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4/18/11

## Summary of Drill Evaluations Northside EmPrep Group Drill 22 January 2011, 10 am–noon

This is a summary of the drill evaluations that people filled out after the drill. You can find details of the drill plan on our Northside EmPrep website as well as our Emergency Response Plan, Incident Command Role Cards, and the 2011 Drill Evaluation questionnaire that was used to gather the information for this summary.

Let me begin by thanking all of you who participated in the drill. I think that we succeeded in holding the best drill yet. While the first half of the drill was similar to previous drills, the second half was a training session. People were generally very positive about this change.

A second change was that we had many outside observers this year. Our group is one of the most advanced in drill skills. As a result, other neighborhood groups want to observe our drills in preparation for their own. We should expect more of this in the future and should consider providing an ombudsman whose role during the drill is to explain what is going on to observers, as well as to our own neighbors who are often standing around observing.

### **Summary of Drill Evaluations**

Thirty of the drill attendees submitted evaluation forms. Their forms were entered into an Excel spreadsheet (drill evaluation summary.xls). Table I is a summary of their responses to questions asked for rating from 1 (worst) to 5 (best) or a yes/no answer. My reading of this table is that ratings 4.0 and higher indicate reasonable levels of success while ratings below 4.0 indicate areas that could have used more attention.

Question 4: In the demonstrations, communications did well, having been a major focus of every past drill. Search & Rescue did well because this was the focus of the practice session for the demonstration. First Aid/Medical did less well because the team did not participate in the practice session. Shelter struggled a bit because it was not as well integrated into the drill during the practice session. The lesson for the future is that the practice session should fully encompass all aspects that are to be demonstrated.

Question 7e: No one commented on the use of the laptop. Its use needs some assessment and integration into the existing system.

Question 9: Some team members and captains did not find the bandannas so useful while others did. We should follow up on some of the suggestions made at the drill, like using labeled caps, hard-hats, or vests, to identify team captains and members. The team standing areas were not thought to be very useful by most people. Their intention was two-fold: to give each team a small area to congregate and to move people away from the communications board and table. I think that we should retain them until someone comes up with a better scheme and implements it.

Question 10d: The member lists in the Division/Block Emergency Packets were not found useful, but in an extended emergency where people are searching for victims, the Block and Division Captains would need these lists, so I think that we should keep them.

Question 11b: The Incident Command Center Instruction Book was not found to be so useful. Someone should take on the task of improving it.

The remaining questions in Table I got high enough ratings that to me they indicate success in our drill.

### **How could the drill be improved? Other Comments?**

Table II list the answers to Question 5, “How could the drill be improved?” Table III lists the answers to Question 6, “Other Comments?” If you wish to know who made a particular comment, please look at the Excel spreadsheet, “drill evaluation summary.xls”. I urge everyone, especially those planning our next drill, to read these comments and suggestions while making a to-do list for next year’s drill preparations.

### **Conclusions**

My opinion, based on the evaluation form responses and on personal observation, is that the new format of the drill with training demonstrations was a real success. I believe that it is worth repeating and improving on this new format in future drills.

Areas that need improvement are:

- 1) Better “training demo” practice which includes all aspects of demo.
- 2) Revitalized First Aid/Medical team.
- 3) Include fire suppression in demo.
- 4) Improved ID of roles with labeled hats, hard-hats, or vests.
- 5) Involve more people—too many were just standing around.
- 6) Ombudsman to involve non-participating observers.
- 7) Teams and Divisions need more practice.
- 8) Need something (Ace bandages?) to secure dummy to door (stretcher).
- 9) The ICC Instruction Book needs to be made more useful.
- 10) The laptop system needs assessment and integration with the existing system.

**Table I. Summary of answers to questions asking for a rating 1-5 or yes/no answer.**

#	Question asking for a rating 1 (worst) to 5 (best) or a Y(yes) or N(no) answer.	Average 1 is worst 5 is best	Number of Responses
3	Overall, how well did the drill succeed?	4.2	27
4	Did the team demonstrations succeed?		
	a. Communications team	4.3	22
	b. Search & Rescue team	4.3	24
	c. First Aid/Medical team	3.6	20
	d. Shelter and Logistics	3.9	17
7	More detailed questions for everyone		
	a. How clear was your role?	4.4	15
	b. Did you have what you needed?	10Y/1N	11
	c. If you used a walkie-talkie, how useful was it?	4.3	6
	d. Bulletin board (posting or reading), how useful?	4.7	9
	e. If you used the laptop logging system how useful?		0
8	Question for Captains and Incident Commander		
	a. How useful was 3x5 role card describing your role?	4.0	6
9	Question for Team Captains or Members		
	a. How useful were colored and paisley bandanas?	3.6	9
	b. How useful was your team's standing area?	3.5	8
10	Question for Division or Block Captains		
	a. Did you get Division or Block Emergency Packet?	-	0
	b. How useful was Div. or Block Emergency Packet?	4.0	3
	c. How useful was the map?	5.0	3
	d. How useful was the list?	2.0	1
11	Questions for the Incident Commander		
	a. How useful were instructions for setting up ICC?	5.0	1
	b. How useful was the ICC Instructions notebook?	3.5	2
	c. How useful were 3x5 role cards in assigning roles?	5.0	1

**Table II. Answers to the question “How could the drill be improved?”**

More educational opportunities could be presented. Overall, good! Suggestions are 1. Use event as training event to cover basic first aid, fire suppression; 2. Use event to sign people up for Red Cross/First Aid/Fire classes.
Further instruction on use of different cache tools and resources.
Get more people involved. Too many bystanders.
Regular team practice.
Incident routing process needs improvement.
For computer logging and posting, the report procedure could use standardization.
I need to tighten up my instructions to Block Captains. We’ve been getting to know our individual situations (families, etc.). Good direction to go.
Neighbors learning the neighborhood better. On Medical demo, tell more to the audience. On logistics, fine, can’t judge what happened when dummy taken away.
Describe more to people standing around.
Practice for separate teams.
More practice.
More case situations & work thru.
Better medical supplies.
It was an excellent drill! John was so impressed with the ‘drama’ staging behind your house and the Dundes. Bravo, Tom!
This drill was really well done—thanks!
More clarity re communications and medical protocol.
Clearer designation of line of command (white hat).
Take radio course.
Better identification of leaders/tasks—handkerchiefs were great! Amplification.
Just more drills, that is, for our teams/block. Go with vests for ID.
By repeatedly practicing.
Written instructions to teams when dispatched.
People could listen more and respect the leader who is giving directions.
Inter team organization could be improved. Confusion as to how people would be assigned to go out & notation of exactly who went where.
Faster. Fewer questions.

**Table III. Answers to the question “Other comments?”**

Perhaps end event such as a neighborhood social, potluck, or such. Re question on usefulness of team standing area: 5, i.e. the group of everyone made the mtg area identifiable. (I think this doesn't refer to team standing areas but to the Division Assembly Point. Note added by TT). Perhaps add first aid info to Div Emer Packets.
This was a very good & helpful exercise.
The drill was very well executed. Congratulations to all involved! Could hear all radio communications, but many reports came in by messenger, not by radio.
People blocked the view between the communications table and the bulletin board
Role is clear and evolving. Walkie-talkie was very useful. Div and Block Emer Packet and/or map was very important for our walk-through.
Liked format this year. Noticed a number of neighbors, not previously involved in any way, turned out.
Role was clear. Very well organized. Standing area was important. O.K. to meet each other. Just pray we keep our heads in the emergency.
As people have said, more medical. Also, I need to take more CERT training.
Role cards are clear and helpful if experienced neighbors are not present. Ace bandages to secure “Maria” to door.
Diabetic food in cache.
We are taking away so much. Thank you. Tom did a superb job.
Very good demo all the way through. Very good leadership & remaining calm. Thanks for allowing observations from outside the block.
Thank you so much for letting me observe. Very motivating.
Your drill ran very smoothly. Thanks for allowing me to observe.
Just caught the rescue demo.
Learned things doing the search and rescue demo.
Thank you all.
Overall, drill brought up lots of issues. Initial organization of first responders needs to be improved. Work of Block Captains at beginning very important. Re: Search demo—needs to be organized a little more, Re: Medical—needs development. Re: Logistics—getting there.