



# Full-Scale Exercise (FSE) School Evacuation and Reunification and Full Activation of the EOC 2024

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Exercise Plan  
October 18, 2024

The Exercise Plan (ExPlan) gives senior leaders, observers, media personnel, and players from participating organizations the 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.

## EXERCISE OVERVIEW

<b>Exercise Name</b>	Full Scale Exercise (FSE) School Evacuation and Reunification and Full Activation of the EOC 2024
<b>Exercise Dates</b>	October 18, 2024
<b>Tribal Council Approval</b>	Motion 061824-21
<b>Scope</b>	This exercise is a Full-Scale Functional Exercise for the Morongo School to be evacuated by Riverside Sheriff Office (RSO), California Highway Patrol (CHP), Beaumont PD, Morongo Tribal Police Department (MTPD), Morongo Casino Resort and Spa (MCRS) Public Safety, and Morongo Fire and evacuate all students by Morongo's Transportation Department to an undetermined reunification point and reunify all students with their parent/guardian and full activation of the EOC.
<b>Focus Area(s)</b>	Response and Recovery
<b>Capabilities</b>	Exercise: <ol style="list-style-type: none"><li>1. Planning</li><li>2. Screening, Search and Detection</li><li>3. Physical Protective Measures</li><li>4. Situational Assessment</li><li>5. Operational Coordination</li><li>6. Mass Care Services</li><li>7. Access Control and Identity Verification</li><li>8. Response and Recovery</li><li>9. Public Information and Warning</li><li>10. Operational Communications</li><li>11. Operational Coordination</li><li>12. Critical Transportation</li><li>13. Community Resilience</li><li>14. Risk and Disaster Resilience Assessment</li></ol>

<b>Exercise Name</b>	Full Scale Exercise (FSE) School Evacuation and Reunification and Full Activation of the EOC 2024
<b>Objectives</b>	<ol style="list-style-type: none"> <li>1. Demonstrate the ability to follow safe lockdown procedures in School EOP and the ability of RSO, CHP, Beaumont PD, Morongo Tribal PD, MCRS Public Safety, and Morongo Fire Rescue Task Force (RTF) to evacuate all three (3) of the Morongo school campuses safely to the reunification location and reunify all students to the emergency release form named party.</li> <li>2. Demonstrate the ability of the participating departments to make all appropriate notifications to ensure the safe evacuation and reunification of all school campuses.</li> <li>3. Demonstrate the ability of an EOC activation; staff mobilize and demobilize and complete an EOC Emergency Action Plan (EAP) and to effectively communicate and organize response and recovery while providing support to first responders during a catastrophic event.</li> <li>4. Demonstrate the ability of MBMI's interoperable radio capability.</li> </ol>
<b>Threat/Hazard</b>	An active shooter/trespasser has entered the Morongo School Upper Campus.
<b>Scenario</b>	An active shooter/trespasser entered the Morongo School Upper Campus and was shooting randomly. All school campuses have gone into lockdown. Law enforcement officers (RSO, CHP, MTPD, MCRS Public Safety, and Morongo Fire) have secured the scene, and all three campuses have gone into lockdown procedures. Law enforcement will retrieve the students and teachers from their secured positions at all campuses and call for an evacuation and transportation of the students and staff to a reunification center and reunify the students to the emergency release form named party.
<b>Sponsor</b>	Morongo Band of Mission Indians

<b>Exercise Name</b>	Full Scale Exercise (FSE) School Evacuation and Reunification and Full Activation of the EOC 2024
<b>Participating Organizations</b>	MBMI Emergency Management Department (EMD) Morongo EOC Staff Morongo School MBMI Transportation Department Morongo Tribal Police Department MCRS Public Safety Morongo Fire Department Riverside County Sheriff's Department; Cabazon Station California Highway Patrol (CHP) Beaumont Police Department California Governor's Office of Emergency Services County of Riverside Emergency Management Department
<b>Points of Contact</b>	Floyd Velasquez, Emergency Services Administrator, 951-755-5309, <a href="mailto:fvelasquez@morongo-nsn.gov">fvelasquez@morongo-nsn.gov</a> David Ellsworth, Emergency Manager, 951-755-5277, <a href="mailto:dellsworth@morongo-nsn.gov">dellsworth@morongo-nsn.gov</a> Dana Lane, Emergency Services Coordinator, 951-755-5215, <a href="mailto:dlane@morongo-nsn.gov">dlane@morongo-nsn.gov</a>

## GENERAL INFORMATION

### 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 Objective	Core Capability
1. Demonstrate the ability for all three (3) Morongo School campuses to safely follow lock down procedures and law enforcement's ability to secure the scenes and retrieve the students and evacuate all three (3) of the Morongo School campuses to the reunification location to be determined on the day of the exercise; from a warm start. Demonstrate the ability of all Morongo's departments to organize and respond to an event.	Planning Screening, Search and Detection Physical Protective Measures Risk and Disaster Resilience Assessment Critical Transportation
2. Demonstrate the ability of the Morongo Band of Mission Indians participating departments to make all appropriate notifications to safely reunify all students with their parent/guardian. Test communications and 89.1 FM Channel.	Public Information and Warning Access Control and Identity Verification Operational Communications Mass Care Services
3. Demonstrate the ability of the various departments of the Morongo Band of Mission Indians to work collectively to ensure we have a fully activated EOC (mobilize and demobilize) coordinating and supporting evacuation efforts and provide support to first responders during a catastrophic event, from a warm start. Notification of EOC Staff from a warm start.	Operational Communication Operational Coordination Community Resilience Situational Assessment Response and Recovery

Exercise Objective	Core Capability
4. Demonstrate the ability of the Morongo Band of Mission Indians interoperable radio capability.	Operational Communications

**Table 1. Exercise Objectives and Associated Capabilities**

## 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). The use of Evaluators is extremely valuable in providing feedback to EOC staff who do not see what is happening in the field/at the activity site, which will help them gain a better understanding of how support was supplied and received. The exercise planning meetings need to include the participation of Evaluators who will be properly identified during the

exercise by wearing a black vest and who will provide feedback on appropriate forms stating how well the EOC supported first responders during the exercise (re: and how that will carry over during a catastrophic event).

- **Actors.** Actors simulate specific roles during exercise play, typically victims or other bystanders.
- **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. The use of Observers is extremely valuable in providing feedback to EOC staff who do not see what is happening in the field/at the activity site, which will help them gain a better understanding of how support was supplied and received. The exercise planning meetings need to include the participation of Observers who will be properly identified during the exercise and who will provide feedback on appropriate forms stating how well the EOC supported first responders during the exercise (re: and how that will carry over during a catastrophic event).
- **Media Personnel.** Some media personnel may be present as observers, pending approval by the sponsor organization and the Exercise Planning Team.
- **Support Staff.** The exercise support staff includes individuals who perform administrative and logistical support tasks during the exercise (e.g., registration, catering).

## 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, and processes will be evaluated.
- The exercise scenario is plausible, and events occur as they are presented.



- Exercise simulation contains sufficient detail to allow players to react to information and situations as they are presented as if the simulated incident were real.
- Participating agencies may need to balance exercise play with real-world emergencies. Real-world emergencies take priority.

### ***Artificialities***

During this exercise, the following artificialities apply:

- Exercise communication and coordination is limited to participating exercise organizations, venues and SimCell.
- Only communication methods listed in the Communications Plan are available for players to use during the exercise.

## EXERCISE LOGISTICS

### 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.”** 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”** 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 or SimCell as soon as possible if a real emergency occurs.

### Fire Safety

Standard fire and safety regulations relevant to the organization will be followed during the exercise.

### Emergency Medical Services

The sponsor organization will coordinate with local emergency medical services in the event of a real-world emergency.

### Electrical and Generating Device Hazards

All applicable electrical and generating device safety requirements should be documented prior to the start of the exercise.

### Weapons Policy

All participants will follow the relevant weapons policy for the exercise organization or exercise venue. All weapons will be carried in holsters. No weapons will be removed from holsters on any school campus during the scenario play.

## **Site Access**

### ***Security***

To prevent interruption of the exercise, access to exercise sites and the Control Cell and/or SimCell is limited to exercise participants. Players should advise their venue's controller or evaluator of any unauthorized persons.

### ***Media/Observer Coordination***

Observers from MBMI's or another guest agency's Public Information team may be present at the EOC.

## **POST-EXERCISE ACTIVITIES**

### **Debriefings**

Post-exercise debriefings aim to collect sufficient relevant data to support effective evaluation and improvement planning.

### ***Hotwash***

At the conclusion of exercise play, a controller will lead a Hot Wash to allow players to discuss strengths and areas for improvement and allow evaluators to seek clarification regarding player actions and decision-making processes. All participants may attend. The information gathered during a hotwash contributes to the AAR/IP and any exercise suggestions can improve future exercises.

### ***Participant Feedback Forms***

Participant Feedback Forms provide players with the opportunity to comment candidly on exercise activities and exercise design, and to share their observed strengths and areas for improvement. Participant Feedback Forms will be collected at the conclusion of the Hot Wash.

## **PARTICIPANT INFORMATION AND GUIDANCE**

### **Exercise Rules**

The following general rules govern exercise play:

- Safety is paramount and will take priority above all else. Real-world emergency actions take priority over exercise actions. If an actual injury to any player occurs during the exercise, it will cease, and the injured person(s) will become the priority. Exercise players will comply with real-world emergency procedures, unless otherwise directed by the control staff.
- All communications (including written, radio, telephone, and e-mail) during the exercise will begin and end with the statement **"This is an**

**exercise.”** When communicating on the radio everyone needs to use the same protocols. Staff will identify themselves with each transmission and the person receiving the radio communication will repeat the message back to them. The highest-ranking school personnel will be tasked to send the messages via radio so they come from one person, not multiple people reporting in.

- Exercise players who place telephone calls or initiate radio communication with the SimCell must identify the organization or individual with whom they wish to speak.
- This exercise will conduct in an open, low-stress, no-fault environment. Expectations of varying viewpoints, even disagreements, will transpire in a professional manner.
- Respond to the scenario using your knowledge of current plans and insights derived from your training.
- Decisions are not precedent-setting and may not reflect the organization’s final position on a given issue. This exercise presents multiple options and solution possibilities and provides an opportunity for discussion.
- Issue identification is not as valuable as suggestions and recommended actions that could improve overall response, coordination, and communication between all departments involved. Problem-solving efforts should be the focus.

## **Players Instructions**

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

### ***Before the Exercise***

- Review appropriate organizational plans, procedures, and exercise support documents. The ExPlan will be widely distributed for a full and complete understanding of objectives and briefings by all participants. Interior Section meetings/updates will be requested during training.
- Review lockdown and transportation procedures, including following directions from law-enforcement, with all teachers, staff, and students.
- Test/inspect strobe light functions to ensure systems work properly in all classrooms at all applicable campuses.
- Morongo School will prepare a plan to ensure proper reporting of students throughout the transportation and reunification process. Select one school staff member (School Manager) at the reunification site to be the official that all others will notify of the count when the busses arrive and every time a student is released to their emergency pick-up contact

and then report those numbers accurately to the EOC at regularly timed intervals.

- When the school notifies the parents about the event the information regarding the orderly process for checking out the students should be included. This will ensure the proper documents are completed for pick up and dismissal. Emergency pick-up contacts (parents, etc.) will not be allowed to walk around the reunification area and mingling with the kids. School staff would like the parents to stay in their vehicles and do a drive through pick-up of the students.
- Planned transportation routes should be identified before the exercise and then one will be selected, and approved by Incident Command and the EOC Director, at the exercise based on the information at that time. These routes must include planning for Santiago, the road on which two of the school campuses are located, is one-way-in and the same way back out. The Transportation Department/school bus drivers are not able to turn around on the narrow road to evacuate the students without going through the school parking lots. The plan must be considered.
- GIS Unit will be made aware of the need for premade maps available in the EOC for staff and IC use so they can be handed out/delivered where needed to make the road closure determinations easier and for communications.
- The Finance Section will be located out of the main area of the EOC for discretion and data security.
- The Finance Section should review their safe combination/access and the current petty cash policies if necessary.
- Prepare clear sign-in directions to be posted at the EOC so staff can quickly and efficiently check-in and start with their assigned duties and prepare an effective sign-in sheet.
- Review the Form 413 and 414 examples found at the end of this ExPlan for the proper way to fill out these documents to request supplies, etc.
- Prepare for the number of staff attending the lunch meal and be prepared to prep the servings to make it smoother and faster to serve people. School, Fire, Police, etc. should give an estimate of the number of people they plan to have attend and if there are any dietary restrictions, we should be respectful of (outside of gluten free, vegetarian and vegan options that will be provided) so the Food Unit can order enough, and appropriate, food.
- Be at the appropriate site at least 30 minutes before the exercise starts. Wear the appropriate uniform and/or identification item(s).

- Sign in when you arrive, maintain a log of your activities, and complete all required forms/documents.
- Prior to the start of the exercise, a comprehensive EOC briefing will be held allowing an opportunity to brief EOC responders on the current situation, “where it’s been, where it stands currently, and where is it going.”

### ***During the Exercise***

- Evaluators, identified by a black vest, will be staged at each campus, the reunification location (once identified), and within the EOC.
- The signal/notification to begin the exercise; a Vice Principal will push the panic button at 0930; Troy Alarm will then call both MBMI Dispatch (to notify MTPD and Morongo Fire) and RSO Dispatch and let them know the panic button has been pushed. Law enforcement will radio into the EOC where an announcement will be made.
- The selected school staff member at the reunification site will be the official that all others will notify of the count when the busses arrive and every time a student is released to their emergency pick-up contact and then report those numbers accurately to the EOC at regularly timed intervals.
- Law enforcement, accompanied by Morongo Fire RTF, will clear all spaces on each campus. MTPD Dispatch will announce over the officer’s radio that law enforcement has begun clearing the spaces, so teachers know it is law-enforcement at the door asking to be let in.
- Security will help enforce that emergency pick-up contacts (parents, etc.) will not be allowed to walk around the reunification area and mingling with the kids. School staff would like the parents to stay in their vehicles and do a drive through pick-up of the students.
- Buses may not self-deploy and may not leave the Transportation Department area until the route has been approved and buses have been requested. Transportation routes must be identified and approved as soon as possible. Incident Command and Transportation Unit will collaborate quickly and convey utilizing the proper EOC Forms.
- If buses are going to be escorted by law enforcement, that information will be communicated to the Law Enforcement Unit within the EOC and shared with the Transportation Unit to send out to the drivers.
- GIS Unit Leaders must deliver maps to the EOC Sections and first responder vehicles so road closure and transportation route decisions can be made quickly.

- The School Principal should order Social Services Unit personnel to the reunification site via a 413 Form as soon as possible.
- All personnel movement requests (for example when Incident Command orders Social Services Unit personnel to the reunification site), must be approved by the EOC Director via EOC Form 413 before they take place.
- All EOC Form 413 requests must clearly indicate if they are requests to be fulfilled or if it is just information being distributed and then those forms must be completed as fulfilled or complete without acronyms. Form 413 and 414 examples can be found at the end of this ExPlan.
- Abbreviations and acronyms must not be used in communications (in writing, verbally or otherwise).
- When the Incident Commander requests an EOC responder to the Incident Command Post via the appropriate channels the EOC Director will request that the Planning Section Chief notify the Resources Status and Logistics Section/Personnel Unit that a member of the Intelligence Unit is to be deployed to the Incident Command Post, should EOC staffing allow it.
- 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 (identified by a black vest), or observers. 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 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.

- On the radios everyone needs to use normal speak/language, and everyone should repeat back the transmission they received for confirmation. The Communications Unit will be housed/stationed in the Mobile EOC so they can have a quiet area to receive and send communications clearly. Messages will be passed via a runner on 413s to the EOC. Participants will need to maintain a quiet environment to monitor pertinent radio transmissions.
- Public Information Officers will be located next to the Communications Unit Leader within the EOC or in the Mobile EOC.
- When you communicate with SimCell, identify the organization or individual with whom you wish to speak.
- Speak when you take 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 Hotwash at your venue 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 exercise is of limited duration and scope, certain details will be simulated. The physical description of what would fully occur at the incident sites and surrounding areas will be relayed to players by simulators or controllers. A SimCell will simulate the roles and interactions of nonparticipating organizations or individuals.

In any exercise, assumptions and artificialities may be necessary to complete play in the allotted time and 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.** During this exercise, the following apply:

- The exercise occurs in a no-fault learning environment wherein capabilities, plans, systems, and processes fall subject to evaluation.
- The exercise scenario is plausible, and events occur as presented.
- All players receive information simultaneously.



- Locations may not be appropriate to the ssenario.
- Simulated 911 call.

 <p>MORONGO BAND OF MISSION INDIANS</p> <p>A SOVEREIGN NATION</p>	<p align="center"><b>Morongo Band of Mission Indians</b> <b>EOC General Message Form/Record – 413</b></p>		
	Message No:		Date:
			Time:
			Op Period:
Message From:	Contact/Callback Info:		
<b>Priority (circle one):</b> Examples/criteria:	<b>Immediate</b> Life Threat	<b>High</b> Critical facility threat, <u>Non-life</u> threat, Mission essential	<b>Routine</b> Non safety, <u>Can</u> be delayed, Routine, Information only
Assigned/Forwarded/ Action to:	<input type="checkbox"/> EOC Director <input type="checkbox"/> Safety Officer <input type="checkbox"/> Liaison Officer <input type="checkbox"/> Tribal Information Officer <input type="checkbox"/> Legal Officer <input type="checkbox"/>		
Date/Time Forwarded:	<input type="checkbox"/> Operations Section <input type="checkbox"/> Planning Section <input type="checkbox"/> Logistics Section <input type="checkbox"/> Finance & Administration Section <input type="checkbox"/> <input type="checkbox"/>		
Date/Time Received:			
Comments/Notes/Action Taken/Related Documents:			
Visual Display Information/Requirements (if any):			
Date/Time Message Actions Complete:	By (initial):	Section: Management	
White - to Assigned/Action Section	Yellow - to Planning	Pink - to Record/Log	

EOC 413  
July 2008



## **APPENDIX A: COMMUNICATIONS PLAN**

INCIDENT RADIO COMMUNICATIONS PLAN MBMI 505				Incident Name		Date/Time Prepared				Operational Period Date/Time	
Ch #	Function	Channel Name/Trunked Radio System Talkgroup	Assignment	RX Freq	N or W	RX Tone/NAC	TX Freq	N or W	Tx Tone/NAC	Mode A, D or M	Remarks
1											
2											
3											
4	Command	EOC-NET	All Divisions	458.1000 N		DN 743	453.1000 N		DN 743	A	
5	Tactical	EOC-TA	All Divisions	453.1000 N		DN 116	453.1000 N		DN 116	A	
6		DNTA-1		461.7375 N		DN 051	461.7375 N		DN 051	A	
7		DNTA-2		456.5875 N		DN 047	456.8875 N		DN 047	A	
8		DNTA-3		456.3875 N		DN 047	456.3875 N		DN 047	A	
9		DNTA-4		451.5875 N		DN 047	451.5875 N		DN 047	A	
10		DNTA-5		451.3875 N		DN 047	451.5875 N		DN 047	A	
11		DNTA-6		451.6875 N		DN 047	451.6875 N		DN 047	A	
12	Public Works	PW-RPT		461.7625 N		DN 743	466.7625 N		DN743	A	
13	Respatrol	Respatrol		468.9125 N			463.9125 N			D	
14	Transportaion	School/Trans		800.?						D	
15											
16											
17											
18											
19											
20											
Prepared By (Communications Unit)				Incident Location			Latitude		Longitude		
				County	State						

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "N" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "D" indicating analog or digital (e.g. Project 25) or "M" indicating mixed mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the Rx and Tx reversed.

ICS 205 Excel

3/2007

## APPENDIX B: EXERCISE PARTICIPANTS

Participating Organizations	
<b>MBMI Emergency Management Department</b>	
Floyd Velasquez, Emergency Services Administrator	
David Ellsworth, Emergency Manager	
Dana Lane, Emergency Services Coordinator	
<b>Morongo EOC Staff</b>	
Kandie Hollenbeck, HR Director, PIO Director/Social Svcs Unit	Social Services, Executive
Max Leyva, Recreation Dir./Care & Shelter Unit Welfare Svcs Mgr	Valerie Whitaker, Social Svcs, Child
<b>Morongo School</b>	
Ed Rodriguez, Principal	Dennis Mitchell, Vice-Principal
Brian Wiley, Vice-Principal	
<b>MBMI Transportation Department</b>	
Roxanne Morales	Samuel Rojas
<b>Morongo Tribal PD</b>	
Chief Randall Reynolds	Eric Hibbard
Lieutenant Michael Valentich	Vincent Garcia
Captain Hugo Rodriguez	Dispatch Supervisor Valerie Bradic
<b>MBMI Public Safety</b>	
Chief Ross Koepp	Michael Smith
<b>Morongo Fire Department</b>	
Fire Chief Abdul Ahmad Owens	Battalion Administrative Chief Barry
<b>Riverside County Sheriff's Department, Cabazon Station</b>	
LT Saykham Iemsisanith	Alan Northrup
Walter Kurtz	
<b>California Highway Patrol, Beaumont Station</b>	
Captain Gil Campa	Steve Rusk
<b>Beaumont Police Department</b>	<b>Banning Police Department</b>
Nathan Lunt, Rayelyn Nevarez, Jacob Cristobal	Manuel Rodriguez
<b>California Governor's Office of Emergency Services</b>	

<b>Participating Organizations</b>	
Jose Ortega	
<b>County of Riverside Emergency Management Department</b>	
Valerie Almanza	Michael Ornelas

## APPENDIX C: EXERCISE SCHEDULE

Day 1: 7/30/2024	Personnel	Activity	Location
1100 to 1300	Controllers and Exercise Staff	Pre-Planning Meeting	Tribal Hall 11555 Potrero Road

Day 2: 8/22/2024	Personnel	Activity	Location
1100 to 1300	Controllers, and Exercise Staff	Tabletop Exercise	Tribal Hall 11555 Potrero Road

Day 3: 9/19/2024	Personnel	Activity	Location
1100 to 1300	Controllers, and Exercise Staff	Final Planning Meeting	Tribal Hall 11555 Potrero Road

Day 4: 10/18/2024	Personnel	Activity	Location
0830	Controllers and Exercise Staff	Controller Briefing and Check-in for Final Instructions and Communications Check	Tribal Hall 11555 Potrero Road
0900	All	Safety Meeting	Tribal Hall 11555 Potrero Road
0915	Controllers and Evaluators	Controllers and Evaluators in Starting Positions	Tribal Hall 11555 Potrero Road
0920	All	Controllers Provide Player Briefs	Tribal Hall 11555 Potrero Road
0930	All	Exercise Starts	Tribal Hall 11555 Potrero Road



<b>Day 10/18/2024</b>	<b>4:</b>	<b>Personnel</b>	<b>Activity</b>	<b>Location</b>
1400 or once the last student has been picked up		All	Exercise Ends	Tribal Hall 11555 Potrero Road
Immediately Following the Exercise		All	Lunch, Hotwash and Turn in All Participant Feedback Forms	Tribal Hall 11555 Potrero Road

## APPENDIX D: TRANSPORTATION EMERGENCY EVACUATION LOADING PROTOCOL AND PROCEDURES

### ***Policy Background***

In the event of a school evacuation, the driver shall load students and Morongo School staff members at the designated loading area. If the loading area is not accessible due to a hazardous condition or situation (i.e. obstructed roadway(s), down power lines/poles, fire, hazardous material, etc.), the Morongo School staff member must establish a designated safe area for the students until the vehicle arrives. Upon arrival of the bus, the driver and Morongo Staff member shall establish a safe loading area, while implementing and supervising safe boarding practice/protocol for students. Also, no students or Morongo School staff members shall be left behind while conducted emergency evacuation loading procedures.

### ***Procedures***

1. Students shall line up at the designated area.
2. Two staff members shall escort all students.
3. While escorting to the bus, the first staff members will lead the students and the second will follow to the rear of all students.
4. The first staff member will load the students and the second staff member will ensure that all students board the bus (recommended two (2) per seat). The Driver will stand at the service door to monitor and ensure that students load in a safe manner.
5. While on the bus, Staff member(s) and driver shall ensure that all students are accounted for, seated, and secured in their seats before departing from the campus.
6. Morongo site Manager will determine & ensure that all students & staff members have been loaded and are ready go to the Morongo Drivers.
7. The Morongo lead drivers will initiate the departure from the school site to the **evacuation-site area**.
8. At the **evacuation site area**, students must stay on board unless authorized to do so.
9. The Morongo School staff members will supervise and manage the reunification process.

### ***Communications***

During this exercise, Transportation will only use their own radios. Law Enforcement can request to patch Police channels and Sheriff's ICS channels as needed. Any information that is not received through a Unit Leader will need to be communicated to the EOC on EOC-NET.



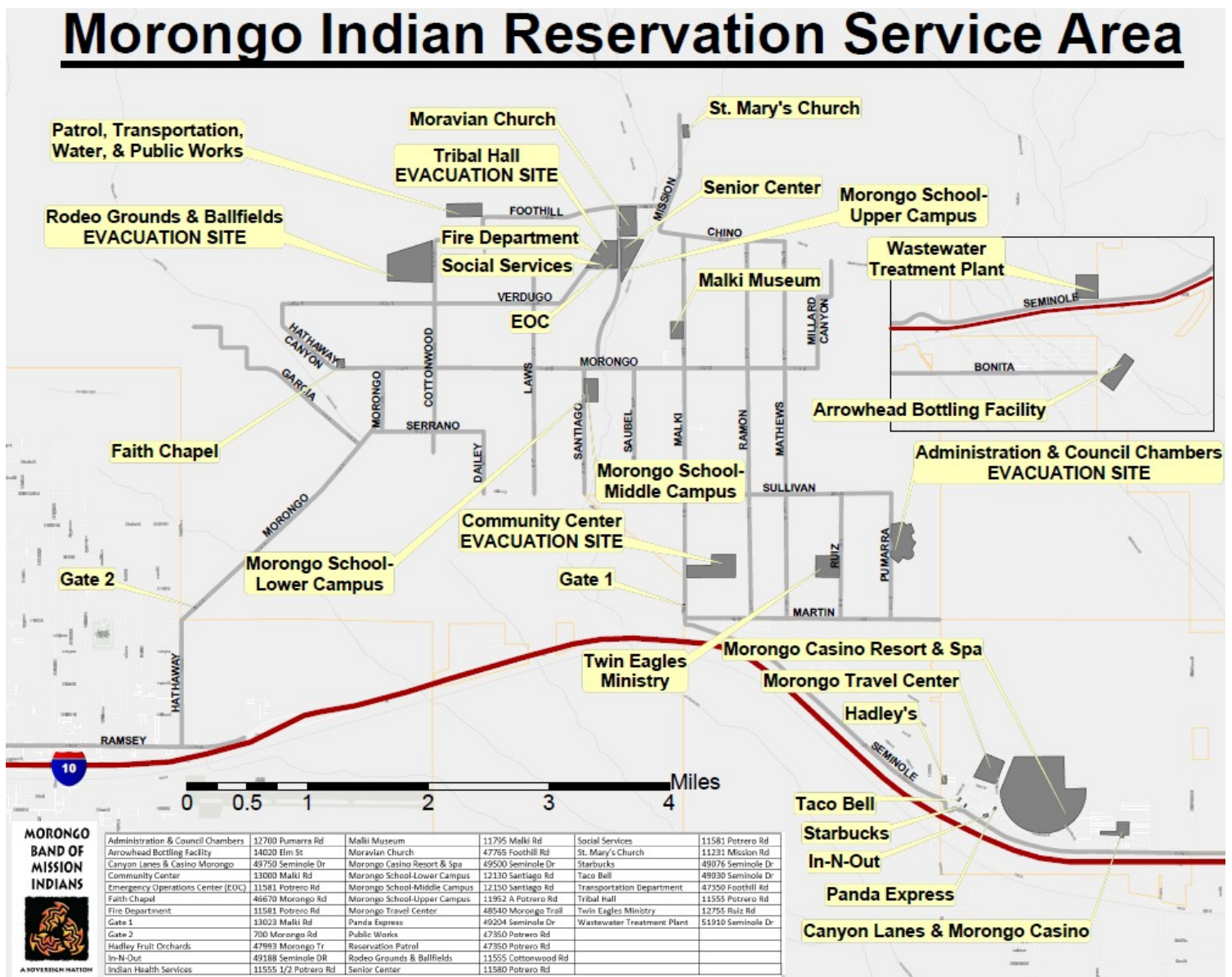
## APPENDIX E: EXERCISE SCENARIO AND EXAMPLE DOCUMENTS

This exercise is a Full-Scale Functional Exercise for the Morongo School to be evacuated by Riverside Sheriff Office (RSO) and Morongo Tribal PD and evacuate all students by Morongo's Transportation Department to an undetermined reunification point and reunify all students with their parent/guardian and full activation of the EOC.

### Weather

Weather will be real in real-time. The historical average weather for the month of October is a 55 degree low, an 80 degree high, with one day of not more than 0.7" of rainfall and 11.5 hours of daylight.

### Map



## APPENDIX F: ACRONYMS

Acronym	Term
AAR	After Action Report
CHP	California Highway Patrol
DHS	U.S. Department of Homeland Security
EEG	Exercise Evaluation Guide
EMD	Emergency Management Department
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
ExPlan	Exercise Plan
HSEEP	Homeland Security Exercise and Evaluation Program
MBMI	Morongo Band of Mission Indians
MCRS	Morongo Casino Resort and Spa
MTPD	Morongo Band of Mission Indians Tribal Police Department
RSO	Riverside County Sheriff's Office
RTF	Rescue Task Force (Morongo Fire)
SIMCELL	Simulation Cell
SME	Subject Matter Expert