

## **Motorsport Park Hastings**

# **EMERGENCY PLAN**

MPH LLC  
427 S Showboat Blvd  
PO Box 1341  
Hastings NE 68902-1341

## INTRODUCTION

The **MPH Emergency Plan** is designed to be implemented in case of a crisis during an open test, or during a race weekend. It is imperative that we coordinate our response with the Teams and Promoters.

The sport of racing will always involve a certain amount of risk. No matter how many precautions are taken, unfortunately accidents will happen. In addition, there are situations over which **MPH** has no control. These would include natural disasters, which could seriously disrupt or halt the accomplishment of an event. This plan is designed to coordinate all activities into one comprehensive effort that will minimize the loss of equipment and personnel. This plan is applicable to those personnel employed and registered by **MPH**.

**MAJOR ACCIDENT:** A major accident is an incident involving activities or materials that are serious enough to warrant cessation of activities and concentration of available resources to preclude further injuries and/or damage. It differs from the minor on-track incidents and emergencies that **MPH** safety teams and medical facilities typically handle. The On-Scene Official in Charge (“OIC”) typically will be the Senior Safety Team member on the scene. Actions will include rescue, fire containment and suppression, evacuation of personnel, if required, and recovery of equipment. Possible major accidents include loss of life, equipment or facilities. A major accident may involve one or more of several circumstances including:

- Serious injury due to accident on the track
- Extensive property damage
- Grave risk of injury or death to **MPH** personnel, other participants or the public

**NATURAL DISASTER:** This will include the possibilities of lightning, severe storm, tornado, flooding, etc. **MPH** management personnel will hold a pre-event meeting with the promoter and the promoter’s key staff to coordinate disaster activities. **MPH** personnel will assist local authorities/agencies during domestic emergencies in order to save lives, prevent human suffering or mitigate property damage. The Race Director together with the local civil authorities and the promoter will make the determination with regard to continuation of the event. This decision would be made under the threat of imminently serious conditions.

## PROFESSIONALISM IN AN EMERGENCY

It is important for all **MPH** personnel to understand that an incident need not involve physical injury to be considered a crisis. As we have seen, a crisis can also be created by pit lane incidents between race team members, confrontations between drivers, and confrontations in the paddock between team members and officials and/or fans.

We appreciate the degree of physical effort and emotional commitment every member of each organization has invested in an **MPH** event. We also understand that emotions can and do run high at a race track, particularly in the face of disappointments that inevitably arise in the sport.

However, it is vital for every team member to remember that we are in the public eye, and never more so than at the track. We must, therefore, behave in a professional manner at all times. This includes conversations on two-way radios and interactions with participants, media, and fans not only in the pits and paddock, but in any public setting.

## **MPH EMERGENCY PLAN BASIC PLAN**

### **OBJECTIVE:**

This plan will be used by **MPH** to respond to, recover from, and mitigate the effects of natural and manmade disasters.

### **EXECUTION:**

This Plan establishes response procedures and responsibilities for **MPH** and other agencies to cope with disaster situations. Upon notification that a disaster has occurred or is anticipated, the Race Director will implement the Plan or applicable portions. Responses will depend upon the type and extent of the disaster.

1. Primary response personnel:
  - Not many **MPH** personnel are involved in most on-track or event site accidents/incidents. A major accident will expand the number of personnel involved.
  
2. **MPH** personnel responding to accidents consists of:
  - Initial response personnel are those **MPH** personnel that respond immediately and perform life saving, fire suppression and containment actions, and emergency evacuation of personnel and equipment at the accident scene. Personnel involved are the Safety Team, Ambulance Staff and EMT/Firefighters.
  - Follow-on personnel: These **MPH** personnel are necessary to advise and assist the Race Director in controlling and recovering from the situation. The follow-on personnel consist of the following representatives and/or other individuals the Race Director deems necessary:
    - Medical/Ambulance
    - Public Relations/Communications
    - Promoter Relations
  - Those agencies identified in the event promoter's disaster plan should be contacted for possible assistance (fire fighters, police, medical, etc.)

### **RESPONSES:**

- Initial response personnel respond to all on-track accidents/incidents.
- The follow-on personnel would be notified by the Race Director or his designated representative to report to the Ambulance/Hospital.
- The Race Director/Designee at the accident scene is in charge of all on-scene activities.
- Follow-on personnel will be dispatched as on-scene requirements or requests become known.

- Requests for civil agencies will be initiated through Race Control or alternate Control, if Race Control has been evacuated or through the Race Director or his designated representative.

Major accident response phases:

- Notification: Consists of actions taken to notify control and dispatch initial response personnel. Race Director determines if follow-on personnel will need to be dispatched.
- Response: Consists of all actions taken to respond to the situation.
- Recovery: Consists of all actions necessary to recover from the accident.

## **PERSONNEL AND AGENCIES:**

### **PRIMARY CONTACTS**

<b><u>TITLE</u></b>	<b><u>NAME</u></b>	<b><u>PHONE NUMBER</u></b>
<u>President, MPH LLC &amp;COO</u>	<u>George Anderson</u>	<u>402-461-8031</u>
<u>Track General Manager/Mktg</u>	<u>Casey Weber</u>	<u>402-705-7281</u>
<u>Operations Director</u>	<u>George Anderson</u>	<u>402-461-8031</u>
<u>Controller</u>	<u>Jim Guth,amm</u>	<u>402-461-8031</u>
<u>Registrar</u>		
<u>Safety Coordinator</u>	<u>Dusty Kohl</u>	<u>402-705-7280</u>
<u>Ambulance Contact</u>	<u>Rural/Metro</u>	<u>402-463-1234</u>
<u>Hospital E.R. Contact</u>	<u>Mary Lanning Mem Hospital</u>	<u>402-461-5186</u>
<u>Police</u>		<u>911</u>
<u>County Sheriff</u>		<u>911</u>
<u>Nebraska State Patrol</u>		<u>911</u>
<u>Ellerbrock-Norris Ins (K&amp;K)</u>	<u>Brian Bassett</u>	<u>402-463-2461</u>
<u>Emergency Management Agency</u>	<u>Loren Uden</u>	<u>402-461-2360</u>
<u>Dunmire, Fisher, and Hastings</u>	<u>David Fisher, atty</u>	<u>402-463-1383</u>

## TASKS

### **Chief Operations Officer COO (George Anderson) is to:**

- Establish and maintain a disaster preparedness program
- Implement this plan when required and direct activities through the **MPH** staff
- Disseminate accurate information to the news media through public relations
- Provide personnel for Race Control augmentation as required
- Insure that a senior **MPH** official is assigned to the impacted team or family members
- Insure that Race Control maintains checklists to take actions in support of operations
- Insure follow-up contact with injured party/parties and related team or family representatives
- Determine and insure needed **MPH** staff support in the days following the incident
- Insure that accounting and financial requirements are established to support this Plan
- Insure that contracts are current
- Insure an information control center is established during emergency situations
- Provide information and assistance to local and national news media representatives
- Establish and maintain communications with Director of Medical Affairs/Leading doctor
- Work closely with the Race Director and lead staff members of **MPH** to control the release of information
- Establish and maintain a public relations presence at the medical facility
- Produce releases and information updates for the media
- Coordinate with **MPH** and the event promoter public relations representative regarding emergency plans, particularly in the case of a non-participant incident
- Coordinate with **MPH** and the event promoter public relations representative to remove any signage, logos, or backdrop from the press conference area for announcements, or if necessary, locate an alternate site
- Insure availability to liaise with the event promoter's staff when required
- Insure availability to liaise with impacted team and family members

### **Event Director (designated by event) is responsible to:**

- Coordinate with COO on spokesperson duties
- Remain at the track for communication if Chief Operations Officer goes to hospital
- Coordinate competition activities between officials and competitors
- Insure compliance with instructions issued by Race Control
- Coordinate paddock management and security with local authorities and track security
- Insure coordination with Medical Teams for security of driver's helmet(s)
- Insure that an alternate Race Control/Command Center is available and adequate
- Insure proper security in areas of **MPH** responsibility
- The senior Safety Official at the disaster scene will be the Official in Charge ("OIC")
- Insure that the Race Director is appraised of the seriousness of the incident/accident
- Upgrade the accident to a major disaster if required
- Determine with the Race Director if response to a non-**MPH** incident or accident is required
- Coordinate with local ambulance/rescue teams on procedures and protocols
- Confer with local authorities to insure rescue and ambulance vehicles have clear entry/exit routes

### **Director of Operations (George Anderson) is to:**

- Insure a disaster plan is developed
- Insure proper communication channels are in place between **MPH** staff and event promoter staff
- Insure that checklists are current
- Meet with track staff at track locale
- Follow-up with Public Relations representatives regarding any outstanding issues, i.e. investigations, impounding a car, etc.
- Insure that an impoundment area is identified
- Coordinate and secure impoundment activities
- Insure that all data contained in the vehicle involved in a major disaster is downloaded and properly secured
- Insure the impact recorder is properly secured
- Insure a release time for equipment involved in a major disaster and when stated, which equipment can leave the premises

### **Ambulance Crew or Doctor is to:**

- Determine actions to be taken with regard to the injured
- Insure proper procedures are in place for use of local medical facilities
- Be the sole spokesman for **MPH** regarding the medical status of injured personnel
- Coordinate with Event/Operations Director on determination of the major disaster decision
- If a helicopter is to be utilized, insure a definite landing clear zone
- Keep Race Director apprised of all injuries

## **SCENARIO INVOLVING DRIVER ON THE TRACK AT EVENT**

1. Safety Team reaches driver
2. Driver's condition is assessed by Safety Team and driver is assigned code for condition:
  - Code 1 – No apparent injury
  - Code 2 – No apparent injury, following an impact
  - Code 3 – Driver has specific complaint
  - Code 4 – Driver has apparent injury
3. Driver condition is assessed by doctor or ambulance crew
4. Driver is transported to medical center or to primary off-site trauma/burn center
5. Transportation arrangements confirmed for team/family/**MPH** representatives traveling to the hospital
6. **MPH** public relations obtains a statement regarding driver's condition
7. Medical paperwork initiated by **MPH** personnel to begin insurance claim process immediately
8. If driver requires transport to hospital off-site:
  - A. If doctor indicates possibility of overnight hospital stay, assigned **MPH** personnel will go directly to hospital
  - B. If no overnight stay is indicated, assigned **MPH** personnel will check on status at hospital and visit as soon as possible after the race
  - C. A designated representative will accompany driver family members to the hospital

- D. **MPH** public relations will communicate with team public relations, event promoter and emergency team
  - E. **MPH** public relations will release information to media representative(s)
9. **MPH** personnel will notify **MPH** insurance representative

#### **SCENARIO INVOLVING DRIVER ON TRACK AT TESTING WITH SAFETY TEAM**

1. Track Safety Team reaches driver
2. Driver's condition is assessed by Safety Team
3. Safety Team member will assist where possible and appropriate
4. Driver is transported to track medical center, if staffed, or directly to hospital by track ambulance service, as directed by competent medical authority and local protocol
5. Driver's condition is assessed and treated by doctor at medical facility
6. Safety Team notifies **MPH** personnel and Race Control of incident
7. **MPH** insurance representative is notified by designated personnel.

#### **SCENARIO INVOLVING MPH STAFF MEMBER / OFFICIAL / VOLUNTEER ON OR OFF TRACK**

1. **MPH** personnel shall render such aid as they are capable of – if safe to do so
2. Race Control and medical authorities are notified
3. Safety Team or Ambulance Staff reaches person
4. Condition assessed by appropriate medical staff
5. Decision made to transport immediately or take to medical center
6. Transport person to medical center or to primary off-site Trauma/burn center, if necessary
7. Upon notification, **MPH** designated personnel go to medical center or hospital
8. Medical paperwork initiated by **MPH** personnel to begin insurance claim process immediately
9. **MPH** Public Relations will obtain a statement regarding condition, if needed
10. If transport to the hospital off-site is required:
  - A. If medical personnel indicate the possibility of an overnight hospital stay, **MPH** designated person will go directly to the hospital
  - B. If no overnight stay is indicated, an **MPH** designated person will check on status at hospital and visit as soon as possible
  - C. **MPH** official in charge will assign personnel to accompany family members to the hospital
  - D. **MPH** Public Relations will communicate with Event Promoter and emergency team
  - E. **MPH** Public Relations will release information to media representative(s), if needed
11. **MPH** insurance representative is notified by designated personnel

## **SCENARIO INVOLVING PARTICIPANT AT EVENT**

1. **MPH** personnel shall render such aid as they are capable of – if safe to do so
2. Race Control and medical authorities are notified
3. Safety Team or Ambulance Staff reaches participant
4. Condition assessed by appropriate medical staff
5. Decision made to transport immediately or take to medical center
6. Transport participant to medical center or to primary off-site trauma/burn center, if necessary
7. Upon notification, **MPH** designated personnel go to medical center or hospital
8. Medical paperwork initiated by **MPH** personnel to begin insurance claim process immediately
9. **MPH** Public Relations will obtain a statement regarding condition, if needed
10. If transport to the hospital off-site is required:
  - A. If medical personnel indicate the possibility of an overnight hospital stay, **MPH** designated person will go directly to the hospital
  - B. If no overnight stay is indicated, an **MPH** designated person will check on status at hospital and visit as soon as possible
  - C. **MPH** Official in Charge will assign personnel to accompany family members to the hospital
  - D. **MPH** Public Relations will communicate with team, event promoter and emergency team
  - E. **MPH** Public Relations will release information to media representative(s), if needed
11. **MPH** insurance representative will be notified by designated personnel

## **SCENARIO INVOLVING PUBLIC**

1. Event promoters and local medical staff are the primary agencies for public aid and rescue
2. **MPH** personnel will offer support and assistance to the event promoter when needed
3. Dissemination of information is the responsibility of the **MPH** Public Relations representative.
4. **MPH**/Event promoter representatives will coordinate all hospital arrangements and visitation

