise timeline, and monitor the safety of all exercise participants. Controllers also provide injects to players, as described in the MSEL. Specific controller responsibilities are addressed in the C/E Handbook.

#### Evaluators

Evaluators work as a team with controllers. Evaluators are SMEs who record events that take place in their assigned location and submit documentation for review and inclusion in the After Action Report (AAR). Evaluators should not have any direct interaction with players. Specific evaluator responsibilities are addressed in the C/E Handbook.

### Player Instructions

#### Before the Exercise

- Review appropriate emergency plans, procedures, and exercise support documents.
- Be at the appropriate site at least 30 minutes before the exercise starts. Wear the appropriate uniform and identification item(s).

- Sign in when you arrive.
- If you gain knowledge of the scenario before the exercise, notify a controller so that appropriate actions can be taken to ensure a valid evaluation.
- Read your Player Information Handout, which includes information on exercise safety.

### During the Exercise

- Respond to exercise events and information as if the emergency were real, unless otherwise directed by an exercise controller.
- Controllers will give you only information they are specifically directed to disseminate. You are expected to obtain other necessary information through existing emergency information channels.
- Do not engage in personal conversations with controllers, evaluators, observers, or media personnel. If you are asked an exercise-related question, give a short, concise answer. If you are busy and cannot immediately respond, indicate that, but report back with an answer as soon as possible.
- If you do not understand the scope of the exercise, or if you are uncertain about an organization's or agency's participation in an exercise, ask a controller.
- Parts of the scenario may seem implausible. Recognize that the exercise has objectives to satisfy and may require incorporation of unrealistic aspects. Every effort has been made by the exercise's trusted agents to balance realism with safety and to create an effective learning and evaluation environment.
- All exercise communications will begin and end with the statement **“This is an exercise.”** This precaution is taken so that anyone who overhears the conversation will not mistake exercise play for a real-world emergency.
- When you communicate with the SimCell, identify the organization, agency, office, or individual with whom you wish to speak.
- Speak when you take an action. This procedure will ensure that evaluators are aware of critical actions as they occur.
- Maintain a log of your activities. Many times, this log may include documentation of activities that were missed by a controller or evaluator.

### After the Exercise

- Participate in the Hot Wash at your facility with controllers and evaluators.
- Complete the Participant Feedback Form. This form allows you to comment candidly on emergency response activities and exercise effectiveness. Provide the completed form to a controller or evaluator.
- Provide any notes or materials generated from the exercise to your controller or evaluator for review and inclusion in the AAR.

## Simulation Guidelines

Because the 2013 POD Exercise is of limited duration and scope, the physical description of what would fully occur at the incident sites and surrounding areas will be relayed to players by simulators or controllers.

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## CHAPTER 4: EVALUATION AND POSTEXERCISE ACTIVITIES

### Exercise Documentation

The goal of the 2013 POD Exercise is to comprehensively exercise and evaluate OCHCA's plans and capabilities as they pertain to a disease outbreak. After the exercise, data collected by controllers, evaluators, personnel, and players will be used to identify strengths and areas for improvement in the context of the exercise objectives.

### Exercise Evaluation Guides (EEGs)

The DHS has developed Exercise Evaluation Guides (EEGs) that identify expected activities for evaluation, provide consistency across exercises, and link individual tasks to disciplines and expected outcomes.

The EEGs selected by the exercise's trusted agents are contained in the evaluator materials packet, along with the C/E Handbook. These EEGs have been selected because the activities they describe can be expected to be observed during the exercise. The EEGs will guide evaluation to match the exercise objectives. Supplemental evaluation materials designed for the 2013 POD Exercise may also be used.

### Hot Wash

Immediately after completion of exercise play, controllers will facilitate a Hot Wash with players from their assigned location. The Hot Wash is an opportunity for players to express their opinions about the exercise and their own performance. At this time, evaluators can seek clarification regarding certain actions and what prompted players to take them. The Hot Wash should not last more than 30 minutes. Evaluators should take notes during the Hot Wash and include these observations in their analysis.

### Controller and Evaluator Orientation Briefing

A comprehensive controller and evaluator (C/E) briefing will be conducted on October 22, 2013 beginning at 1000 PST. Each controller and evaluator is required to attend this session, plus any specialized training, in order to learn all assigned responsibilities. This is also the time for the C/E teams to get acquainted and address in advance any known issues that might arise during the exercise.

### Controller and Evaluator Debriefing

Controllers, evaluators, and selected exercise participants will attend a facilitated Controller and Evaluator Debriefing on Tuesday, October 29, 2013 at the Health Strategic Operations Center. During this debriefing, these individuals will discuss their observations of the exercise in an open environment to clarify actions taken during the exercise. Evaluators should take this opportunity to complete their EEGs for submission to the Lead Evaluator and begin the analysis process outlining issues to be included in the AAR.

## **After Action Report (AAR)**

The AAR is the culmination of the 2013 POD Exercise. It is a written report that outlines strengths and areas for improvement identified during the exercise. The AAR will include the timeline, executive summary, scenario description, mission outcomes, and capability analysis. The AAR will be drafted by a core group of individuals from the Exercise Planning Team.

## **After Action Conference and Improvement Plan (IP)**

The improvement process represents the comprehensive, continuing preparedness effort of which the 2013 POD Exercise is a part. Lessons learned and recommendations from the AAR will be incorporated into an Improvement Plan (IP).

### **After Action Conference**

The After Action Conference is a forum for jurisdiction officials to hear the results of the evaluation analysis, validate findings and recommendations in the draft AAR, and begin development of the IP.

### **Improvement Plan (IP)**

The IP identifies how recommendations will be addressed, including what actions will be taken, who is responsible, and the timeline for completion. It is created by key stakeholders from the 2013 POD Exercise participating agencies during the After Action Conference.

## APPENDIX A: EXERCISE SCHEDULE

### 2013 POD Exercise Series - Timeline of Events

Time (PST)	Personnel	Activity	Location	
<b>Exercise Planning Conferences</b>				
August 14, 2013 1000 – 1200	Key POD Site Planning Team	Initial Planning Conference	Health Strategic Operations Center	
September 4, 2013 1000 – 1200		Midterm Planning Conference	Health Strategic Operations Center	
October 10, 2013 1400 – 1600		Final Planning Conference	Health Strategic Operations Center	
<b>Warehouse Operations &amp; Distribution</b>				
October 17, 2013 1000 – 1200	Drivers & Escorts	Logistics Distribution Escort & Security Transfer	Yorba Linda	
October 21, 2013 1300 – 1500			Laguna Woods	
<b>October 23, 2013 – Controller and Evaluator Brief</b>				
1000 - 1200	Exercise controllers and evaluators	Controller and Evaluator Briefing	Health Strategic Operations Center	
<b>October 25, 2013 – Mass Dispensing</b>				
<b>Pre-Event Operations</b>	0700	Pharmacy Team Leader	Vaccine Transportation	Warehouse to Field Location
	0730	Staff Registration Team & Exercise Directors	Staff Registration Begins	Staff Registration Area
	0745	Unified Command Report	Unified Command Briefing	Staff Registration Area
	0800 – 0830	All POD Staff, Controllers & Evaluators	Staff Registration Begin Site Setup Logistics Section Briefing	Staff Registration Area
	0830 – 900	Unified Command & Section Chiefs	Planning Meeting & IAP Dissemination	Incident Command Post
	0900 – 0930	All POD Staff	General All-Staff Briefing Supervisor Roll Call DSW Swearing In	General Briefing Area
	0930 – 1015	Section Chiefs, Branch Directors, Group Supervisors, Team Leaders	Section/Branch/Position Briefings	At assigned work location
	1015 – 1030	All POD Staff	Staff Vaccinations	Walk Through Dispensing Area
	1030 – 1115	All POD Staff	Site Set up Completed Lunch and Break	Staff Break Area
	1115	All POD Staff	Work Location Report	Assigned POD area
	1120	Section Chiefs Supervisory Staff	Communications Plan Radio Call Down	
	<b>Event</b>	1130	All	Event starts
1330		All	Event ends	POD Sites
1330 – 1430		All General/Support POD Staff	Site demobilization, clean up, & logistics procurement	POD Sites
		Unified Command, Section Chiefs, Branch Directors, & Group Supervisors	Staff Debrief, Hotwash	General Briefing Area
1500		All POD Staff	Check out & Player Evaluations	Staff Registration
<b>October 29, 2013 - Controller and Evaluator Debrief</b>				
1000 - 1300	Exercise controllers and evaluators	Controller/Evaluator Debrief	Health Strategic Operations Center	
<b>January 28, 2013 – After Action Report Review</b>				
<b>April 25, 2013 – Final After Action Report Completed</b>				

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## APPENDIX B: PARTICIPATING AGENCIES AND ORGANIZATIONS

<b>County Agencies</b>
Orange County Health Care Agency (OCHCA)
Orange County Sherriff's Department (OCSD)
Orange County Fire Authority (OCFA)
<b>City Agencies</b>
City of Laguna Woods
City of Yorba Linda
<b>Emergency Medical Service Providers &amp; Private Organizations</b>
Doctor's Ambulance Service
Emergency Ambulance Service
<b>Nursing Programs &amp; Community College Districts</b>
California State University, Fullerton – School of Nursing
Saddleback College School of Nursing
Stanbridge College School of Nursing
Concordia University School of Nursing
Cypress College School of Nursing
West Coast University
North Orange County Community College District (NOCCCD)
South Orange County Community College District (SOCCCD)
<b>Faith Based Organizations</b>
Friends Church
St. Nicholas Catholic Church
<b>Volunteer Organizations</b>
Orange County Medical Reserve Corps (MRC)