**Introduction**

Exercises are tools for testing preparedness plans and identifying areas for improvement. Tabletop exercises are simulated emergency situations that evaluate plans and procedures and encourage the clarification of assignments and responsibilities. A *mental* tabletop prompts an individual to think systematically about the actions and decisions needed to respond to a defined scenario.

**Instructions**

Read the scenario below and think about the questions that follow. When finished, make a short to-do list of actions that will improve personal and organizational preparedness.

**Scenario**

In the early morning hours of a weekday, a 7.7 magnitude earthquake occurs along the New Madrid fault. While damage and casualties are focused in the western region of the state, the extent and severity of the damages and resulting consequences (loss of power and communication, sheltering needs, lack of goods and services) affect other parts of the state.

**Questions**

1. Where will you be at the moment the scenario begins?
2. Who will directly rely on you in the first hours of the event?
3. What communication channels will be available to you to receive and send KOIN alerts?
   1. If you are in a major impact zone that loses electricity and Internet?
   2. If you are in an adjacent area that has power, but cell phones towers have gone down and/or Internet service is interrupted?
4. Who will you need to reach with KOIN alerts?
5. What are the likely barriers to reaching people in your KOIN network?
6. What will your employer expect of you when normal business begins (8 a.m.)?
7. If you are NOT in the immediate impact zone, how might the disruption that occurs in the western part of the state affect:
   1. Your family or others for whom you are responsible?
   2. The demands or expectations of your employer?
8. What kinds of preparations, if made beforehand, will help you:
   1. Be confident about your family’s well being?
   2. Meet your responsibilities as a KOIN member?

**What next?**

Based on your thinking thus far:

1. What are two easy things you can do to improve your personal preparedness so that you will be confident about your family’s well being?
2. What are two easy things you can do to improve your preparedness to meet your work and KOIN responsibilities?
3. Identify one “stretch” preparedness goal:
   1. Personally
   2. Professionally
   3. As a KOIN member