

Exercise Name

After-Action Report/Improvement Plan (AAR/IP)

Date

Your organization or Justification

Instructions: Please email this AAR/IP to your DES District Field Officer (DFO). The DFO will review the AAR/IP for content then forward this report to the MT DES Office.

The After-Action Report/Improvement Plan (AAR/IP) aligns exercise objectives with preparedness doctrine and related frameworks and guidance. Exercise information required for preparedness reporting and trend analysis is included; users are encouraged to add additional sections as needed to support their own organizational needs.

Exercise Overview

| | |
|------------------------------------|--|
| Exercise Name | Shakeout TTX |
| Exercise Dates | 16 Oct 2024 |
| Scope | This exercise is a tabletop exercise, planned for four hours at Central City. Exercise play is limited to in-person participants. |
| Core Capabilities | <ol style="list-style-type: none"> 1. Operational Coordination 2. Operational Communications 3. Mass Care Services |
| Objectives | <ol style="list-style-type: none"> 1. In conjunction with ESF partners and local emergency management personnel, discuss critical processes for incident response and recovery as outlined in EOPs, SOPs, or other plans. 2. Outline communications capabilities and resources between County, State, and ESF Partners to identify communications gaps and potential resource needs. 3. Participants work through processes to gather and share situational awareness regarding the status of incident and critical infrastructure. 4. Discuss the ability to provide life sustaining services to affected populations, to include sheltering and hydration services and identify long-term solutions. |
| Plans Tested | EOC Ops Plan, EOPs, SOPs |
| Threat or Hazard | Earthquake |
| Scenario | A 6.3 magnitude earthquake occurred along the Central City's fault. Significant damage reported to local infrastructure including roads, bridges, homes, commercial buildings in Central City. |
| Sponsor | Central City DES |
| Participating Organizations | DES, Fire Dept, Hospital, Law Enforcement, School District |
| Point of Contact | Brian Patterson MT DES 406-417-9353 |

Objective 1: In conjunction with ESF partners and local emergency management personnel, discuss critical processes for incident response and recovery as outlined in EOPs, SOPs, or other plans.

Core Capability 1: Operational Coordination

Strengths Observed:

Strength 1: The participation of the ESFs enhanced comprehension of local plans and procedures.

Strength 2: ESF partners present discussed their agency strategies and competencies.

Strength 3: Various agencies have been involved in improving the continuity of government.

Areas for Improvement:

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Central City's Public Health lacks a documented recall/accountability procedure for personnel.

Analysis: Without power/service, telephone recall/accountability will be affected/nonexistent.

Area for Improvement 2: Central City's alternate EOC location has not been clearly documented, and agreements are not in place.

Analysis: If the primary EOC facility becomes non-operational, staff will need an alternate location.

Area for Improvement 3: Central City activation protocol and checklists are in draft and position checklists and job aids are incomplete.

Analysis: EOC has run checklist semi through memory and as things developed.

Objective 2: Outline communications capabilities and resources between County and ESF Partners to identify communications gaps and potential resource needs.

Core Capability 2: Operational Communications

Strengths Observed:

Strength 1: Testing primary and secondary communications with all ESF's monthly has enhanced partnership and continuity.

Strength 2: Central City has strong partnership with amateur radio to assist during disasters.

Strength 3: Across all ESFs response partners, there has been an effort to increase communications capability.

Areas for Improvement

The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Alternate communication capabilities between all agencies for a complete power/communication outage scenario have not been fully exercised.

Analysis: Only one drill has been tested for connecting to a Star Link. Full capabilities are unknown.

Area for Improvement 2: There is insufficient collaboration among PIO partners regarding prepared messages, which can lead to duplication of work and delay in public messaging.

Analysis: Prepared messages between agencies PIOs would expedite public information.

Area for Improvement 3: Central City continuity emergency messaging platform lacks consistent testing.

Analysis: Scheduled tests of the notification system have not been tested for an extended period within Central City.

Objective 3: Discuss the ability to provide life sustaining services to affected populations to include sheltering and hydration services and identify long-term solutions.

Core Capability 3: Mass Care Services

Strengths Observed:

Strength 1: An alternate health care facility can be set up, with appropriate permits, funding mechanism, and location.

Strength 2: Central City has a mutual aid agreement for a water purification system that can be distributed to large communities.

Areas for Improvement

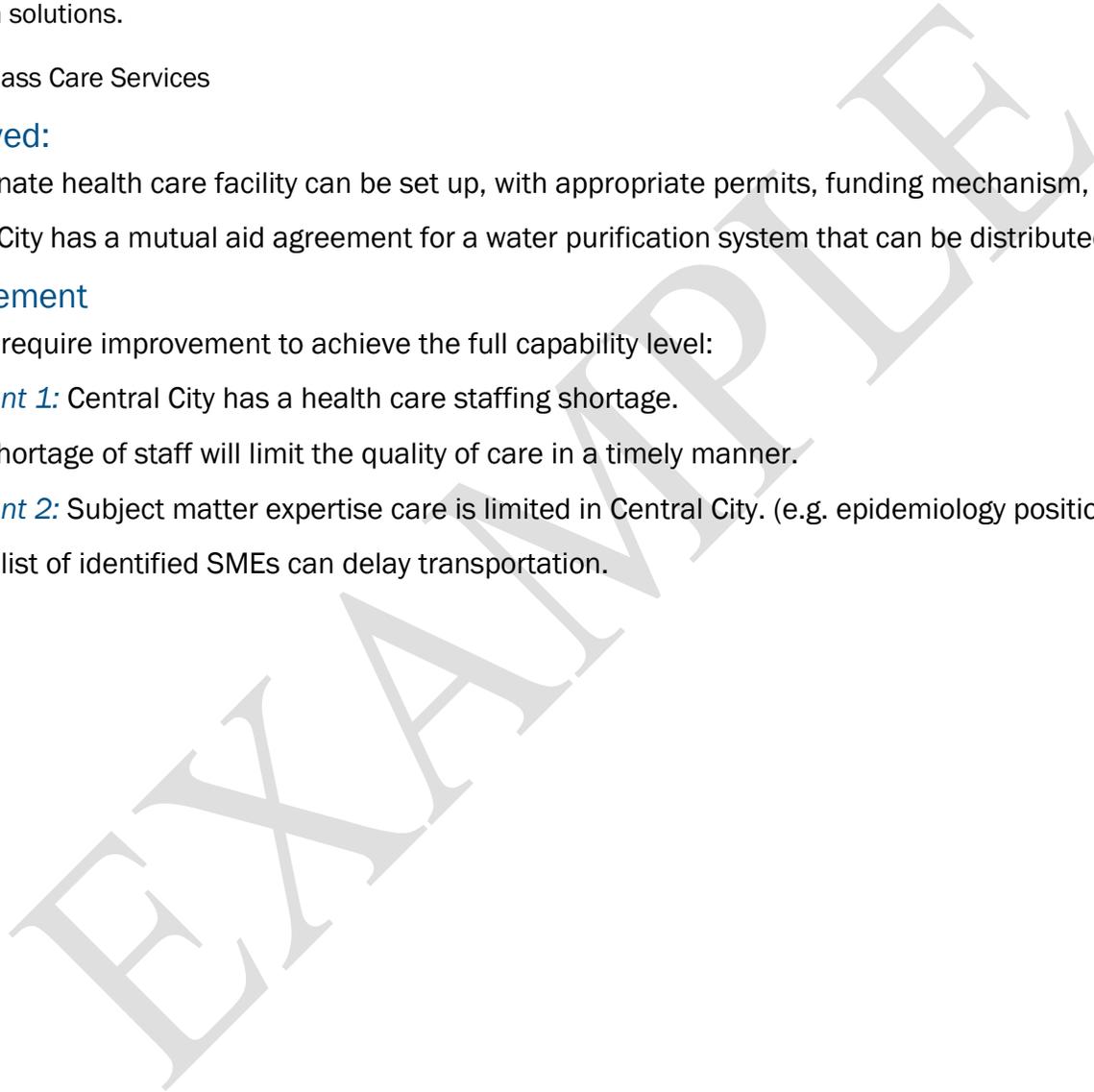
The following areas require improvement to achieve the full capability level:

Area for Improvement 1: Central City has a health care staffing shortage.

Analysis: A shortage of staff will limit the quality of care in a timely manner.

Area for Improvement 2: Subject matter expertise care is limited in Central City. (e.g. epidemiology positions).

Analysis: No list of identified SMEs can delay transportation.

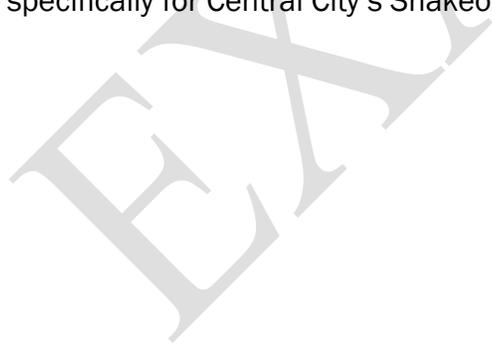


Appendix A: IMPROVEMENT PLAN (IP)

| Capability | Issue/Area for Improvement | Corrective Action | Primary Responsible Organization | Organization POC | Start Date | Completion Date |
|--|---|--|----------------------------------|----------------------------|------------|-----------------|
| Capability 1: Operational Coordination | Central City’s Public Health lacks a documented recall/accountability procedure for personnel. | Develop a recall SOP by 1 May, train staff and conduct internal drills. A functional test will be during our next quarter’s exercise scheduled for 10 Aug. | Central City Health Center | John Smith 555-555-5555 | 3/15/2025 | |
| Capability 1: Operational Coordination | Central City’s alternate EOC location has not been clearly documented, and agreements are not in place. | [Corrective Action] | | | | |
| Capability 1: Operational Coordination | Central City activation protocol and checklists are in draft and position checklists and job aids are incomplete. | [Corrective Action] | | | | |
| Capability 2: Operational Communications | Alternate communication capabilities between all agencies for a complete power/communication outage scenario have not been fully exercised. | [Corrective Action] | | | | |

| Capability | Issue/Area for Improvement | Corrective Action | Primary Responsible Organization | Organization POC | Start Date | Completion Date |
|--|--|---------------------|----------------------------------|------------------|------------|-----------------|
| Capability 2: Operational Communications | There is insufficient collaboration among PIO partners regarding prepared messages, which can lead to duplication of work and delay in public messaging. | [Corrective Action] | | | | |
| Capability 2: Operational Communications | Central City continuity emergency messaging platform lacks consistent testing. | [Corrective Action] | | | | |
| Capability 3: Mass Care Services | Central City has a health care staffing shortage. | [Corrective Action] | | | | |
| Capability 3: Mass Care Services | Subject matter expertise care is limited in Central City. (e.g. epidemiology positions). | [Corrective Action] | | | | |

This IP is developed specifically for Central City’s Shakeout Exercise conducted on 16 Oct 2024.



Appendix B: Exercise Participants

| Participating Organizations |
|--|
| Central City Fire Department |
| Central City Disaster & Emergency Services |
| Central City Hospital |
| Law Enforcement |
| Central City School District |
| |
| |
| |
| |
| |

Number of Participants 22

EXAMMPLE