Resource Request Readiness '23

State Emergency Coordination Center (ECC) Drill
Exercise Plan (ExPlan)
December 13, 2023

The Exercise Plan (ExPlan) gives senior leaders, observers, media personnel, and players from participating organizations information they need to observe or participate in the exercise. It includes an exercise overview, objectives and aligned capabilities, roles and responsibilities, logistics, schedule, and communications plan. Some exercise material is intended for the exclusive use of exercise planners, controllers, and evaluators, but players may view other materials that are necessary to their performance. All exercise participants may view the ExPlan.

Table of Contents

EXERCISE OVERVIEW

Exercise Name	***Resource Request Readiness '23***
Exercise Dates	Wednesday December 13th, 2023 8:30 to 12:30
Scope	This drill will practice the entire process of submitting, receiving, managing, and fulfilling resource requests utilizing the OpsCenter system. Partners from local, tribal, and state government will participate.
Focus Area(s)	Response
Capabilities	Logistics and Supply Chain Management, Operational Coordination
Objectives	1. Oregon County and Tribal Emergency Managers will complete the process for submitting resource request(s) to the State Emergency Coordination Center via OpsCenter in accordance with the *OpsCenter Resource Request Procedure* following a severe winter weather event. 2. The State of Oregon Emergency Coordination Center-Coordination Center will complete the process for reviewing and assigning incoming resource requests in accordance with the *OpsCenter Action Update Procedure* following a severe winter weather event. 3. The State of Oregon Emergency Coordination Center-Emergency Support Functions will complete the process of updating a resource request in OpsCenter in accordance with the *OpsCenter Action Update Procedure* following a severe winter weather event.
Threat/Hazard	Severe Winter Weather Event
Scenario	+36 following a severe winter weather event impacting all of Oregon.
Sponsor	Oregon Department of Emergency Management
Participating Organizations	See Appendix B: Exercise Participants for a full list.
Point of Contact	*Exercise Director* Robert Quinn | State Exercise Officer robert.quinn@oem.oregon.gov 971-345-7698 *Exercise Deputy Director* Zach Glenn | State Exercise Specialist zachary.glenn@oem.oregon.gov 971-719-0841

GENERAL INFORMATION

Exercise Overview

This 4th quarter 2023 (4Q23) State of Oregon Emergency Coordination Center (ECC) Exercise will begin the exercise build-up in preparation for *IronOR 24*. Each of the next four quarterly exercises will focus on objectives statewide peers will complete during the October 2024 Functional Exercise.

This 4Q23 exercise will be a drill to provide players the opportunity to practice utilizing the existing resource submission and management processes. This event will see players from the county, tribal, and state government submit resource requests through OpsCenter to build awareness for, and build expertise to, submitting requests. Once submitted, the State ECC Coordination Section will have players practice assigning, and updating, the submitted resource requests.

To ensure State ECC Emergency Support Functions (ESFs) are engaged, a Simulation Cell has been established to provide additional incoming requests they will need to address.

Exercise Objectives and Capabilities

The following exercise objectives in Table 1 describe the expected outcomes for the exercise. The objectives are linked to capabilities, which are distinct critical elements necessary to achieve the specific mission area(s). The objectives and aligned capabilities are guided by senior leaders and selected by the Exercise Planning Team.

Exercise Objectives	Core Capability
1. Oregon County and Tribal Emergency Managers will validate the process for submitting resource request(s) to the State Emergency Coordination Center via OpsCenter in accordance with the OpsCenter Resource Request Procedure following a severe winter weather event	Operational Coordination
2. The State of Oregon Emergency Coordination Center-Coordination Center will complete the process for reviewing and assigning incoming resource requests in accordance with the OpsCenter Action Update Procedure following a severe winter weather event.	Operational Coordination
3. The State of Oregon Emergency Coordination Center-Emergency Support Functions will complete the process of fulfilling a resource request in OpsCenter in accordance with the OpsCenter Action Update Procedure following a severe winter weather event.	Operational Coordination

Table 1. Exercise Objectives and Associated Capabilities

Exercise Structure

This exercise will be broken into two modules. The first module will provide training on the resource request processes and best practices that players were sent a week prior to the event. The second module will be a drill to practice utilizing the reviewed processes. Module 2 will run from 9:45 to 11:30, providing participants enough time for the Emergency Support Functions (ESFs) in the State Emergency Coordination Center (ECC) to respond to incoming requests from both players and the Simulation Cell.

Wednesday, December 13th	
Timing	Scope
8:00 – 8:30	Event Registration
8:30 – 9:30	Module 1-Training | Resource Request Submission & Management Process
9:30 – 9:45	Module 2-Drill | Exercise Briefing
9:45	STARTEX
9:45 – 11:30	Drill Play
11:30	ENDEX
11:30 – 12:30	Hot Wash | Functional & Large Group

Table 2. Exercise Agenda

Scenario

A reminder for this drill, the scenario provides context for resource requests – but shouldn't impact player actions. This exercise is focused on the OpsCenter resource request process – don't let questions about the scenario stop you from practicing using OpsCenter.

On Friday, December 8, the National Weather Service sent a briefing email detailing the potential for significant winter weather across much of Oregon from Monday, December 11 through Thursday, December 14. NWS forecast offices around the state initiated daily weather briefings at this time. Multiple Winter Storm Watches were issued on Saturday, December 9 and upgraded to Winter Storm Warnings on Sunday, December 10. The forecast called for 6 to 8 inches of snow in the lowlands west of the Cascades, 1 to 2 feet in the Cascades, and 4 to 6 inches east of the Cascades. Temperatures were expected to be in the upper 20s to low 30s west of the Cascades and in the low 20s east of the Cascades throughout the event.

Snow began falling at the coast and west of the Cascades around 4 PM on Monday, December 11 and spread east of the Cascades by 8 PM that evening. Residents awoke Tuesday morning to 1-3 inches of snowfall in the lowlands with around 6 inches of accumulation in the mountains. Snowfall continued to increase in intensity through the day on Tuesday, with an additional 6 to 8 inches of accumulation in the lowlands and another 8 to 12 inches in the mountains by Tuesday evening. The State Emergency Coordination Center (ECC) activated Tuesday afternoon around 4 PM to support the increasing number of requests coming from local partners and their response efforts.

Participant Roles and Responsibilities

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

- **Players.** Players are personnel who have an active role in discussing or performing their regular roles and responsibilities during the exercise. Players discuss or initiate actions in response to the simulated emergency.
- **Controllers.** Controllers plan and manage exercise play, set up and operate the exercise site, and act in the roles of organizations or individuals that are not playing in the exercise. Controllers direct the pace of the exercise, provide key data to players, and may prompt or initiate certain player actions to ensure exercise continuity. In addition, they issue exercise material to players as required, monitor the exercise timeline, and supervise the safety of all exercise participants.
- **Simulators.** Simulators are control staff personnel who deliver scenario messages representing actions, activities, and conversations of an individual, agency, or organization that is not participating in the exercise. They most often operate out of the Simulation Cell (SimCell), but they may occasionally have face-to-face contact with players. Simulators function semi-independently under the supervision of SimCell controllers, enacting roles (e.g., media reporters or next of kin) in accordance with instructions provided in the Master Scenario Events List (MSEL). All simulators are ultimately accountable to the Exercise Director and Senior Controller.
- **Evaluators.** Evaluators evaluate and provide feedback on a designated functional area of the exercise. Evaluators observe and document performance against established capability targets and critical tasks, in accordance with the Exercise Evaluation Guides (EEGs).
- **Observers.** 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. Very Important Persons (VIPs) are also observers, but they frequently are grouped separately.

Exercise Assumptions and Artificialities

In any exercise, assumptions and artificialities may be necessary to complete play in the time allotted and/or account for logistical limitations. Exercise participants should accept that assumptions and artificialities are inherent in any exercise and should not allow these considerations to negatively impact their participation.

Assumptions

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

- The exercise is conducted in a no-fault learning environment wherein capabilities, plans, systems, tools, and processes will be evaluated,
- The simulated applications and injects should be treated as realistic and occur as they are presented. This exercise will utilize an abbreviated timeline that is not realistic with real-world grant processes,
- Participating Sections may need to balance exercise play with real-world projects, priorities, and/or emergencies. Real-world actions take priority,
- Weather impacts from a severe winter storm may impact communications and internet capabilities during a real-world situation. For purposes of this exercises, there are no impacts to those capabilities,

Artificialities

Exercises require context and information to be developed prior to play in order to ensure participants have enough structure to address the provided scenario. During this exercise, the following artificialities apply:

- Being day 2 of the scenario, local and tribal partners have already requested an OERS Incident Number which is already available via OpsCenter,
- OEM Regional Coordinators are used during the real-world to be a bridge between the State ECC and local-tribal needs. For purposes of this exercise, the State ECC players and local-tribal players are encouraged to contact each other directly.
- Exercise communication and coordination will be limited to exercise participants and the Simulation Cell (SimCell). Only communication methods listed in the Communications Plan are available for players to use during the exercise.
- There is no participation by external partners during this exercise. Specific comments and questions directed towards their operations will be directed towards the exercise facilitator to document and/or address within the scope of the exercise.

Exercise Rules

The following general rules govern exercise play:

- Real-world emergency actions take priority over exercise actions.
- All communications (including written, radio, telephone, and e-mail) during the exercise will begin and end with the statement "Exercise, Exercise".
- Exercise players who contact SimCell must identify the organization or individual with whom they wish to speak.

- The purpose of this drill is to evaluate how statewide partners submit, and the State ECC manages, resource requests, it is not intended to evaluate individuals or organizations. We are a collective team working to assess the current resource request processes – support your peers who may be new work through the details of this exercise and allow for us to improve collectively.

EXERCISE LOGISTICS

Location

This Drill will be held in a hybrid environment, both at the Oregon Department of Emergency Management offices in Salem, Oregon (3930 Fairview Industrial Drive SE, Salem Oregon) and virtually via Microsoft Teams.

Safety

Exercise participant safety takes priority over exercise events. The following general requirements apply to the exercise:

- A Safety Controller is responsible for ensuring the exercise is conducted in a safe environment; any safety concerns must be immediately reported to the Safety Controller. The Safety Controller and Exercise Director will determine if a real-world emergency warrants a pause in exercise play and when exercise play can be resumed.

- For an emergency that requires assistance, use the phrase **"Real World Emergency Stop."** 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 immediately notify emergency services and the closest controller, and, within reason and training, render aid.
  – The controller aware of a real emergency will initiate the **"Real World Emergency Stop"** broadcast and provide the Safety Controller, Lead Controller, and Exercise Director with the location of the emergency and resources needed, if any. The Lead Controller will notify the Control Cell and SimCell as soon as possible if a real emergency occurs.

Emergency Medical Services

The Safety Controller will coordinate with contact emergency medical services in the event of a real-world emergency. Additionally, participants will be asked upon check-in if they have any medical or CPR training to easily know who to find in the event of a medical emergency. In general, if someone is experiencing a medical emergency:

- Do not move the person unless there is a fire or some other imminent danger
- Do not hesitate to call 9-1-1 if you feel medical assistance is needed. Individuals can decline medical treatment by emergency service personnel upon arrival
- Notify the nearest Exercise Controller (colored vest) or OEM staff

Evacuation

As part of the pre-exercise Safety Brief, the Safety Controller will address where the nearest emergency exits and evacuation zones are located. Evacuation routes should also be posted in conference rooms and inside all exterior doors. Refer to Appendix D for first and second floor evacuation maps.

Fire Safety

Fire at Exercise Site

- If you see a fire – only attempt to extinguish it if it is small
- If you hear the fire alarm – evacuate immediately and go to designated evacuation areas listed in Appendix D. Even if you don't smell smoke or see a fire, always evacuate at the sounding of the alarm unless an ALL-CLEAR signal indicates a false alarm
- OEM will take attendance and follow employee and visitors accounting procedures
- If evacuated, remain together until the building has been inspected and it has been determined safe to return to the office

Fire Near the Exercise Site

- Wait for instructions from the Exercise Safety Controller
- First responders will determine if it is necessary to evacuate based on the risk to the building or office
- Stay tuned to a local emergency channel for current information
- If evacuated, remain together until the building has been inspected and it has been determined safe to return to the office

Weapons Policy

All participants are to follow the Department of Administrative Services "Weapons in the Workplace" policy (50.010.05) which states:

> *"This policy prohibits weapons in the workplace unless an employee is permitted to carry, handle, operate or transport a weapon as part of the employee's assigned duties in the course and scope of the employee's employment. A permit to carry a concealed handgun does not give an employee the authority to use or carry a handgun into the workplace."*

Any questions or concerns regarding this policy can be addressed to the Exercise Director.

Site Access

Parking Instructions

Park anywhere along the south side of the parking lot (closest to Fairview Industrial Drive). The primary entrance is marked on the parking map in Appendix D.

Facility Entrance & Access

A registration desk will be situated in the vestibule immediately following the main entrance. All exercise participants (player, controller, observer, evaluator) will be asked to sign at the registration desk. Additionally, exercise participants will receive the necessary materials for the exercise, including but not limited to name tags, badges, name tents, vests, player guides, and

participant feedback forms. After checking in, participants will follow the signage to find the primary upstairs conference room (Room 200).

Security

ODEM is a locked facility, although exercise sites should be accessible for the duration of the exercise, visitor badges with limited door access may be given out to participants during check in at the registration desk and will be expected to be returned when checking out.

To prevent interruption of the exercise, access to exercise sites is limited to exercise participants for the duration of the exercise. Players should advise their venue's controller or evaluator of any unauthorized persons or suspicious activity.

Food & Beverages

The ODEM exercise team will provide coffee and tea during this exercise. Food is the responsibility of the participant.

Exercise Identification

Exercise controllers and evaluators will be asked to wear vests during exercise play to differentiate themselves from the exercise players. Individuals wearing colored vests can be used as a resource for exercise players for questions or comments about exercise design or structure, NOT exercise play. Table 2 describes these identification items.

Group	Color
Controllers	Red
Evaluators	Yellow

Table 2. Exercise Identification

Virtual Participation Logistics

Exercise participants may be attending Module 1 or 2 virtually, the logistics below will support that participation.

Module 1 Virtual Platform Use

This exercise will be using a single Microsoft Teams meeting to kick-off the event and move through the Module 1 education materials. The Microsoft Teams access instructions are included in the calendar invitation, and also listed below:

Click here to join the meeting
Meeting ID: 216 128 049 86
Passcode: TMkS4t
Download Teams | Join on the web
Or call in
+1 503-446-4951,,64756727#   United States, Portland
Phone Conference ID: 647 567 27#

Module 2 Virtual Platform Use

The Microsoft Teams meeting will then be used for the Exercise Briefing from 0930-0945. Following the brief, that virtual space will no longer be available. Below is guidance for virtual exercise play:

- **State ESF Players:** The Exercise Planning Team encourages ESF partners to coordinate their own virtual space to coordinate actions with their ESF peers, there will not be an EOC-focused virtual space.
- **Resource Submitters:** No virtual platform for exercise play.

Hot Wash Virtual Platform Use

The same Microsoft Teams meeting will then be used for the exercise host wash. Everyone will log back onto the virtual space, and then will be separated into two separate virtual platforms: ECC-ESF and resource submitter.

Exercise Evaluation

Evaluation of this exercise is based on the exercise objectives to assess how the existing processes and tools work for local, tribal, and state government partners. To evaluate this exercise, the Evaluation Team will be using Exercise Evaluation Guides (EEGs) to evaluate the following processes:

- *How to Create a Request* Standard Operating Guide (July 2022), and
- *How to Add an Update for an Action* Standard Operating Guide (December 2013)

A reminder – exercises are not evaluating how an individual or organization performs in a specific role, but rather the functionality and effectiveness of the processes and tools that are made available to them to complete the established objectives.

Players will be asked to complete participant feedback forms during the functional hot wash period following ENDEX that will provide additional details regarding the successes and opportunities for improvement related to the exercise objectives. The EEG and participant feedback forms will be used to develop the draft After-Action Report (AAR) that will outline strengths and opportunities for improvement related to the specific grant process, tools, and guidance.

POST-EXERCISE ACTIVITIES

Post-exercise, the OEM will lead an After-Action Process to evaluate the current existing resource request process, tools, and guidance. The information gathered during this hot wash will contribute to the draft exercise AAR. This process will use the following timeline:

- <u>Functional Hot Wash | Day-of</u>: At the conclusion of the exercise, exercise players will be separated into two (2) functional hot wash spaces for 20 minutes. This time will be used for the Evaluation Team to seek clarification regarding actions taken during the exercise and elicit additional feedback. The functional hot wash space will be:

    A. **Submission Request | Statewide Partners:** This hot wash will be facilitated virtually by the Lead Exercise Controller. This space will be open to all statewide peers that submitted resource requests through OpsCenter. There will be directed questions from the Facilitator, followed by time to complete a [digital participant feedback form](#).

        - Talk about your experience using the SOG to submit resource requests – did it support your submission efforts? Is there guidance missing that should be added?
        - Talk to your experience using OpsCenter to submit resource requests – what went well during this exercise? Are there aspects of the system that could be improved regarding submitting resource requests?

    B. **Request Management | State ECC Coordination Section:** This hot wash will be facilitated in a hybrid environment, both in-person at the State ECC and virtually with the ESFs that participated remotely. This space will focus on State ECC Coordination Section participations, both Section Lead and ESF players. There will be directed questions from the Facilitator, followed by time to complete a digital participant feedback form.

        - Talk about your experience using the SOGs to assign and update resource requests – did they support your efforts? Is there guidance missing that should be added?
        - Talk to your experience using OpsCenter to assign and manage resource requests – what went well during this exercise? Are there aspects of the system that could be improved regarding assigning or managing resource requests?

- <u>Full Exercise Hot Wash | Day-of</u>: Following the functional hot washes, a full exercise hot wash will take place for 10 minutes to share themes from the functional hot washes and allow for any additional questions or clarifications from the players.

- <u>After-Action Meeting | 2-3 Weeks Following Exercise)</u>: All participants will be invited to a virtual After-Action Meeting (AAM) to review the draft After-Action Report (AAR), elicit additional feedback, and perform root cause analysis for findings themes. The draft AAR will be distributed 1 week prior to the AAM for individual review.

- <u>AAR Finalize (6-8 Weeks Following Exercise)</u>: An exercise AAR will be finalized within 60 days of the exercise event.

PLAYER HANDBOOK

All Players Instructions

Players should follow certain guidelines before, during, and after the exercise to ensure a safe and effective exercise.

Before the Exercise

- Review any event-related materials distributed by the Exercise Planning Team.
- Review the Exercise Plan and send any questions to the Exercise Director, Robert Quinn (Robert.quinn@oem.oregon.gov), and
- Sign-in upon arrival to the exercise facility, or in the virtual environment

During the Exercise

- Log-in to "OpsCenter Training": https://oregonem.com/sso/portal.aspx
- Respond to exercise events and information as if they were real, unless otherwise directed by an exercise controller,
- Recognize that the exercise has objectives to satisfy and may require incorporation of unrealistic aspects. Every effort has been made by the Exercise Planning Team to balance realism and to create an effective learning and evaluation environment,
- 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 (aka. your Section peers),
- Any exercise communication with organizations not participating should be directed towards the Simulation Cell. Identify the non-participating organization you are trying to reach when contacting the Simulation Cell. Simulation Cell information can be found in Appendix A: Communications Plan.

After the Exercise

- Participate in the event hot wash following ENDEX with event controllers and evaluators.
- Complete the Participant Feedback Form that will be distributed during the hot was. This form allows you to comment candidly on the resource request process tested and exercise effectiveness.
- All participants will be invited to an After-Action Meeting (AAM) to review the Participant Feedback Form content, elicit additional feedback, perform root cause analysis for findings themes, and discuss the After-Action Process

The Exercise Planning Team has created two Player Handouts for this exercise – one for the ECC players, and one for resource request submitters. Below are the two handouts:

- Pages 11-12 | ECC Player Handout
- Pages 13-14 | Submitter Player Handout

ECC Player Handout

Exercise Rules

- Notify an evaluator or controller if a real-world emergency occurs,
- Remember to use this during communication: <mark>**"Exercise, Exercise."**</mark>

ESF Request Management Guidance

I'm virtual and the exercise has started – what now?

With this hybrid drill, it will be challenging to collaborate with your ESF partners on the Microsoft Teams meeting provided for Module 1 and the Exercise Briefing – but what would you do during an actual activation? Would you hop on an individual virtual space to coordinate efforts and discuss the incoming requests? Should someone share their screen so everyone can practice responding to the requests together? It is up to you, but take an action where you all can collaborate separate from the Teams meeting provided and begin addressing the incoming requests.

Where can you get questions answered? Try your ECC Coordination Section Lead(s), their contact information can be found in the Exercise Plan Appendix A: Communications Plan – call them like you would in a real-world response.

What am I doing with these requests?

This exercise doesn't need the ESF to figure out completely *how* and *who* will fulfill an incoming resource request – remember, we are practicing the <u>process</u> of submitting resource requests, we are not exercising knowing what resources you would/could need in this scenario. So ultimately this exercise just needs the ESF to receive a request and update it with a mostly realistic response to what would *likely* happen to take steps towards fulfilling the request.

The Exercise Planning Team does encourage the ESFs to utilize this drill to talk through the realistic expectations and needs of the incoming resource requests with your ESF partners – utilize the available time, but don't feel the request needs to be completely fulfilled.

Who is on the other end of these requests?

Some requests will be coming in from playing county, tribal, or state government partners along with some simulated injects from partners not playing. You can contact these external players to talk through ANYTHING with their requests, or call the Simulation Cell to request similar clarifications of non-playing partners.

Utilize your Exercise Plan-Appendix A: Communications Plan in the Exercise Plan or printed at the exercise location for that contact information.

I have questions about OpsCenter.

What would you do during a real-world response? There are resources in OpsCenter under "OpsCenter Guides" that can be very helpful! Reach out to the ECC Coordination Section Lead, check the Appendix A: Communications Plan.

Simulation Guidelines

Because the exercise is of limited duration and scope, certain details will be simulated. A Simulation Cell hosted by the Exercise Controllers will simulate the roles and interactions of non-participating organizations or individuals. The SimCell contact information can be found in Table 1. below and can be used for the following purposes:

- Request additional consideration or guidance related to the scenario,
- Request clarification or guidance related to a sent inject,

Exercise players who contact SimCell must identify the organization or individual with whom they wish to speak: example, "I'm ESF #3, calling Marion County Public Works Director".

4Q23 ECC Exercise Simulation Cell			
Position	Name	Phone	Email Address
SimCell Lead	Zach Glenn	971-719-0841	zachary.glenn@oem.oregon.gov
SimCell Deputy	Sarah Puls	971-345-7255	sarah.puls@oem.oregon.gov
Simulator ESF 2, 6, 9, 12, 15, 18	Rachel Foley	971-600-8013	oem.exercise@oem.oregon.gov
Simulator ESF 1, 4, 8, 11, 14, 17	Ross Ziesemer	971-719-6535	oem.exercise@oem.oregon.gov
Simulator ESF 3, 5, 7, 10, 13, 16,	Jordan Peterson	971-304-4956	oem.exercise@oem.oregon.gov

Submitter Player Handout

Exercise Rules

- Remember to use this during communication: **"Exercise, Exercise."**

Submitters Request Guidance

What type of resource requests to submit?

This is a severe winter weather event impacting your community. We are at 36 hours following initial impact, things may not be going great. You know your community, and what capabilities you have and don't have to respond or recover from this type of scenario. As an Exercise Planning Team we turn to you as the local subject matter expertise to make *mostly* realistic requests to support a local activation – push those off to us.

Remember, we are practicing the <u>process</u> of submitting resource requests, we are not exercising knowing what resources you would/could need in this scenario.

How many requests should I submit?

Well, the simple answer is that is up to you.

But for some additional guidance – the Exercise Planning Team think it would be good practice at least two (2) resource requests to move through the process twice, potentially receive some feedback from the State ECC Coordination Lead, and have an ESF provide an update for your to review.

Who is on the other end?

The State ECC has all ESFs active (expect for 8-Health, 11-Agriculture & Animals) so there will be a physical person playing from the State ECC that will respond to your request – think broad with your requests. You can also call the State ECC players to talk through ANYTHING with your requests.

Utilize your Exercise Plan-Appendix A: Communications Plan for that contact information.

How long do I need to participate?

Submitters are not expected to participate fully for 2-hour drill. It is encouraged for submitters to check back in on their requests to practice finding the location of updates – have updates been provided for their specific requests? Are those updates were sufficient in offering awareness to that request status?

The Exercise Planning Team does encourage submitters to participate in the Module 1 education piece from 8:30-9:30 and the hot wash from 11:30-12:00 – but participation during the 2-hour drill is unlikely to take up a full 2 hours of your time (that is dependent on if you are practicing resource requests locally or if there are additional objectives you are completing internally).

Simulation Guidelines

Because the exercise is of limited duration and scope, certain details will be simulated. A Simulation Cell hosted by the Exercise Controllers will simulate the roles and interactions of non-participating organizations or individuals. The SimCell contact information can be found in Table 1. below and can be used for the following purposes:

- Request additional consideration or guidance related to the scenario,
- Request clarification or guidance related to a sent inject,

Exercise players who contact SimCell must identify the organization or individual with whom they wish to speak: example, "I'm Coos County, calling for the ESF #7 Lead".

4Q23 ECC Exercise Simulation Cell			
Position	Name	Phone	Email Address
SimCell Lead	Zach Glenn	971-719-0841	zachary.glenn@oem.oregon.gov
SimCell Deputy	Sarah Puls	971-345-7255	sarah.puls@oem.oregon.gov
Simulator ESF 2, 6, 9, 12, 15, 18	Rachel Foley	971-600-8013	oem.exercise@oem.oregon.gov
Simulator ESF 1, 4, 8, 11, 14, 17	Ross Ziesemer	971-719-6535	oem.exercise@oem.oregon.gov
Simulator ESF 3, 5, 7, 10, 13, 16,	Jordan Peterson	971-304-4956	oem.exercise@oem.oregon.gov

APPENDIX A: COMMUNICATIONS PLAN

Exercise Role	Name	Phone Number	Email
Exercise Control & Evaluation			
Exercise Director	Robert Quinn	971-456-7698	robert.quinn@oem.oregon.gov
Control Lead	Zach Glenn	971-719-0841	Zachary.glenn@oem.oregon.gov
Safety Controller	Elijah Davis	971-719-6537	elijah.davis@oem.oregon.gov
SimCell Lead	Zach Glenn	971-719-0841	Zachary.glenn@oem.oregon.gov
SimCell Deputy	Sarah Puls	971-345-7255	sarah.puls@oem.oregon.gov
Simulator	Rachel Foley	971-600-8013	oem.exercise@oem.oregon.gov
Simulator	Ross Ziesemer	971-719-6535	oem.exercise@oem.oregon.gov
Simulator	Jordan Peterson	971-304-4956	oem.exercise@oem.oregon.gov
Evaluation Lead	Tom Jenkins	971-600-5918	tom.jenkins@oem.oregon.gov
Evaluator	Emmanuel Elizarraga	503-983-3749	emmanuel.elizarraga@oem.oregon.gov
Evaluator	Morgan West	503-580-6874	morgan.west@oem.oregon.gov
Evaluator	Elijah Davis	971-719-6537	elijah.davis@oem.oregon.gov
Exercise Players			
State ECC Coordination Section			
ECC Coordination Section Lead	Curtis Peetz	971-600-5896	curtis.peetz@oem.oregon.gov
ECC Coordination Section Deputy	Amanda Fox	503-983-4828	amanda.fox@oem.oregon.gov
ECC Coordination Section Deputy	Whitney Stewart	971-719-1183	whitney.r.stewart@oem.oregon.gov
ECC Coordination Section Deputy	Josh Dalrymple	971-719-1183	josh.dalrymple@oem.oregon.gov
ECC Coordination Section Mentor	Traci Naile	971-209-9870	traci.naile@oem.oregon.gov
ESF #1-Transportation	Christina LeClerc	971-718-7683	christina.leclerc@odot.oregon.gov

ESF #1-Transportation	Jessica Gourley	503-569-2906	jessica.k.gourley@odot.oregon.gov
ESF #2-Communications	William Chapman	971-283-4607	william.chapman@das.oregon.gov
ESF #2-Communications	Ryan Mikesh	971-208-0901	ryan.mikesh@das.oregon.gov
ESF #2-Communications	Lisa Gorsuch	503-580-7667	william.chapman@das.oregon.gov
ESF #3-Public Works	Justin Dillon	503-507-8108	justin.dillon@water.oregon.gov
ESF #4-Firefighting	Mariah Rawlins	503-910-1667	mariah.rawlins@osfm.oregon.gov
ESF #4-Firefighting	Sabrina Perez	503-910-8099	sabrina.perez@odf.oregon.gov
ESF #4-Firefighting	Karen Swearingen	503-931-2796	karen.swearingen@odf.oregon.gov
ESF #4-Firefighting	Belinda Boston	503-559-0587	belinda.boston@odf.oregon.gov
ESF #4-Firefighting	Kaylan Kamstra	--	kaylan.kamstra@dpsst.oregon.gov
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ESF #6-Mass Care	Jennifer Soto	--	jennifer.soto@odhs.oregon.gov
ESF #6-Mass Care	Matthew Donovan	--	matthew.m.donovan@odhs.oregon.gov
ESF #6-Mass Care	Mike Harryman	--	mike.harryman@odhsoha.oregon.gov
ESF #6-Mass Care	Michelle Richards	--	michelle.richards@odhs.oregon.gov
ESF #8-Health	Eric Gebbie	--	eric.n.gebbie@oha.oregon.gov
ESF #8-Health	Jill Snyder	503-957-2127	jill.f.snyder@oha.oregon.gov
ESF #8-Health	Timothy Hall	971-291-2473	timothy.j.hall@oha.oregon.gov
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ESF #10-Hazardous Materials	Don Petit	971-563-7297	don.pettit@deq.oregon.gov
ESF #10-Hazardous Materials	Mariah Rawlins	503-910-1667	mariah.rawlins@osfm.oregon.gov
ESF #11-Ag, Animals, Natural Resources	Sandy Childress	--	sandy.childress@oda.oregon.gov
ESF #11-Ag, Animals, Natural Resources	Ryan Scholz	503-580-4986	ryan.scholz@oda.oregon.gov
ESF #12-Energy	Deanna Henry	503-932-4428	deanna.henry@energy.oregon.gov

ESF #13-Law Enforcement	Jeff Fitzgerald	541-450-8365	jeff.fitzgerald@osp.oregon.gov
ESF #13-Law Enforcement	Brian Stephen	503-569-4486	brian.stephen@doc.oregon.gov
ESF #13-Law Enforcement	Michael Anderson	503-385-7849	michael.anderson@dpsst.oregon.gov
ESF #13-Law Enforcement	Mara Kelly	971-304-5485	Mara.d.kelly@ojd.state.or.us
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ESF #14-Business and Industry	Nicole Craft	503-932-5599	nicole.craft@dcbs.oregon.gov
ESF #14-Business and Industry	Christine Troxell	503-385-5470	christie.troxell@dcbs.oregon.gov
ESF #14-Business and Industry	Robert Ault	503-551-0917	robert.ault@biz.oregon.gov
ESF #14-Business and Industry	Gloria Zacharias	503-508-7460	gloria.zacharias@biz.oregon.gov
ESF #14-Business and Industry	Trista Batten	--	trista.l.batten@odf.oregon.gov
ESF #15-Public Information	April Davis	971-600-8016	april.l.davis@oem.oregon.gov
ESF #17-Cybersecurity	Les DeFoor	503-480-6709	les.defoor@das.oregon.gov
ESF #17-Cybersecurity	William Mauschbaugh	971-304-5956	william.mauschbaugh@das.oregon.gov
ESF #17-Cybersecurity	Cinnamon Albin	971-707-1966	cinnamon.s.albin@das.oregon.gov
ESF #18-Military	Ryan Barton	971-533-3471	ryan.barton.8@us.af.mil
ESF #18-Military	James Ellifritt	503 269 6569	james.a.ellifritt2.mil@army.mil
ESF #18-Military	Shalee Meier	801-647-3064	shalee.n.meier.civ@army.mil
Statewide Players			
Burns Paiute Tribe	Suzanne Settle		suzanne.settle@burnspaiute-nsn.gov
Conf. Tribes of Coos, Lower Umpqua & Siuslaw	Armando Martinez	541-999-4151	amartinez@ctclusi.org
Cow Creek Band of Umpqua Tribe	Doug Ladd	541-529-5332	Doug.ladd@cowcreek-nsn.gov
Coquille Indian Tribe	Lon Matheny	541-982-3382	lonmatheny@coquilletribe.org
Jackson County	Holly Powers	--	powersHD@jacksoncounty.org

Washington County	Aaron Fox	971-348-7710	aaron_fox@washingtoncountor.gov
Multnomah County	Gail Zuro	971-349-3373	Gail.zuro@multco.us
Multnomah County	Gabriel Hernandez	--	abriel.hernandez@multco.us
Multnomah County	Matt Burke	--	matthew.burke@multco.us
Multnomah County	Hazelle Lerum	--	hazelle.lerum@multco.us
Deschutes County	Nathan Garibay	541-410-3661	nathan.garibay@deschutes.org
Union County	Nick Vora	--	nvora@union-county.org
Marion County	Kirsta Carter	--	kkcarter@co.marion.or.us
Douglas County	Emily Ring	--	ejring@co.douglas.or.us
Lincoln County	Samantha Buckley	--	sbuckley@co.lincoln.or.us
Harney County	Melinda Todd	--	melinda.todd@harneycountyOR.gov
City of Medford	Aaron Ott	541-774-2322	Aaron.ott@cityofmedford.org
Coos County	Chip Delyria	541-396-7791	cdelyria@co.coos.or.us
City of Bend	Carrie Karl	541-323-5969	ckarl@bendoregon.gov
Yamhill County	Brian Young	--	byoung@co.yamhill.or.us
Benton County	Chelsea Chytka	541-760-2521	chelsea.chytka@bentoncountyor.gov
Clatsop County		--	
Columbia County	Shaun Brown	--	shaun.brown@columbiacountyor.gov

APPENDIX B: EXERCISE PARTICIPATING ORGANIZATIONS

State Organization
Oregon Department of Emergency Management (OEM)
Oregon Department of Transportation (ODOT)
Oregon Department of Administrative Services (DAS)
Oregon Public Utility Commission (PUC)
Oregon State Fire Marshals (OSFM)
Oregon Department of Environmental Quality (DEQ)
Oregon Department of Public Safety Standards & Training (DPSST)
Oregon Department of Human Services (ODHS)
Oregon Department of Energy (ODOE)
Oregon Judicial Department (OJD)
Oregon Department of Corrections (ODOC)
Oregon Department of Forestry (ODF)
Oregon National Guard (ONNG)
Oregon Department of Consumer & Business Services (DCBS)
Oregon Business Development Department (OBDD)
Oregon State Police (OSP)
Oregon Water Resource Department (OWRD)

Local Jurisdiction/Organization	
Burns Paiute Tribe	Cow Creek Band of Umpqua Tribe
Conf. Tribes of Coos, Lower Umpqua & Siuslaw	Coquille Indian Tribe
Jackson County	City of Medford
Washington County	City of Tigard
Multnomah County	Coos County
Deschutes County	City of Bend
Union County	Yamhill County
Marion County	Benton County

State Organization	
Douglas County	Clatsop County
Lincoln County	City of Newport
Harney County	Columbia County

APPENDIX C: EXERCISE PLANNING TEAM

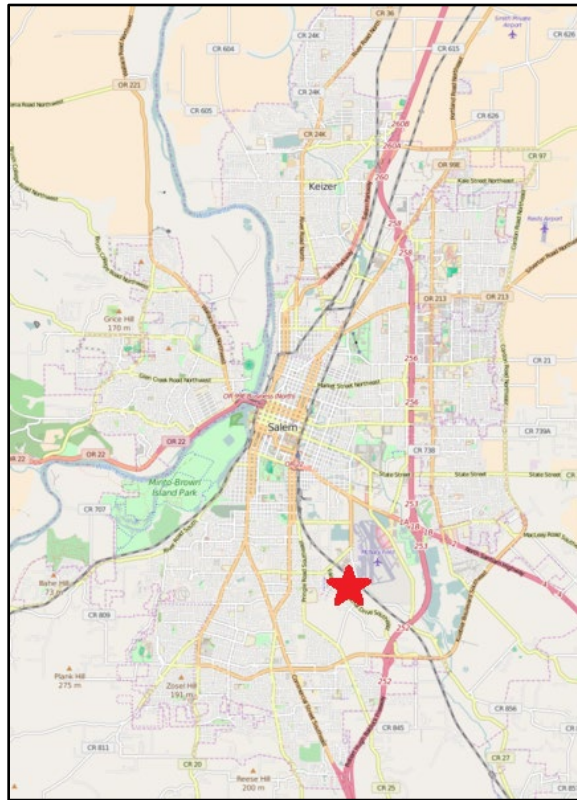| Individual	Organization
Zach Glenn	OEM-Preparedness
Robert Quinn	OEM-Preparedness
Alaina Mayfield	OEM-Preparedness
KJ Craigmiles	OEM-Response
Daniel Stoebl	OEM-Response
Traci Naile	OEM-Response
Jordan Pederson	OEM-Preparedness

APPENDIX D: EXERCISE SITE MAPS

Figure D.1: Salem Map | OEM Facility

Figure D.2: Parking and Outdoor Evacuation Map | OEM Facility
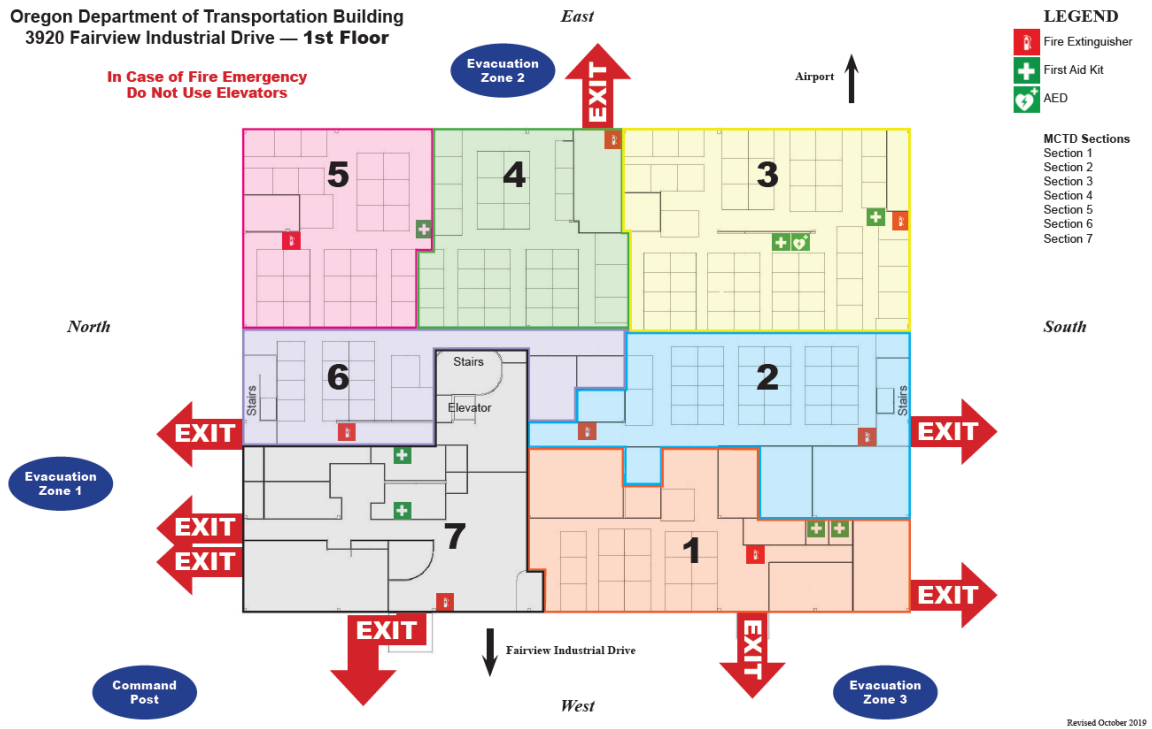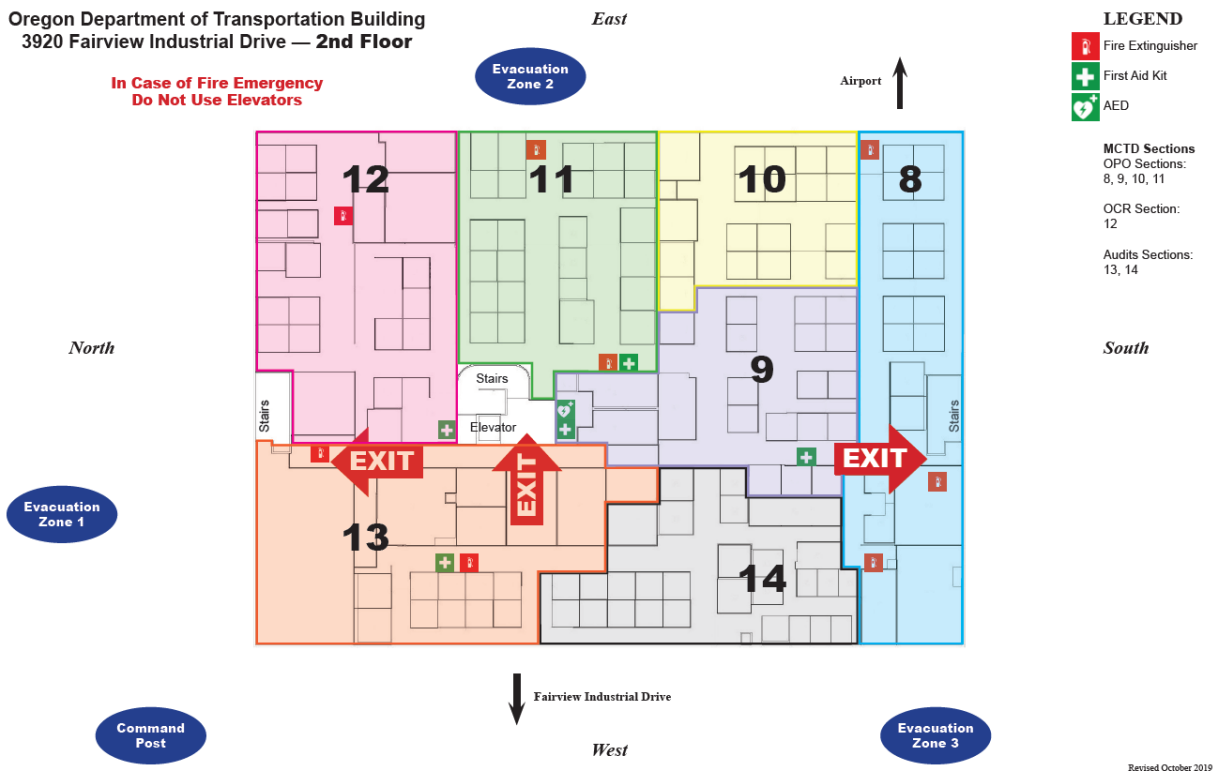
Figure D.3: First Floor Evacuation Map | OEM Facility

Figure D.4: Second Floor Evacuation Map | OEM Facility