



# Daily Operations Briefing

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Thursday, April 2, 2020

0800 Hours

# Welcome – Planning Section Chief

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1. **Welcome & Introductions**
2. **Expected Outcomes**
  - A. Transfer of information
  - B. Hand off duties
  - C. Clarify expectations for the day
  - D. Execution of Incident Action Plan (IAP)
3. **Ground Rules**
  - A. Cell phones and radios off/silent
  - B. Minimize side-bar conversations
  - C. Stick to the agenda

Welcome!



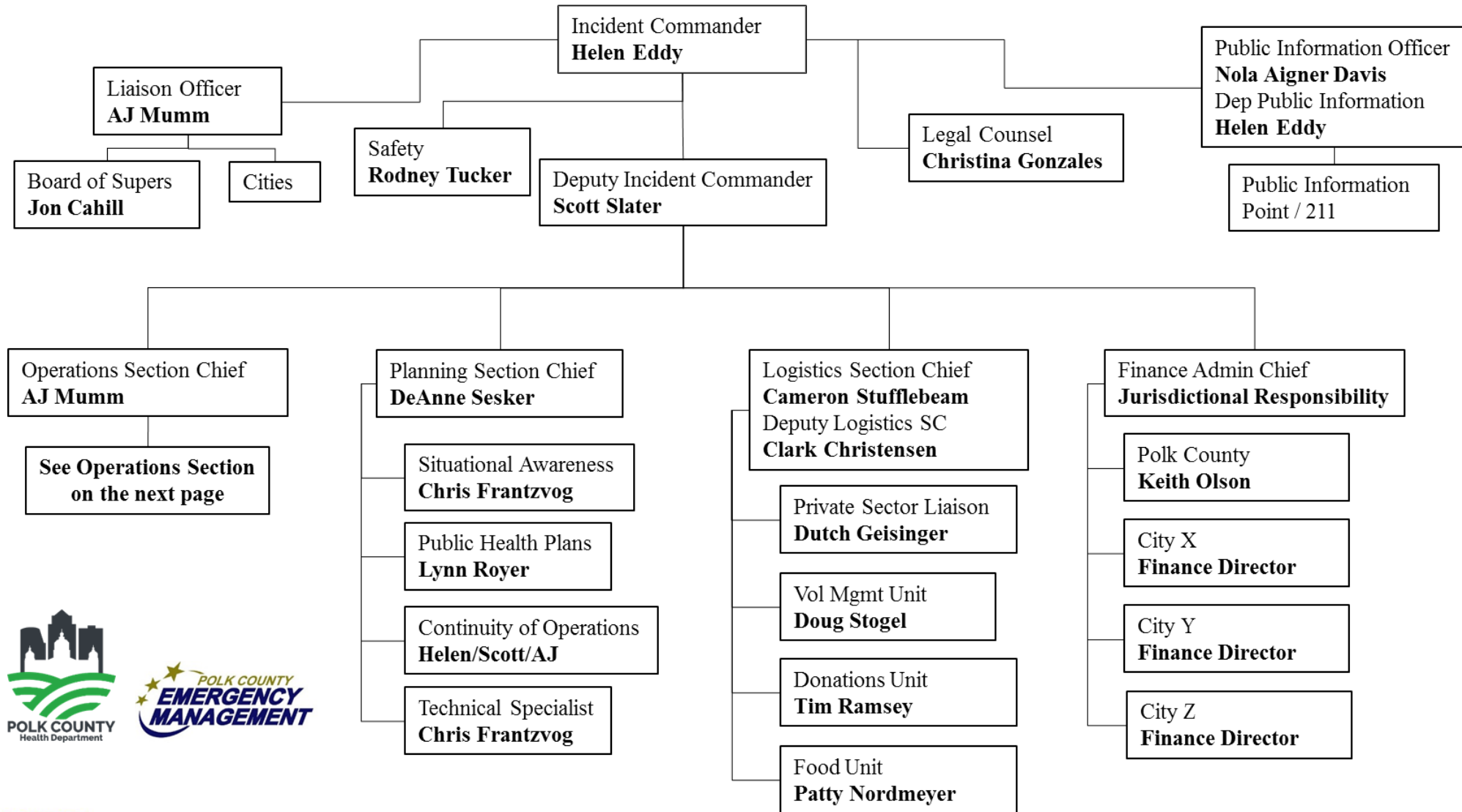
# Opening Comments

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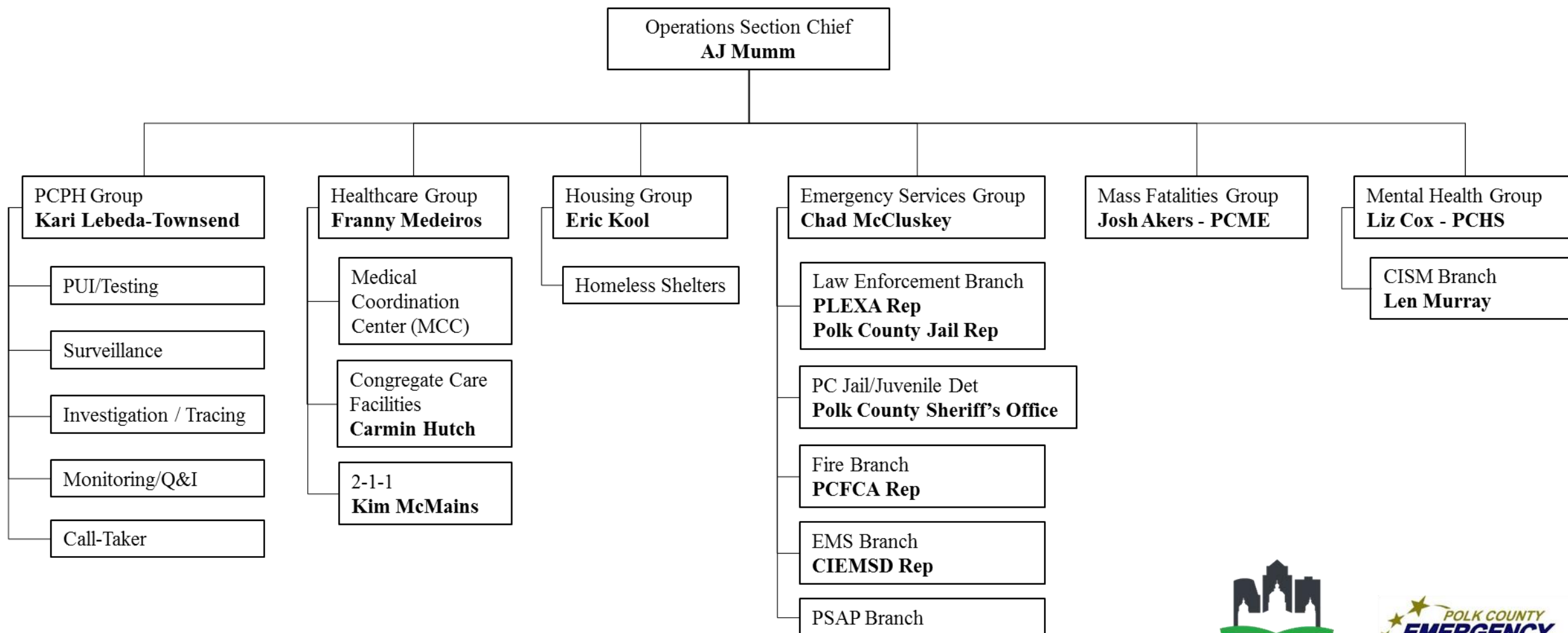
**Helen Eddy – Incident Commander**

**Polk County Public Health Director**

# CORONAVIRUS COVID-19 ORGANIZATIONAL CHART (04/01/20)



# Operations Section

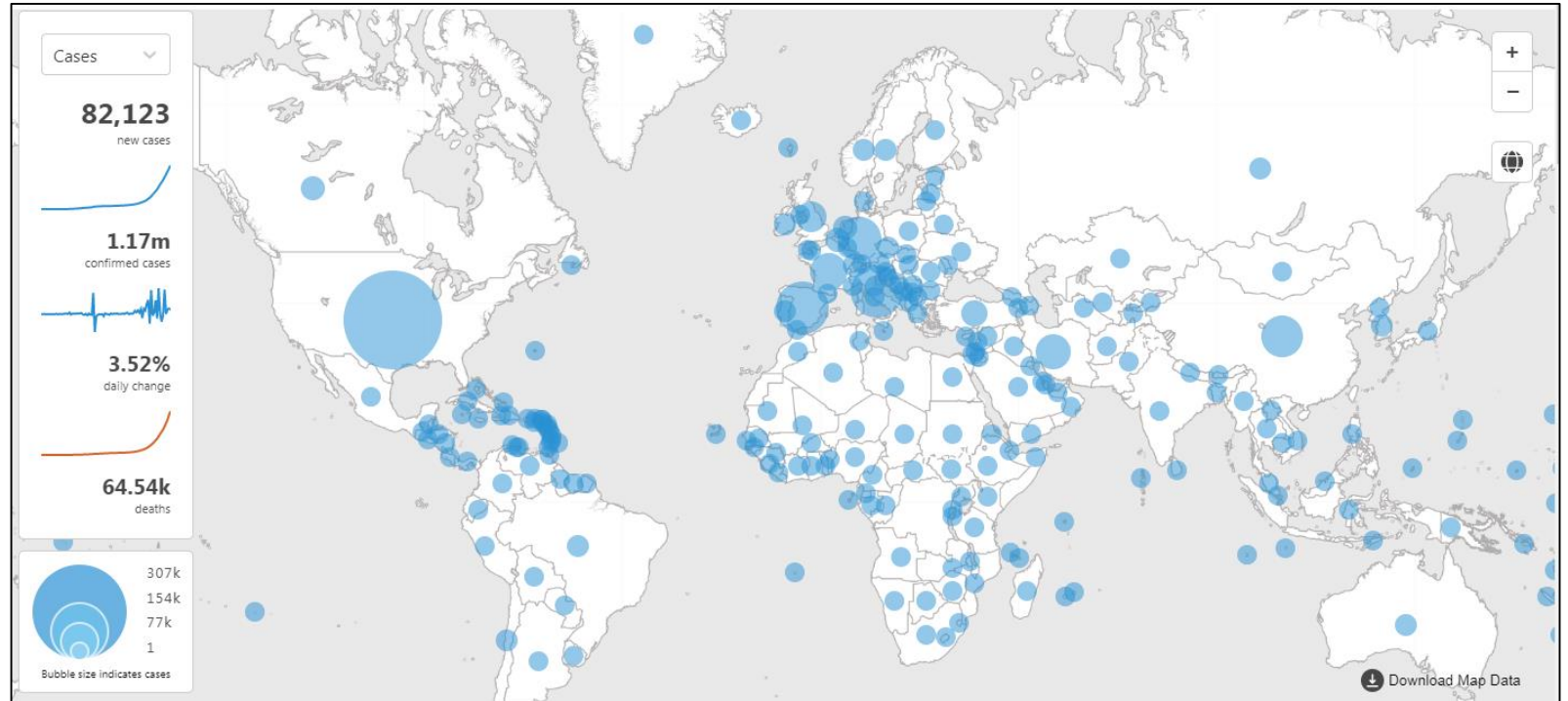




# Global Situation Update

World Health Organization

+6,275 from last Friday

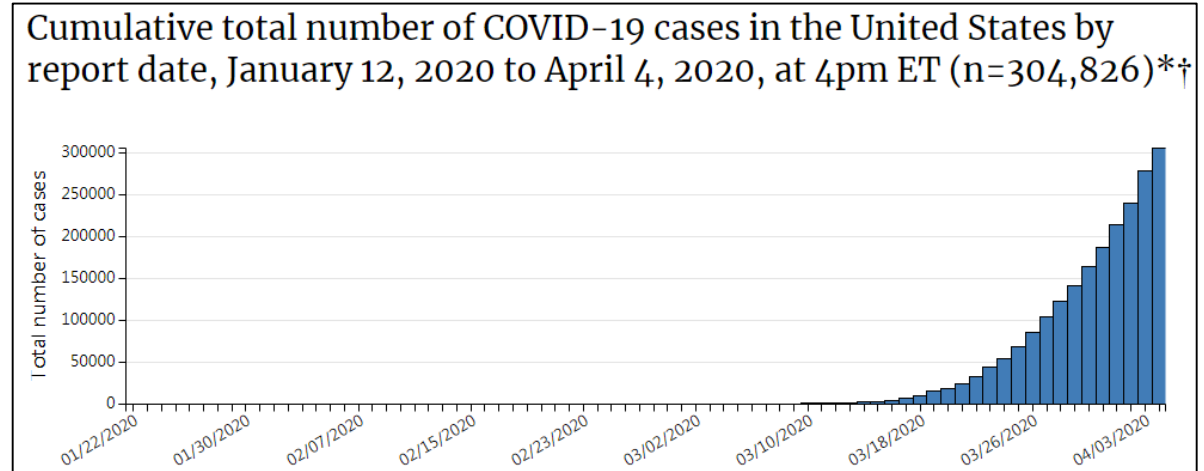
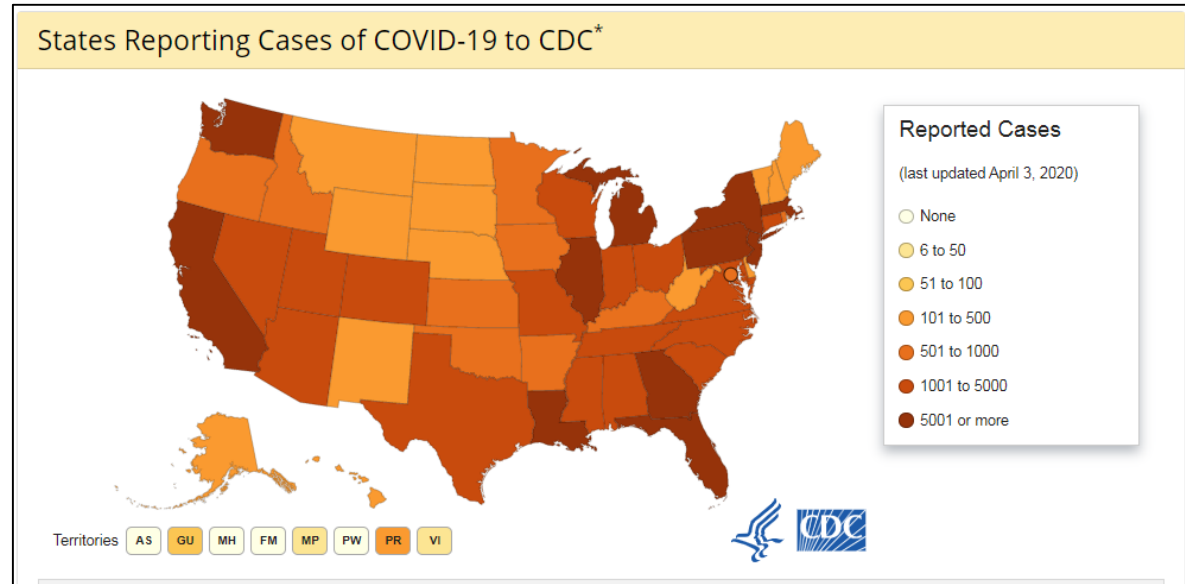


<https://experience.arcgis.com/experience/685d0ace521648f8a5beeeee1b9125cd>

# U.S.A. Situation Update

Centers for  
Disease Control  
and Prevention

Current Case  
Count: 304,826  
(+91,682 since last Fri)



<https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/cases-in-us.html>

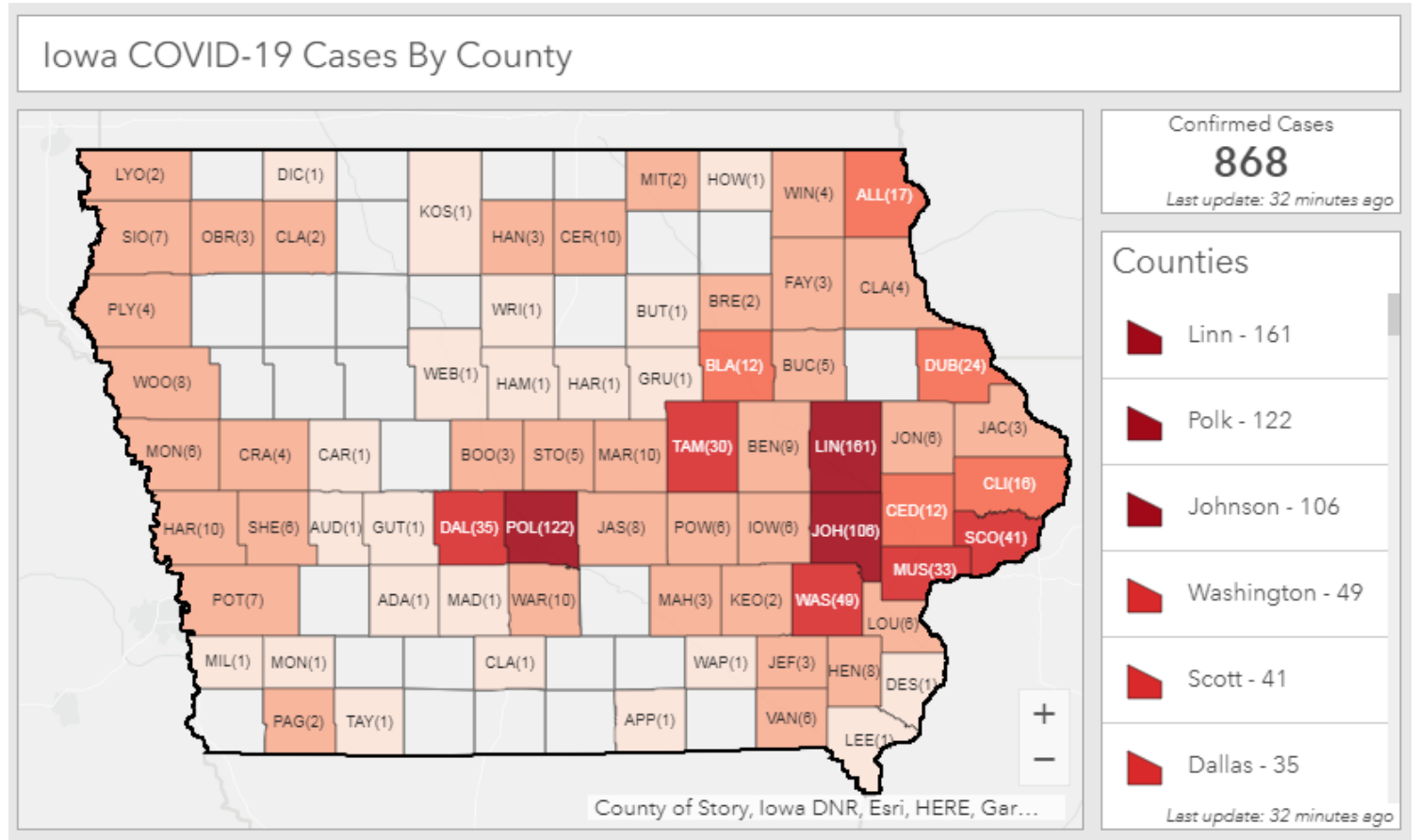
# Iowa Situation Update

## Iowa Department of Public Health

Since last Friday

Number of Confirmed COVID-19 Cases in Iowa

Confirmed	868 (+254)
Hospitalized (prev 24 hours)	91
Recovered (prev 24 hours)	74
Deaths	22 (+11)



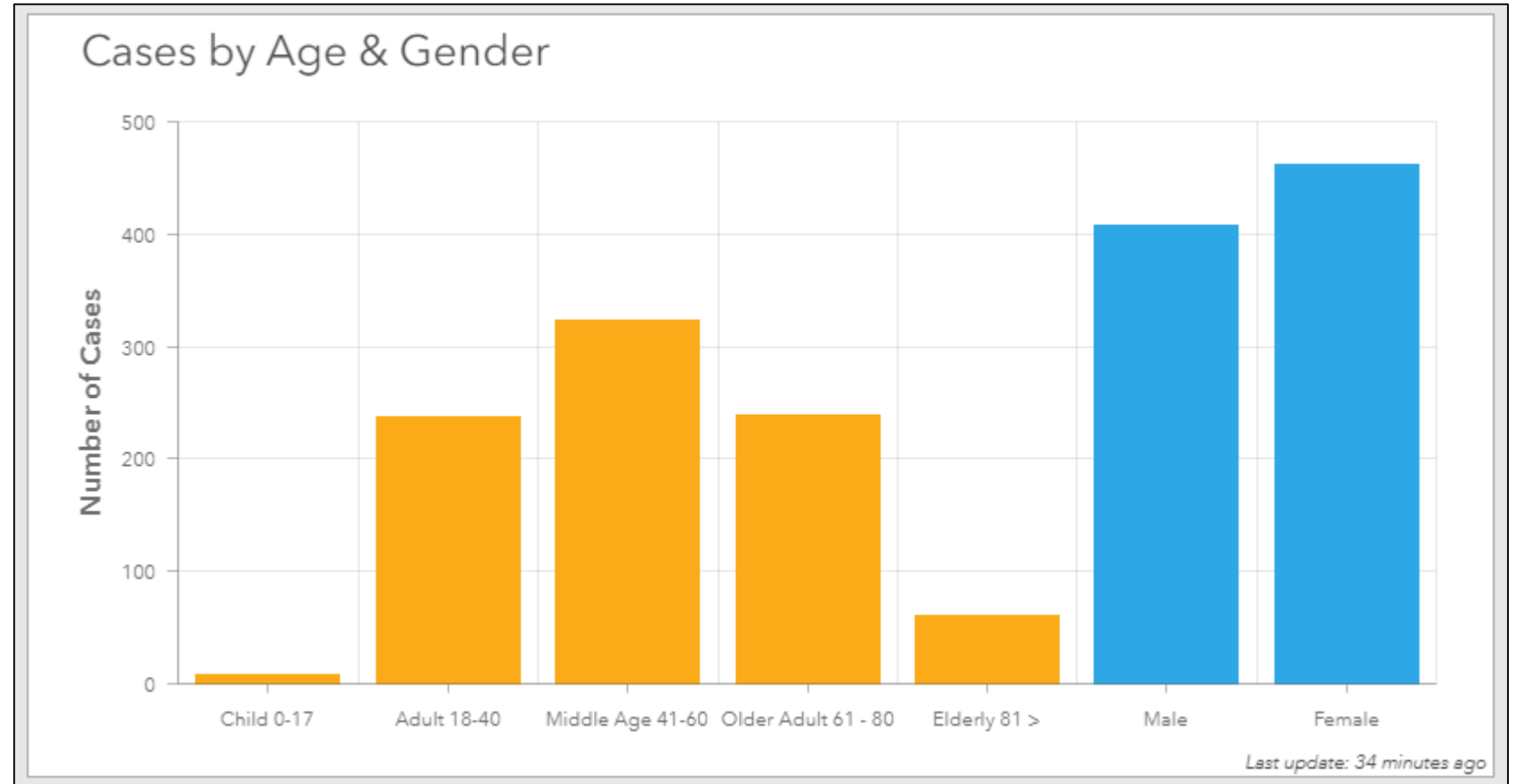
<https://idph.iowa.gov/emerging-health-issues/novel-coronavirus>



# Iowa Situation Update

## Age & Gender

Iowa Department  
of Public Health



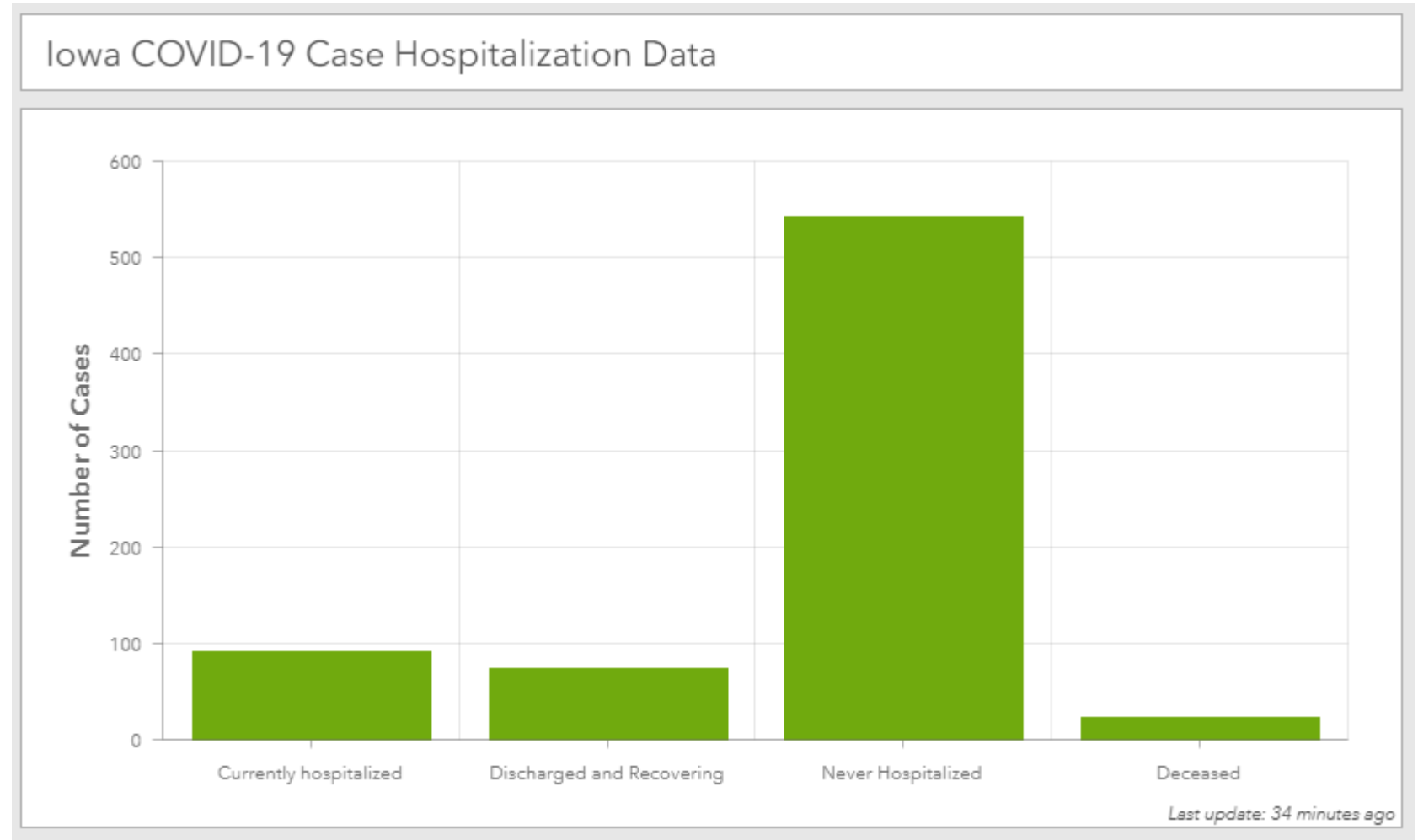
<https://idph.iowa.gov/emerging-health-issues/novel-coronavirus>

# Iowa Situation Update

Previous day's snapshot for a 24-hour period. Data is NOT cumulative.

## Hospitalization Data

## Iowa Department of Public Health



<https://idph.iowa.gov/emerging-health-issues/novel-coronavirus>

# Polk County Confirmed COVID-19 Cases



Number of Confirmed COVID-19 Cases in Polk County	
Tested	2,142 (+212 as of Friday)
Confirmed	98 (+27 since Friday)
Hospitalized (past 24 hrs only)	20 (inpatient on 4/5)
Recovered	60 (+22 since Friday)
Deaths	5

(Numbers are correct and adjusts the lag time between IDPH website updates)



# PCPH Group – Kari Lebeda-Townsend, PCHD

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## Recent Accomplishments

- Case management, contact tracing and follow-up continues
- New procedures for internal tracking system
- Finalized a process for REDCap data entry
- Added an additional RN to staff
- Locations and approaches to increase CD team staff capacity

# PCPH Group – Kari Lebeda-Townsend, PCHD



Objectives	Due Date
Addressing school return questions and children on immunization provisional waivers	Monitoring
Prepared to increase CD team staff capacity	Ongoing
Develop position job aid to document processes for continuity	4/1
Develop a flow chart, with MCC-CIEMSD, on the process of communicating test results post-transport	4/3
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
Prepare a plan that will identify and describe how your Section/Group will work virtually	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Identify successor	4/8



# Medical Coord Ctr (MCC) Group – Franny Medeiros, PCHD

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## Recent Accomplishments

- Hospital systems standardized surge plans
- Hospital Mutual Aid reviewed
- Clarification from state on regional plan process
- 2-1-1 is capturing symptomatic calls vs worried well now, which provides additional surveillance
- Hospital form from RMCC completed

# Medical Coord Ctr (MCC) Group – Franny Medeiros, PCHD



Objectives	Due Date
Collaborate with IANG LNO on regional plans within Service Area 1	ongoing
Coordinate with RMCC on their operations	ongoing
Develop position job aid to document processes for continuity	4/1
Continue PPE discussion to come to a hospital system agreement	4/3
Develop county-level surge plan	4/3
Provide guidance on the public's use of masks and disseminate. Coordinate with PIO	4/3
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
Prepare a plan that will identify and describe how your Section/Group will work virtually	4/8
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# Congregate Care Group – Carmin Hutch, PCHD

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## Recent Accomplishments

- Forthcoming

# Congregate Care Group – Carmin Hutch, PCHD



Objectives	Due Date
Call with IDPH to discuss LTC Facilities	4/3
Coordinate with Logistics on resource ordering for congregate care facilities	4/3
Test/validate virtual EOC operations	4/10
Identify successor	4/8

# Mental Health Group – Liz Cox, Polk County Health Services



## Recent Accomplishments

- Established a hotline for medical staff & emergency responders to support their own mental health
- Launched social media, PSAs and resource tool kit for mental health
- Mental health support via 211is live
- Mental health speakers for the Town Hall scheduled for 4/2 have been identified and talking points developed
- Radio and TV spots secured for the week of 3/30 – 4/2
- Published list of providers accepting new telehealth mental health patients
- Funding approved to equip consumers with phones for telehealth services
- Create a draft family plan for emergency responders



# Mental Health Group – Liz Cox, Polk County Health Services



Objectives	Due Date
Continue connecting with volunteers with home-bound people	Ongoing
Coordinate respite services for parents of kids with special needs	4/10
Equip (purchase) consumers with phones for telehealth services	4/10
Begin the development of an emergency responder and medical provider feeling appreciated and supported campaign	4/15
Connect mental health group home providers with PCPD CD Team	4/7
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
Prepare a plan that will identify and describe how your Section/Group will work virtually	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Identify successor	4/8

# Mass Fatalities Group – Dr. Joshua Akers, PCME Office

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## Recent Accomplishments

- Reached out local funeral homes to exchange information about COVID
- Spoke with Iowa Office of the State Medical Examiner (IOSME)
- Discuss National Guard plans with IOSME

# Mass Fatalities Group – Dr. Joshua Akers, PCME Office



Objectives	Due Date
Meeting with funeral homes and State ME to discuss needs moving forward	4/8
Surge plan for mass fatalities	Ongoing
Monitor death trends	Ongoing
Present Hamilton's storage options	4/6
Discuss hospital morgue storage	4/6
Discuss expediting cremations	4/8
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
Prepare a plan that will identify and describe how your Section/Group will work virtually	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Identify successor	4/8

# Housing Group – Eric Kool, Polk County Comm, Family, Youth Services

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## Recent Accomplishments

- Identify and provide entertainment options for residents
- Identified connections for client supports
- Identified discharge transportation options
- Contracts executed for security, laundry and meals for the Isolation Shelter
- Arranged alternative housing for Polk County essential employees

# Housing Group – Eric Kool, Polk County Comm, Family, Youth Services



Objectives	Due Date
Continue to interview and hire staff	Ongoing
Confirm parameters of information sharing for client support and release	3/31
Finish contract for custodial services	4/1
Develop position job aid to document processes for continuity	4/1
Coordinate with Central Intake/PHC on the expansion of rapid re-housing for families on wait lists or in shelters	Ongoing
Coordinate with PIO and BOS to share financial coaching availability	4/9
Develop a task list required for Isolation Shelter demobilization	5/1
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
Prepare a plan that will identify and describe how your Section/Group will work virtually	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10





# Emergency Services Group – Common Accomplishments

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## Recent Accomplishments

- MOA for alternative housing for emergency services completed
- Childcare options and process has been developed and distributed to all organizations
- Support and communicate 211 and other mental health resources for emergency responders

# Emergency Services Group – Common Objectives



Objectives	Due Date
Finalize first responder alternative housing plans	Ongoing
Developing CISM and family planning resources for first responders in coordination with PCHS	4/3
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
Prepare a plan that will identify and describe how your Section/Group will work virtually	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Identify successor	4/8

# Law Enforcement Branch – PLEXA



## Recent Accomplishments

- A spreadsheet was developed for mutual aid during staff shortages; PSAP collaboration for critical staffing for essential services and modeling has begun
- MOA for alternative housing for emergency services completed
- Childcare options and process has been developed and distributed to all organizations
- Support and communicate 211 and other mental health resources for emergency responders
- Position job aid to document processes developed for continuity

# Law Enforcement Branch – PLEXA



Objectives	Due Date
Finalize first responder alternative housing plans	4/3
Test/validate virtual EOC operations	4/10

# EMS Branch – CIEMSD



## Recent Accomplishments

- Confirmed process for exposure reporting for EMS providers/HC workers
- Childcare options and process has been developed and distributed to all organizations
- MOA for alternative housing for emergency services completed
- Support and communicate 211 and other mental health resources for emergency responders
- Updated process guidelines for PPE
- HIPAA clarifications posted to website
- MCC consensus on metered dose inhalers
- Confirmed the logistics app is working

# EMS Branch – CIEMSD



Objectives	Due Date
Finalize first responder alternative housing plans	Ongoing
Protocol 36 pandemic protocol for EMD	4/3
Treat/release protocol for EMS providers	4/3
Develop a flow chart, with PCHD, on the process of communicating test results post-transport	4/3
Pandemic Triage and Transport Plan	4/10
Alternative transport destinations	4/10
Test/validate virtual EOC operations	4/10

# Fire Service Branch – PCFCA



## Recent Accomplishments

- Childcare options and process has been developed and distributed to all organizations
- Support and communicate 211 and other mental health resources for emergency responders
- MOA for alternative housing for emergency services completed

# Fire Service Branch – PCFCA



Objectives	Due Date
Finalize first responder alternative housing plans	Ongoing
Test/validate virtual EOC operations	4/10



# Operations Section Chief – A.J. Mumm, Polk Co EMA

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## Recent Accomplishments

- Unification of LE, Fire and EMS strategy on Alternative Housing
- Provide working space for R-MCC
- Integrate PSAP (911 Call Centers) representatives into EOC
- Define the coordination required between Ops and Logs for resource management

# Operations Section Chief – A.J. Mumm, Polk Co EMA



Objectives	Due Date
Develop position job aid to document processes for continuity	4/1
Review epidemiological modeling data developed, review planning assumptions based on data	4/3
Merge MCC and the RMCC into the Polk County EOC physical space	4/6
Prepare to develop recovery strategies	4/10
Utilization of Air Band B, etc into alternative strategies	4/6
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
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Identify successor	4/8

# Logistics Section Chief – Cameron Stufflebeam, Polk Co EMA

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## Recent Accomplishments

- Application for ordering PPE is working
- Contact w/LTHC oversight and outreach w/MCC
- Orders and donations process vetting/refinement
- Responder alternative housing and isolation shelter logistics support
- Logistics email: **logistics@polkcountyiowa.gov**
- Request process for other items than PPE
- Job aids for Resources Unit Leader, Logistics Section Chief and Ordering Manager

# Logistics Section Chief – Cameron Stufflebeam, Polk Co EMA



Objectives	Due Date
10-day plan and re-order process	Ongoing
Alternate sourcing	Ongoing
WebEOC clean-up and entry	Ongoing
State asset delivery and distribution	Ongoing
Volunteer management process	4/2
Warehouse management process	4/2
Demobilization	4/17
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# Resource Management Status



	Total Requests	Total Requests Filled	Total Requests Partially Filled	Total Items Requested	Total Items Issued
31-Mar	18	5	13	34,236	9,967
1-Apr	17	6	11	23,428	17,428
2-Apr	8	3	5	5,303	4,704
3-Apr	23	12	11	10,398	9,171
4-Apr					
5-Apr					
Totals	66	26	40	73,365	41,270

# Logistics Section – Dutch Geisinger, Safeguard Iowa

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## Recent Accomplishments

- Maintaining Q&A on [safeguardiowa.org](http://safeguardiowa.org)
- Monitoring federal trends through FEMA CIKR and CISA calls
- Working with OSHA and DOL to answer questions for private sector
- Working with Hyatt hotels on alternative housing for medical, NG, and responders
- Acquired a list of companies that are manufacturing PPE

# Logistics Section – Dutch Geisinger, Safeguard Iowa



Objectives	Due Date
Address concerns from private sector	Ongoing
Continue adding to scam and FAQ page	Ongoing
Discussion with IEDA on recovery and messaging to businesses	Ongoing
Continue to support private sector and government requests for resources	Ongoing
Standardized processes for donations/offers	4/3
Test/validate virtual EOC operations	4/10
Identify successor	4/8

# Logistics Section – Volunteer Mgmt Unit – Doug Stogel, Polk County CFYS

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## Recent Accomplishments

- Alignment with United Way to support volunteer management



# Logistics Section – Volunteer Mgmt Unit – Doug Stogel, Polk County CFYS



Objectives	Due Date
Identifying county employees to be used as volunteers	Ongoing
Develop position job aid to document processes for continuity	4/1
Develop a volunteer management flow process	4/2
Connect with Volunteer Iowa to better understand their processes	4/1
Test/validate virtual EOC operations	4/10
Identify successor	4/8

# Logistics – Food Unit – Patty Nordmeyer

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- Sign-up at the front desk by 10:00
- Use provided, disposable utensils – do not share
- Food schedule
  - Friday – Drake Diner
  - Monday – Ted's Coney Island
  - Tuesday – B&B Deli

# Planning Section Chief – DeAnne Sesker, Polk Co EMA

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## Recent Accomplishments

- Developed position job aid for continuity
- Established a process to collect, prepare and produce incident documentation on a daily basis

# Job Aids and Successors

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- Job Aids

- Planning Section
- Finance/Admin
- PIO

- Successors Identified

# Planning Section Chief – DeAnne Sesker, Polk Co EMA



Objectives	Due Date
Gather Group accomplishments and objectives for next day	Ongoing
Prepare for the next day's daily briefing	Ongoing
Conduct Weekly Stakeholder Briefing	Every Tuesday
Prepare for Tuesday's Stakeholder Briefing	Every Monday
Collaborate with each Section Chief or Group Supervisor to prepare for virtual operations	4/8
Identify successor	4/8
Conduct 4/10 morning briefing virtually	4/10

# Finance Section – Keith Olson, Polk County Auditor's Office and Scott Slater, Polk County Public Health

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## Recent Accomplishments

- COVID-19 Crisis Response Supplemental Funding contract from IDPH on BOS 4/7/2020 agenda
- Review funding parameters
- Work with staff to identify needs and appropriate expenditures
- Developed a plan with Auditor's Office to assure eligible expenditures are being captured and coded to supplemental health grant

# Finance Section – Keith Olson, Polk County Auditor’s Office and Scott Slater, Polk County Public Health



Objectives	Due Date
Gathering costs from each partner on projected costs per activity and initial IDPH approval	Ongoing
Coordinate between Housing Group F/A and BOS re: reimbursement and stimulus impacts	Ongoing
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
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Identify successor	4/8

# Public Information Officer – Nola Aigner Davis, Polk Co Health

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## Recent Accomplishments

- Town Hall meetings
- Working with JIC to answer media requests
- Social media graphics/website updates
- Added financial resources to website



# Public Information Officer – Nola Aigner Davis, Polk Co Health



Objectives	Due Date
Working with refugee/immigrant population	Ongoing
Update website and social media	Ongoing
Use of masks for the public w/MCC	4/3
PSA for Financial Empowerment Center	4/7
Conduct a financial Town Hall	4/9
Media campaign for schools and mental health	4/9
Identify the technology that is required for your Section/Group to work virtually and identify gaps	4/6
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# Current Focus Areas - PSC

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- COVID-19 testing
- Alternative housing
- Surge capacity
- Resource management
- Continuity Planning

# Ongoing Initiatives - PSC

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- Rumor control
- Law Enforcement
- Critical infrastructure
- Food pantry (monitoring)

# Emerging Priorities - PSC

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- Ethics/Crisis Standards of Care
- Mass fatality planning
- Recovery planning
- Demobilization

# Safety Officer – Polk County Risk Management

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## Safety Top 5

1. Wash your hands / use sanitizer frequently
2. Take your temp –  $\leq 100.4$
3. Sleep
4. Monitor stress
5. Drink water / healthy foods

## Hazardous Weather Outlook

### Today

Scattered showers, high near 64.

### Tuesday - Wednesday

Sunny Tuesday high near 80;  
Wednesday chance of thunderstorms  
in the afternoon sunny, high of 70,  
gusty winds

### Spotter Activation Statement

- Spotter Activation is not expected

# Policy Group – Supervisor Matt McCoy, Polk Co BOS

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1. Reviewing stimulus package and will be pushing out messaging
2. Master agreement with Marriott Courtyard -Ankeny for Polk County employees who may be exposed
3. Remote notary services are now available
4. Alternative election location and staff planning
5. CISS numbers are high; will look for ways to support
6. \$40M for Iowa to support homelessness needs/housing
7. Traffic is down 40%; car sales are also down 40% - impacts future county projects
8. Recovery – guidance for re-opening or alternative options until re-opening for various businesses/attractions
9. Information on/help with financial crisis management for families
10. Election planning

# Weekly Meetings at a Glance



	Monday	Tuesday	Wednesday		Thursday	Friday
800	Daily Briefing	Daily Briefing	Daily Briefing		Daily Briefing	Daily Briefing
830						
900						
930						
1000			Healthcare Coalitions/IDPH			
1030		Weekly Stakeholders Briefing				
1100						
1130						
1200	Law Enforcement	Shelters	Law Enforcement			Law Enforcement
1230						
1300		Critical Infrastructure	County EMA/HSEMD		Dallas County Briefing	
1330						
1400	Chief Medical Officers	Chief Medical Officers	Chief Medical Officers		Chief Medical Officers	Chief Medical Officers
1430						
1500						
1530				Mass Fatalities		
1600	EMS	EMS	EMS			EMS
1630						
1700						

# BIG WINS!



What	Who
2-1-1 for the public, clinical and responder audiences	Healthcare and Mental Health Groups
Town Halls/media coverage	PIO
Isolation Shelter	Housing Group
Social media and PCHD website	PIO
Partnering with United Way for volunteer management	Volunteer Management Branch
Establishment of the Medical Coordination Center in the EOC	Healthcare Group
Development of the resource ordering application and process	Healthcare Group Logistics Section
Identified alternative housing for first responders	Emergency Services Branch

What	Who
Clarification on exposure criteria for responders	CIEMSD
Ongoing capture of successes/best practices	Planning Section Chief
Mitigation strategies implemented	County Jail and Juvenile Detention
Emerging Infectious Disease Surveillance tool	CIEMSD
Strong and resilient Communicable Disease Team nurses	Communicable Disease Team



# Q&A



# Closing Comments

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Adjourn