

Ford Field Vaccination Task List

Type of Function	Individual Assigned	Department	Task	Notes
Medical Equipment	Mr. Hakim Berry	Detroit	Data Logger for Freezer, fridge, coolers	Wayne County, City of Detroit
Facility Admin Team	Col Jackson	DoD	DOD Rep - Adm Team	
Plans/Playbook Guidance	Col Jackson	DoD	DoD	
Vaccination Supplies	Col. Jackson	DoD	Vaccines	MDHHS will assist in enrolling that provider. Jean Ingersoll and Jerome Reid
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Facility Contract	
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Staffing Contracts	
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Supplies Contracts	
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Services Contracts	
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Security	Looking into utilizing facility contract for these services
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Cleaning	Looking into utilizing facility contract for these services
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Handwash Stations	Looking into utilizing facility contract for these services
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Sanitation Stations	Looking into utilizing facility contract for these services
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Building Maintenance	Looking into utilizing facility contract for these services
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Aubulance (4) Advanced	Looking into utilizing facility contract for these services
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Waste Disposal	Looking into utilizing facility contract for these services
IT Support	Randy Williams	DTMB	IT Support	Matt McCormick/Kristen Dale
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Parking	
Contracts	Mr. Ryan Cross & Ms. Pam Platte	DTMB	Traffic Control	
Facility/Security Plans	Mr. Jerome Reid	FEMA	Plan for utility Notification	
Medical Equipment	Mr. Jerome Reid	FEMA	Temperature Scanner	DHHS - FEMA to look to see what they have.
Plans/Playbook Guidance	Mr. Jerome Reid	FEMA	Planners	Visit will be Friday
Plans/Playbook Guidance	Mr. Jerome Reid	FEMA	FEMA	
Facility Admin Team	Ms. Kristen Dale	Ford Field	Management	
Facility Equipment	Ms. Kristen Dale	Ford Field	Tables	
Facility Equipment	Ms. Kristen Dale	Ford Field	Chairs	
Facility Equipment	Ms. Kristen Dale	Ford Field	Cots	10 cots
Facility Equipment	Ms. Kristen Dale	Ford Field	AED	
Facility Equipment	Ms. Kristen Dale	Ford Field	Fire Extinguishers	
Facility Equipment	Ms. Kristen Dale	Ford Field	Signage	
Facility Equipment	Ms. Kristen Dale	Ford Field	Cones	
Facility Equipment	Ms. Kristen Dale	Ford Field	Cleaning Supplies	
Facility Equipment	Ms. Kristen Dale	Ford Field	Toiletries	
Medical Equipment	Ms. Kristen Dale	Ford Field	Hand Sanitizer	
Staffing	Ms. Kelly Kozole	Ford Field	Paramedics	Ford Field has Superior Ambulances can facilitate this.
Staffing	Ms. Kristen Dale	Ford Field	Facility Management	
Traffic Control	Ms. Kristen Dale	Ford Field	Security Vests	
Facility/Security Plans	IMT - Name TBD	IMT	Facility Plan	
Logistics	IMT - Name TBD	IMT	Water/Food - Staff	Daily logistics after facility is open (Food Unit Leader)
Logistics	IMT - Name TBD	IMT	Water/Food - Patients	Daily logistics after facility is open (Food Unit Leader)
Safety Plans	IMT - Name TBD	IMT	Safety Plan	
Communication/Outreach	Ms. Kerry Ebersole	LEO	Coordination with LHD, Healthcare, Wayne County, City of Detroit, NGO's, CBO's	Mr. Fiedler and Mr George to assist. They will be asked for insurance, to attempt to recoup some of the cost. FEMA should not incur the cost if the patient has insurance.
Communication/Outreach	Ms. Kerry Ebersole	LEO	Outreach	Mr. George to assist. When providing information, we need to be able to give the patient the information of what gate/door for them to go to. Warming tents and additional information will be needed for a drive-up site. Meeting regarding drive up testing site.
Communication/Outreach	Mr. Jay Fiedler	MDHHS	Public Health Communication Plan	through all the areas. Able to communicate with churches, residents, department of health. City of Detroit and Wayne County already reaching out for TCF. Make a meeting with all parties ensuring proper communication.
Communication/Outreach	Ms. Cheryl Smith	MDHHS	PH Communication Plan	
Medical Equipment	Mr. Jay Fiedler	MDHHS	Ultra Low Freezers	Discussion with Wayne County, DHHS
Medical Equipment	Ms. Cheryl Smith	MDHHS	Coolers	Medical Grade cooler with inserts. 1 for each nurse station, with data loggers. Roughly 80 coolers
Medical Equipment	Ms. Cheryl Smith	MDHHS	1 mL Syringe(25 Guage)	Will need if there is an additional dose pulled from vaccine. Will need an extra supply just in case.
Medical Equipment	Ms. Cheryl Smith	MDHHS	Adverse Reaction Supplies	
Mobile Vaccination	Ms. Cheryl Smith	MDHHS	Routing	Needs a meeting
Mobile Vaccination	Ms. Cheryl Smith	MDHHS	Assignments	Needs a meeting
Mobile Vaccination	Ms. Cheryl Smith	MDHHS	Equipment	Needs a meeting
Mobile Vaccination	Ms. Cheryl Smith	MDHHS	Medical Supplies	Needs a meeting

Registration/Appointments	Ms. Jean Ingersoll	MDHHS	State System/Contracted System	Set a meeting this week. City of Detroit, Wayne County, MDHHS, FEMA, EMHSD. EPLO, other partners, TCF, Henry Ford Health System.
Registration/Appointments	Ms. Jean Ingersoll	MDHHS	Other Software Systems	DHHS has a call tonight regarding registration systems.
Services	Ms. Cheryl Smith	MDHHS	Medical Waste Disposal	Henry Ford already does clinics at Ford Field should utilize them for best practices.
Staffing	Ms. Cheryl Smith	MDHHS	Vaccinators	DoD providing initial staffing. DoD staffing will be static at Ford Field, will need additional for mobile.
Staffing	Mr. Jay Fiedler	MDHHS	Pharmacy Staff	DoD has small component. Jay has the ability to pull resources from state resources for pharmacists.
Staffing	Ms. Jean Ingersoll	MDHHS	Registrators	Possibly the state, possibly DoD. Unsure of number.
Staffing	Ms. Jean Ingersoll	MDHHS	Check in - Appointment verification	Staff that SOM will potentially provide.
Transportation of Vaccine	Ms. Cheryl Smith	MDHHS	Chain of Custody/Oversight	MDHHS Task
Dual Status Commander	Col. Southworth	MING		Oversight of DoD and NG Forces
Staffing	Col. Southworth	MING	MING Forces	Coordinate MING Forces
Donations	Ms. Brenna Roos	SEOC	Pepsi	Food/snacks
Donations	Ms Brenna Roos	SEOC	Carrier	Refrigerators
Equipment	Lt. Nate McQueen	SEOC	Vehicles	DHHS/MSP/City of Detroit
Facility Admin Team	Ms. Penny Burger	SEOC	Finance	
Facility Equipment	Ms. Wendy Galbreath	SEOC	Carts	
Facility Equipment	Ms. Wendy Galbreath	SEOC	Trays	
Facility Equipment	Ms. Wendy Galbreath	SEOC	Material Handling	
Facility Equipment	Ms. Wendy Galbreath	SEOC	AFN Kits	
IMT	F/Lt Covey	SEOC	IMT	IMT deployment 2/26
Knowledge Management	Mr. Matt Cook	SEOC	Knowledge Management Plan (MICIMS)	Matt Cook as set up a board as well as a role for this. More to come on access and training.
Medical Equipment	Ms. Wendy Galbreath	SEOC	Medical Supplies	
Medical Equipment	Ms. Wendy Galbreath	SEOC	PPE	DoD or FEMA providing any PPE? Burn rate from DoD per day.
Mobile Units	Ms. Galbreath	SEOC	Drivers	Potential Staffing Contracts
Mobile Units	Ms. Galbreath	SEOC	Vehicles	4 vehicles, come with all staffing. Contract is working out now.
Plans/Playbook Guidance	Mr. Shawn Ewing	SEOC	State	
Staffing	Mr. Shawn Ewing	SEOC	Greeters	
Staffing	Mr. Shawn Ewing	SEOC	Medical Staff	Individuals that are onsite inside stadium.
Staffing	Mr. Shawn Ewing	SEOC	Security	Ford Field
Staffing	Mr. Shawn Ewing	SEOC	Environmental	Medical Waste possibly a duplicate. Contracted out.
Staffing	Mr. Shawn Ewing	SEOC	Contracting Officers	State of Michigan Staff
Staffing	Ms. Galbreath/Mr. Ewing	SEOC	Logistics Team	
Traffic Control	Lt Nate McQueen	SEOC	Traffic Control	Meeting set for Thurs. 1pm
Traffic Control	Lt Nate McQueen	SEOC	Traffic Control devices	Handheld or Intersection control. Pedestrian control. In and out of the facility
Transportation of People	Mr. Shawn Ewing	SEOC	Transportation -People	Taking off line with city and county to discuss and make a plan for transportation of people.
Transportation of Vaccine	Mr. Shawn Ewing	SEOC	Transportation - Vaccine	Secondary conversation, Wayne, City of Detroit, MDHHS. Ford
Unified Command	Capt Sweeney	SEOC	Establish Unified Command	Reports directly to Department/Organizational Authorities
Facility Admin Team	TBD	TBD	State Rep - Adm Team	
Facility Admin Team	TBD	TBD	Medical Advisor - Adm Team	
Facility Admin Team	TBD	TBD	Local Rep - Adm Team	
Facility Admin Team	TBD	TBD	Utility Rep - Adm Team	
Facility Admin Team	TBD	TBD	Federal Rep - Adm Team	