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## Unit 6a: Tabletop Exercise

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## Objective

At the end of this unit, the students should be able to apply what they have learned throughout this course to their resource management systems.

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## Scope

- Exercise Introduction
    - Unit Objective
  - How To Conduct This Exercise
    - Background Information and Exercise Scenario
    - Exercise Inject 1
    - Exercise Inject 2
    - Exercise Inject 3
  - Exercise Debriefing: Lessons Learned
  - Summary
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## Methodology

**Note:** During this exercise, one instructor will act as the Controller, and one instructor will act as the Facilitator, circulating through the room to answer questions. The students will assume roles necessary to make decisions based on the information provided by the Controller.

The Controller will introduce the exercise and describe the rules of play, exercise objectives, and other exercise information to the class. After answering all questions, the Controller will introduce the exercise scenario. Working in groups, the students will begin the decisionmaking process to respond to the needs at the incident scene. At specified intervals throughout the exercise, the Controller will provide the students with additional information about the incident (e.g., cascading events at the scene that require additional resources or other response from the multiagency coordination entity). The students will use the new information to make resource decisions, including activating mutual aid or other agreements, etc.

At the end of the exercise, the Controller will debrief the group. The Controller will then transition from the exercise to Unit 7.

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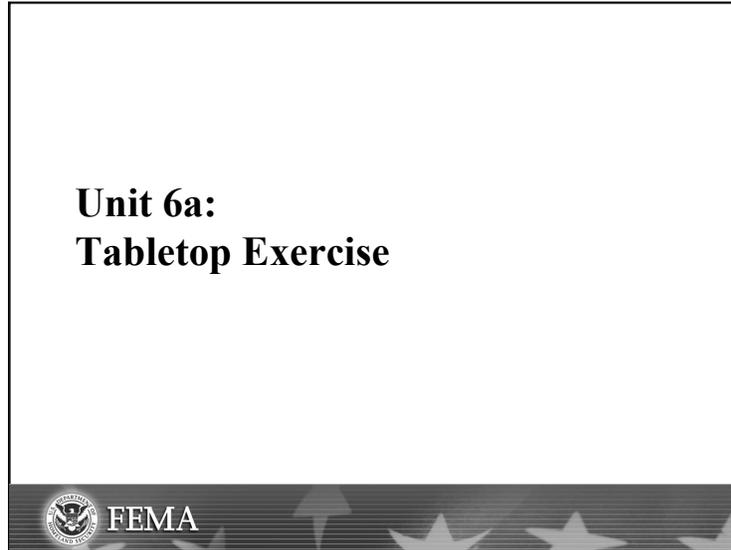
**Time Plan**

A suggested time plan for this unit is shown below. More or less time may be required, based on the experience level of the group.

<b>Topic</b>	<b>Time</b>
Exercise Introduction	10 minutes
How To Conduct This Exercise	110 minutes
Exercise Debriefing: Lessons Learned	25 minutes
Summary	5 minutes
<b>Total Time</b>	<b>2 hours 30 minutes</b>



Visual 6a.1



**Visual Description:** Exercise Introduction

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### Instructor Notes

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Introduce this unit by telling the students that this tabletop is intended to help them apply what they have learned throughout this course to the resource management system in their jurisdictions in response to a simulated emergency.



Visual 6a.2

### Unit 6a Objective

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Apply what you have learned throughout this course in response to a simulated emergency.



Unit 6a:  
Tabletop Exercise

**Visual Description:** Unit 6a Objective

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### Instructor Notes

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This tabletop exercise is intended to allow the students to apply what they have learned throughout this course. The exercise describes a severe weather event and resultant response issues. The exercise provides the opportunity to identify the resource-management issues that could arise in an emergency and make the decisions to resolve those issues.

The exercise simplifies and orders the event during a period of time that, in reality, would be characterized by confusion and complexity. The incident is presented as an unfolding event with the initial incident scenario introducing the emergency and new information being introduced by means of injected messages throughout the exercise.

The scenario and injects presented in this exercise are not intended to reflect a jurisdiction's political context, but the students should consider how political issues might influence their actions and decisions.

**Instructor Notes:**

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The success of this exercise depends on the total concentration of all the students throughout the exercise. Tell the students that they should not leave the room during the exercise, and ask all students to ensure that their cell phones and pagers are turned off or set to vibrate.

The students should work in small groups to complete this exercise. The groups may include all members from a single jurisdiction or from a jurisdiction and its mutual-aid partners.

You will not need any special equipment to conduct this exercise. All of the written material the students will require is included in the Student Manual and in the three exercise injects. (You should print out a set of injects for each student.) If students wish, they can also consult:

- Their jurisdiction's EOP. (**Note:** If students have not brought their EOPs, they can use the sample Resource Management Annex in Appendix A with this exercise. Make copies of Appendix A as needed.)
- Any SOPs dealing with resource management that they would use during an incident.
- Resource analysis worksheets and cascading event worksheets.

**Guidelines for Presenting the Incident Scenario**

General guidelines for presenting the incident scenario are listed below. Specific guidance for introducing the initial scenario and the injects are provided in the exercise itself.

- The incident scenario, as provided, describes an escalating, complex incident that starts with a flooding event and includes two additional events. The exercise participants are located at the county EOC.
- The incident scenario and injects are designed to focus on resource management issues that might be encountered during a severe weather event. However, addressing resource management issues will necessarily involve issues encountered at the scene.
- The Controller should introduce the scenario by briefing the students. Following the introduction, each student should consider the information presented from the point of view of his or her role and responsibilities during the emergency. The students should participate in a discussion within their groups to respond to the information provided in the scenario (e.g., request resources, establish priorities, request additional information, etc.).
- At specified points in the exercise, the Controller should read exercise injects to the class. These injects will build on the initial scenario to provide additional information, relate cascading events, or transmit requests for information from other jurisdictions. Following each inject, the students should discuss the new information within their groups and respond to the information provided.

- The Controller may pause the exercise at any time to discuss the scenario and the groups' responses, answer questions, or clarify information presented. The Controller may also ask additional questions of the group or provide information that is tailored to the exercise players.

At the end of the exercise, the Controller will debrief the groups, asking them to evaluate their resource management procedures, decisionmaking process, and overall lessons learned. Finally, the groups will develop a list of tasks that they need to complete to improve their resource management capability.

**Background Information**

The Murkey River flows south through the Granite Mountain foothills and then through Prosperous Valley. Severe weather followed by flooding caused by the emergency release of water at a weakened upstream dam has caused several major incidents along the east bank of the river in Jackson County. More rain and wind are expected during the next several days.

Jackson County is located in the State of New Columbia. The county seat is Jackson City, where the county Emergency Operations Center (EOC) and county jail are located. Jackson City has a population of 48,552 and covers 12.5 square miles. To the southeast are the towns of Baytown, with a population of 8,012, and Fryville, with a population of 20,499. There are three major highways running through the county: Highway 57, Highway 23, and Highway 46. There is one train track that crosses Highway 57 and Highway 46. Jackson County has mutual-aid agreements with Washington County to the north, Adams County to the south, Wilson County to the east, and Taft County to the west.

## Topic

## Background Information and Exercise Scenario (Continued)

## Resources

Jackson City

10 School Buses  
 20 Police Vehicles  
 5 Fire Engines  
 4 Fire Trucks  
 1 Ambulance (ALS)  
 4 Ambulance (BLS)  
 20,000 Sandbags  
 3 Dump Trucks  
 1 Backhoe  
 2 Dozers  
 5 Message Boards

Baytown

4 School Buses  
 3 Police Vehicles  
 1 Fire Engines  
 1 Fire Truck  
 1 Ambulance (BLS)  
 500 Sandbags  
 1 Dump Trucks

Fryville

10 School Buses  
 12 Police Vehicles  
 2 Fire Engines  
 2 Fire Trucks  
 1 Ambulance (BLS)  
 10,000 Sandbags  
 1 Dump Truck  
 1 Backhoe  
 2 Message Boards

Jackson County

16 School Buses  
 32 Sheriff Vehicles  
 1 Mobile Command Vehicle  
 8 Fire Engines  
 6 Fire Trucks  
 2 400-Gallon Tenders (non-potable water)  
 1 HAZMAT Team  
 3 Ambulance (ALS)  
 5 Ambulance (BLS)  
 1 Medical Airlift Helicopter  
 45,000 Sandbags  
 8 Dump Trucks  
 3 Backhoes  
 2 Dozers  
 1 County Multiagency Type III Incident Management Team  
 12 Message Boards

Washington County

10 School Buses  
 24 Sheriff Vehicles  
 1 Mobile Communications Trailer  
 5 Fire Engines  
 4 Fire Trucks  
 1 400-Gallon Tender (non-potable)  
 1 HAZMAT Team  
 2 Ambulance (ALS)  
 2 Ambulance (BLS)  
 50,000 Sandbags  
 2 Dump Trucks  
 4 Backhoes  
 8 Dozers  
 3 Message Boards

Taft County

15 School Buses  
 21 Sheriff Vehicles  
 1 Mobile Command Vehicle  
 5 Fire Engines  
 5 Fire Trucks  
 1 Ambulance (ALS)  
 1 Ambulance (BLS)  
 2 Dump Trucks  
 1 Backhoe  
 1 Dozer  
 9 Message Boards

Wilson County

15 School Buses  
 1 Mobile Communications Trailer  
 21 Sheriff Vehicles  
 3 Fire Engines  
 3 Fire Trucks  
 2 Ambulance (ALS)  
 5 Ambulance (BLS)  
 2 Dump Trucks  
 2 Backhoes  
 2 Dozers  
 10 Message Boards

Adams County

19 School Buses  
 42 Sheriff Vehicles  
 7 Fire Engines  
 8 Fire Trucks  
 2 Hazmat Teams  
 4 Ambulance (ALS)  
 3 Ambulance (BLS)  
 2,500 Sandbags  
 3 Dump Trucks  
 3 Backhoes  
 2 Dozers  
 16 Message Boards

**Scenario**

It is 5:45 p.m. on Friday, August 21. A 10-block area of Baytown has had extensive flooding. Search and rescue and evacuations are underway. There is no electrical power and the water and sewer systems have been damaged. An Incident Command Post has been established to cover the event. The Baytown Police Department has designated an Incident Commander from the department.

The county jail has suffered extensive damage. All electrical power and water are out. Population is 450 adult males, 175 females, and 250 male juveniles. Relocation may be required. Only cold meals and limited water are available. A county sheriff's captain is the Incident Commander.

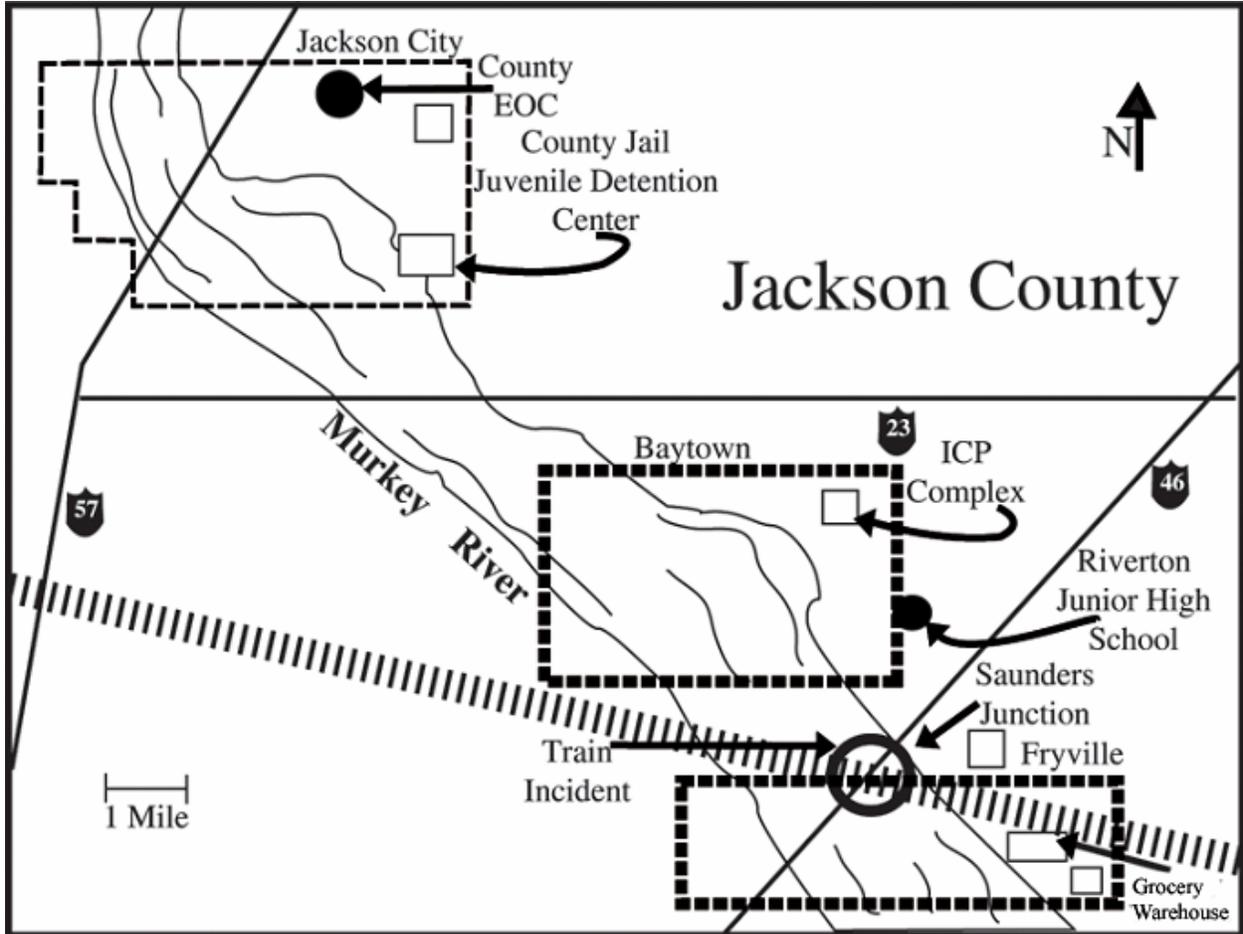
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**Discussion Questions:**

Your group is the staff for the Jackson County EOC. Based on the background information and incident scenario:

1. With cascading events in mind, what types of resources might be needed in the county?
2. Where can these resources be found?
3. What are the overall resource priorities?
4. What are two resource management challenges?

JACKSON COUNTY MAP









**Controller's Note:** Allow the students approximately 20 minutes to record their lessons learned from the exercise.

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**Lessons Learned From This Exercise.** Record the lessons you learned from the exercise so you can use them back on the job.

**Instructor Notes**

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Summarize this exercise by emphasizing that even a smaller incident can grow or extend beyond a jurisdiction's resource management capability. Urge the group to ensure that they have mutual-aid and other agreements (including agreements with private-sector entities) in place and that they are trained and exercised before an incident occurs.

**Answer any questions that the students have before continuing.**

Transition to the next unit by telling the group that Unit 7 will include the course summary and final examination.