

Chapman After-Action/Hotwash Report

Meeting Facilitator: Toby Prine, KDEM Observer
Prepared by: Michael Miller, Planning Chief
Meeting Date/Time: June 19, 2008, 1930hrs.
Location: Chapman Middle School.

The Incident Management Team met to discuss the deployment from the Oscar's call to deploy thru the last General Staff Meeting. We discussed things done right to things that could be better.

Notification

1. Calls from Oscar were received at approximately 1500 Saturday. It was unclear whether the deployment would be a full IMT (9 members) or a partial. The amount changed until Monday, when a full IMT reported to Chapman, KS.
2. The Dickenson County Emergency Manager was requesting a 5-person team.
3. We were informed on Saturday that the deployment would be a 3-7 day deployment.
 - A. 72hrs to 7 days.
 - B. Primitive conditions, no electricity, water, or lodging.
 - C. POC from KDEM not communicated.
 - D. No advance team.

Deployment: Facilities, Food, and Equipment

1. Lodging was at the Great Plains Academy in Enterprise, KS.
 - A. No A/C, but adequate accommodations.
 - B. Showers (Towels & wash clothes available).
 - C. Beds (No linen).
 - D. Food was provided by the Salvation Army and Red Cross.

Equipment

1. No IMT laptops.
2. No IMT equipment from R. C.
3. Hutch Fire provided printers, laptops, and routers.

Communications

1. Portable radios provided from the KDEM COW.
2. No cell phones. Personnel used personal phones.

IMT Concept: Recommendations for Improvement

Positives

1. The IMT worked well together. We had attended the same training in Haysville and were already acquainted with each other.
2. C & GSC worked as a team building tool.

Negatives

1. One person assigned to Planning is not enough. It takes a minimum of two personnel.
2. Shawnee County pulled the trailer while IMT was still using it.
3. Need more job specific training. Debris Management, Public Assistance Management, and Mutual Aid Management. (Not boring reading from slides of slide shows).
4. Computer ISC Forms need to be standardized and functional.
5. Need job aids: Reference material for pertinent completion of each task.

Recommendations for Improvement

1. Do not notify IMT until basic information is confirmed. A second call can be made later with updates.
2. Email can be used as a follow-up but not primary means of communication.
3. Local officials may too exhausted and stressed to understand what resources are needed.
4. Always deploy the standard nine-member IMT. The team can be scaled back after deployment is needed.
5. RC should be the contact on the ground.
6. Specific information about living conditions should be disseminated to the IMT prior to deployment.
7. Trac-phones would be good for the Command Post.
8. Communications Leader must be proficient in communications technology.
9. An IT person should be part of the deployment.
10. The IRV should be deployed along with the IMT.
11. Consider the use of one list of personnel and positions instead of different teams.
12. Who needs copies of the IAP after demobilization.