

Player Handout

WELCOME TO EXERCISE WINTER BLUES.

This document will provide you with an overview of the exercise and how it will run.

SIMTEC

SIMTEC is a multi-year research project which will assist EOC personnel to develop a more considered approach of the psychosocial dimensions of CBRNE and other hazardous events. Use of JIBC's Hydra and Ex-Pod system will allow researchers to study senior officials during various exercise scenarios and the findings will demonstrate how to best enhance Canada's and the international community's capacity to respond more effectively to CBRNE and other threats.

F.A.Q.'S

WHAT IS EXERCISE WINTER BLUES?

Exercise Winter Blues is a functional exercise that examines the psychosocial effects of an emergency on EOC staff.

WHAT DO YOU MEAN BY "PSYCHOSOCIAL"?

Psychosocial refers to the interaction between social factors and psychological factors. In practical terms, the term refers to how a persons' actions impact the physical, mental, and emotional well-being of those around them.

WHAT IS THE EXERCISE TRYING TO ACHIEVE?

The exercise will attempt to achieve two goals. The first goal is to provide an opportunity for participants to practice common EOC functions related to working in an Operations section, managing information, and providing site-support. The second goal is to examine decision-making practices of participants when faced with psychosocial challenges.

WHAT ARE THE SPECIFIC OBJECTIVES OF THE EXERCISE?

There are three objectives, or learning outcomes, to this exercise. These are accompanied by expected actions, being specific tasks that should be performed to complete each objective.

Objective	Expected Actions
Demonstrate the performance of common EOC functions	Establish an organizational chart
	Ensure EOC Director position is identified and staffed at all times
	Establish and maintain a functional log for each position
	Respond to requests for assistance and coordination from site(s)
	Maintain good worker care practices
<i>Demonstrate the management of incident information within the EOC</i>	<i>Record receipt of incident information in position logs and formal Incident Reports (as necessary)</i>
	<i>Identify additional information needs from site(s)</i>
	<i>Post relevant information on status boards and information displays</i>
	<i>Update status displays and information displays throughout the event</i>
	<i>Share information with external agencies and departments as requested</i>
Demonstrate the use of an Action Planning process in creating a formal Action Plan	Hold a meeting of EOC representatives to discuss current status and future issues
	Identify support and coordination activities to be performed by EOC Staff
	Identify priorities for the EOC
	Formalize priorities and actions into an Action Plan
	Revise priorities as appropriate

HOW SHOULD WE SETUP THE EOC?

The type of organizational structure you use in the EOC is up to you. When setting up, keep in mind that you will require staff to develop documentation, monitor radio communications coming in from the field, plan for future events, maintain information displays, as well as other common EOC activities. Also, information may not come in to specific agencies – it will be up to you to sort out what is relevant.

HOW SHOULD WE MANAGE INFORMATION IN THE EOC

During the exercise, you will receive information through a number of sources – mock radio and telephone calls, printed emails and faxes, reports from other communities, and through fictitious news broadcasts. Some information from the site will be automatically posted on a status board for you. Some other information will be displayed on the flipcharts and whiteboards. It is up to you to decide what other types of information displays you want to use. You can setup and manage these displays in whatever manner you feel is most appropriate to the proper functioning of your EOC.

EXERCISE RULES

During the exercise, please follow these rules:

- Respond to the exercise events and information as if the emergency were real,
- Use only the communications equipment provided,
- Use the scenario as provided.

EXERCISE ARTIFICIALITIES

In order to complete the exercise objectives, there are a few areas that may deviate from reality. During the exercise, please consider the following:

- The exercise focuses on specific aspects of operating an EOC and does not reflect all of the tasks required during a typical EOC activation,
- The scenario is based on case studies of severe weather events however some events have been embellished,
- The scenario may move faster than it would actually play out in a real-world emergency,

EXERCISE ASSUMPTIONS

For this scenario, please assume the following:

- You are an employee of an agency or department in the fictitious City of Denton.
- The City is experiencing a severe winter storm.
- The Mayor has already declared a state of Local Emergency and has authorized the opening of the EOC.
- Snow clearing has begun and the first application of road salts have been applied.
- The EOC is safe to work in (unless you are told otherwise during the exercise).
- When filling a role, you should assume you are at an appropriate level of authority to be in that role, e.g., Director or Manager for Public Works & Engineering.

EXERCISE COMMUNICATIONS

During the exercise, you may communicate with any agency you feel necessary. This communication will be done by asking information of the Controller. The Controller will provide you with information based on how the agency would most likely respond. .

During the exercise, you may be asked to prepare certain documents. If you determine it is appropriate to prepare these documents, please complete them by hand. They will be collected by one of the Controllers.

CAN I PROVIDE FEEDBACK ON MY EXPERIENCE?

Yes. You can provide verbal and written feedback on both the EOC and the exercise itself.