

Community Protest: Protection and Response
MASTER SCENARIO EVENTS LIST (MSEL)
September 30, 2021

The Master Scenario Events List is a chronological timeline of expected actions and scripted events to be injected into exercise play by facilitators/controllers to generate or prompt player activity. It ensures necessary events happen so that all exercise objectives can be met. This template should be utilized to track each of the individual events within the scenario and those expected actions of personnel and the learning points associated with those actions.					
No.	Timeline	Player(s)	Inject	Expected Outcome	Learning Points
0.	<i>Injects can be addressed during the given exercise timeframe.</i>	<i>Injects can be addressed during the given exercise timeframe.</i>	<i>Specific scenario events or messages within the scenario that prompt players to implement the plans, policies, and/or procedures that require testing during the exercise. It is not always necessary to follow an inject with questions, however, they can be useful to foster valuable dialogue or help reach expected outcomes.</i>	<i>Represents a desired response or actions to the questions or messages proposed during the delivery of injects. Expected outcomes should come directly from the plan being tested, as well as previous training staff may have received.</i>	<i>Pieces of information or actions that personnel will learn or take away from the proposed inject and associated expected outcomes. These learning points often represent key pieces of the emergency operations plan that personnel should understand, or be aware of.</i>
	August 26	RHRC/ Facilities	Exercise Basics Training	Discuss exercise definitions, structure, and processes for conducting an exercise.	Gain baseline knowledge and understanding for carrying out an exercise at your facility.
	September 23 & 24	RHRC/ Facilities	Controller/Evaluator (CE) Training	Review exercise roles and identify any remaining gaps in exercise plan.	Ready teams for exercise day.
	1300	Exercise Begins – September 30			
1.	1300	RHRC/ Facilities	RHRC sends email and MNTrac message to join Zoom call regarding planned protest.	Participants receive MNTrac alert and/or email notification.	Gained awareness of and access to critical notification processes.
2.	1305	RHRC/ Facilities	Hold Zoom call for introduction of scenario and further instruction. (Stage 1)	<ul style="list-style-type: none"> • Players able to join the call and receive current event information (stage 1 of scenario). • Next meeting time is set for 1330. 	Successful communication platform to disseminate critical information to key stakeholders.
3.	1310	Facilities	Assess your organization’s process to gather and disseminate credible threat information in a timely manner.	<ul style="list-style-type: none"> • Identify how your organization receives critical information and vets information received. • Identify how your organization disseminates vetted information to staff, residents, families, and response partners in a timely fashion. 	<ul style="list-style-type: none"> • Identified a formal process for critical internal and external information flow. • Identify who is responsible for coordinating communication within your organization and how.
4.	1325	RHRC/ Facilities	Hold Zoom call for scenario update and further instruction. (Stage 2)	<ul style="list-style-type: none"> • Players able to join the call and receive current event information (stage 2 of scenario). • Next meeting time is set for 1400. 	Successful communication platform to disseminate critical information and gain situational awareness of the region’s status.

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5.	1330	LE	Law Enforcement gives brief presentation on the zoom call regarding their role during this stage and communication methods with local organizations.	LE describes what their protocol is for communicating with facilities in the area regarding road closure, building security, and staff safety.	Facilities learn role of LE and what facilities can expect from them during this stage.
6.	1345	Facilities	<ul style="list-style-type: none"> Asses your emergency protocols and who will lead the response. Identify triggers for when to reach out to external partners (i.e., Coalition, vendors, law enforcement, fire, etc.) 	<ul style="list-style-type: none"> Identify who is responsible for enacting your emergency protocols. Identify how you will communicate to employees (current shift and next). Craft a message to employees, another for family, residents/client, vendors. 	<ul style="list-style-type: none"> Identified process for emergency activation and communication to staff, residents, and families. Identified process for emergency communication to external partners. Creation of communication template.
7.	1400	RHRC/ Facilities	Hold Zoom call for scenario update and further instruction. (Stage 3)	<ul style="list-style-type: none"> Players able to join the call and receive current event information (stage 3 of scenario). Next meeting time is set for 1440. 	Successful communication platform to disseminate critical information and gain situational awareness of the region's status.
8.	1405	FD	Fire Department gives brief presentation on zoom call regarding their role at this stage and their ability to assist organizations in the area.	FD describes what their protocol is for communicating with facilities in the area regarding property damage, fires, rescue.	Facilities learn role of FD and what facilities can expect from them during this stage.
9.	1420	Facilities	<ul style="list-style-type: none"> Identify steps to take to protect facility and staff. Assess current inventory of critical supplies (food, oxygen, etc.). Implement your shelter in place plan. Identify the trigger to evacuate facility and identify who makes that decision. Implement crisis communication protocols for those who may be scheduled to visit your facility (vendors, physicians, family, etc.). 	<ul style="list-style-type: none"> Facilities implement SIP or evacuation plans. Communication process if identified for staff, vendors, physicians, clients, families. 	<ul style="list-style-type: none"> Adjust communication protocols to align with current situation. Identified triggers for SIP and evacuation as well as who has authority to make those decisions. Identified external response partners to communicate with for facility evacuation. Identified protocols to protect staff and facility.

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			<ul style="list-style-type: none"> How will you communicate with clients expecting visits from your staff? Has your communication to staff changed at this point? 		
10.	1440	RHRC/ Facilities	Hold Zoom call for scenario update and further instruction. (Stage 4)	<ul style="list-style-type: none"> Players able to join the call and receive current event information (stage 4 of scenario). Next Zoom call at 1455. 	Successful communication platform to disseminate critical information and gain situational awareness of the region's status.
11.	1445	Facilities	<ul style="list-style-type: none"> How will you communicate with staff about road closures and curfew? What is your staffing plan to address staff who cannot come in due to concerns/fear? What support do you have to offer those staff who are experiencing distress or fear related to the situation? 	<ul style="list-style-type: none"> Identify communication methods with staff. Craft brief message. Discuss crisis staffing plan. Discuss support mechanisms in place for staff – in real time and on-going. 	<ul style="list-style-type: none"> Adjust communication message to staff based on current, vetted, information. Identified crisis staffing plan. Identified behavioral health support mechanisms/resources for staff.
12.	1455	RHRC/ Facilities	Hold final zoom call for scenario and exercise wrap up and next steps.	Bring Exercise to a close.	Identified next steps for organizations and the RHRC.
	1500	End of Exercise			
	1500-1530	DEBRIEF/HOTWASH – Virtual Zoom Meeting for organizations and the RHRC			