

# Daily Operations Briefing

April 20, 2020 0800 Hours



#### **Welcome – Planning Section Chief**

#### 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





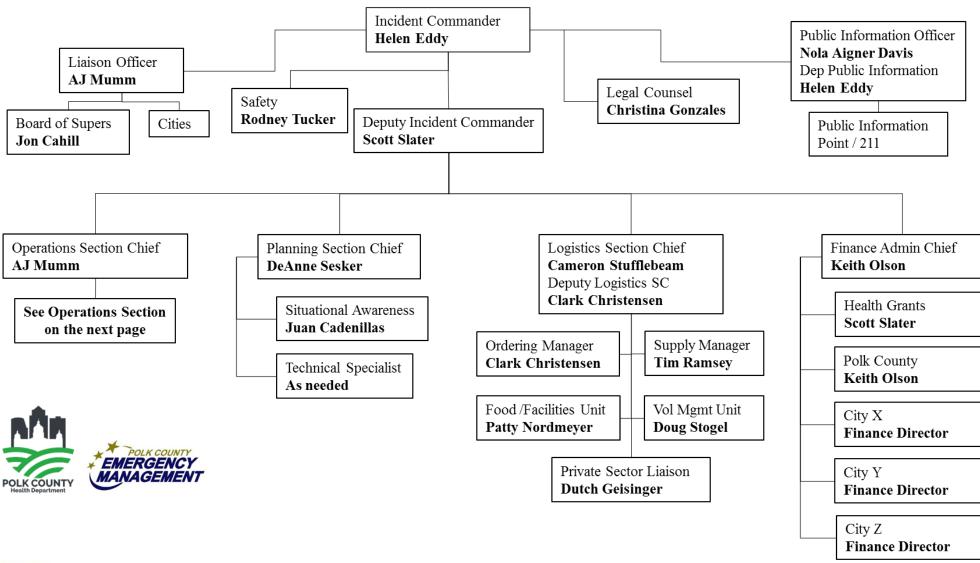


# **Opening Comments**

**Helen Eddy – Incident Commander Polk County Public Health Director** 

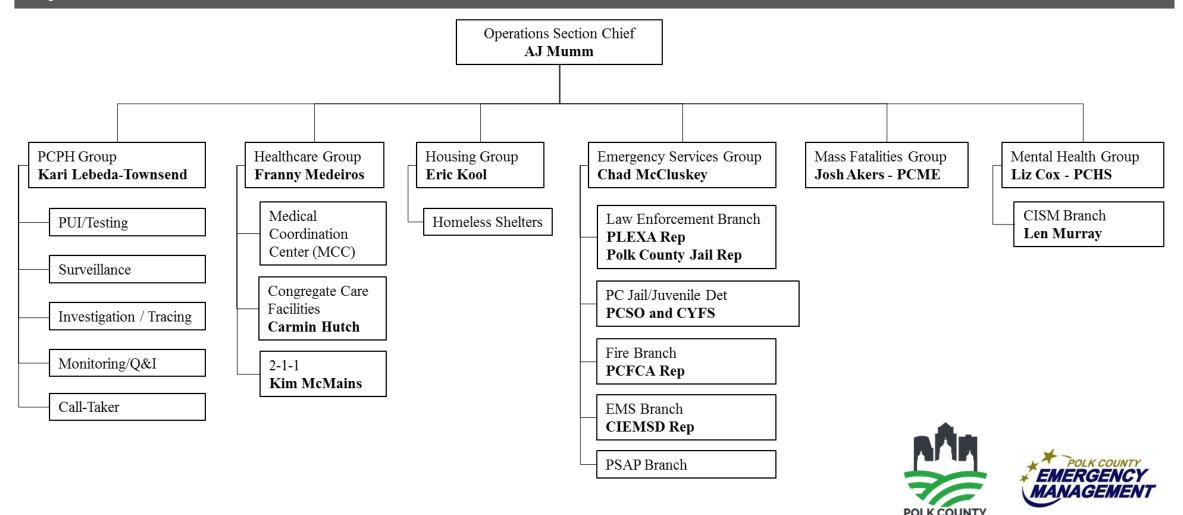


#### CORONAVIRUS COVID-19 ORGANIZATIONAL CHART(04/20/20)





#### **Operations Section**

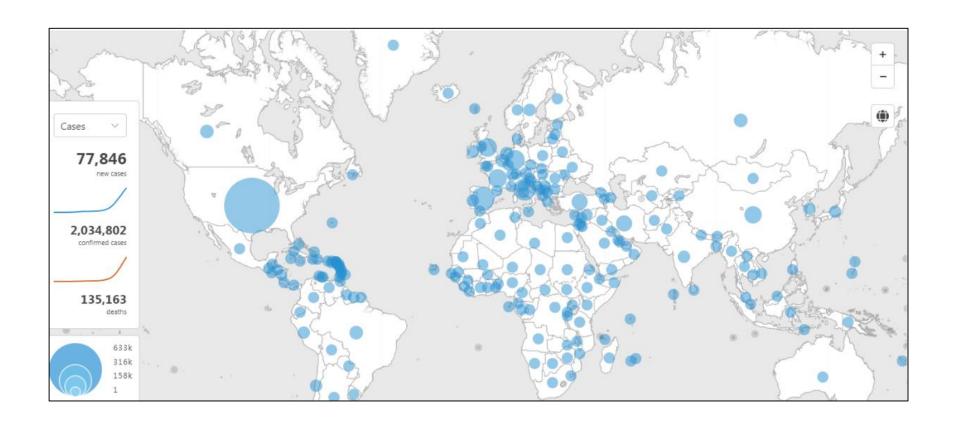




#### Global Situation Update

World Health Organization

+250,408 new cases Since Friday



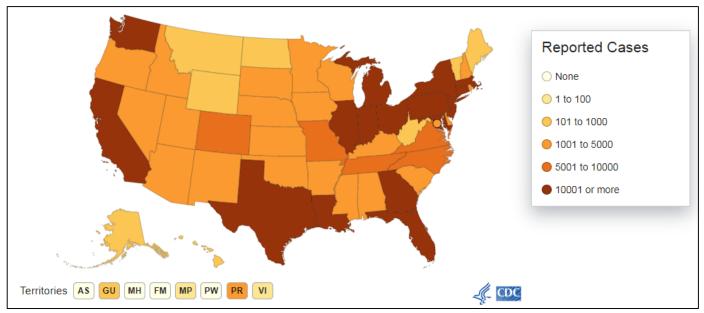
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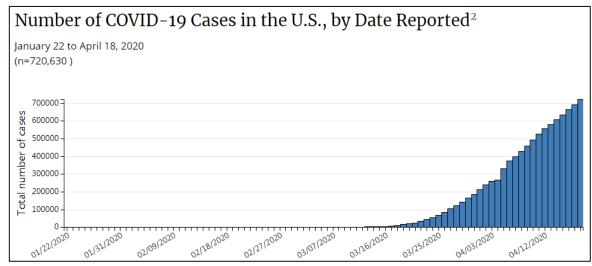


# U.S.A. Situation Update

#### Centers for Disease Control and Prevention

Current Case
Count: 632,548
(+88,082 since previous day)





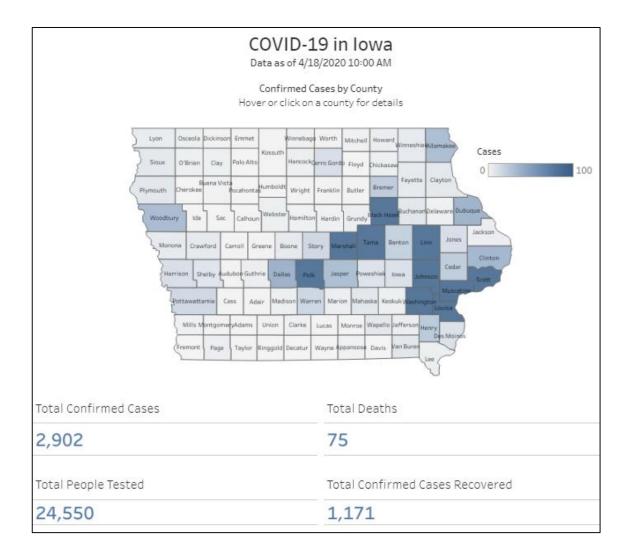
https://www.cdc.gov/coronavirus/2019-ncov/cases-updates/cases-in-us.html



# **Iowa Situation Update**

## Iowa Department of Public Health

Number of Confirmed COVID-19 Cases in Iowa (since Fri)	
Confirmed	2,902 (+761)
Deaths	75 (+15)
Recovered	1,171 (+184)

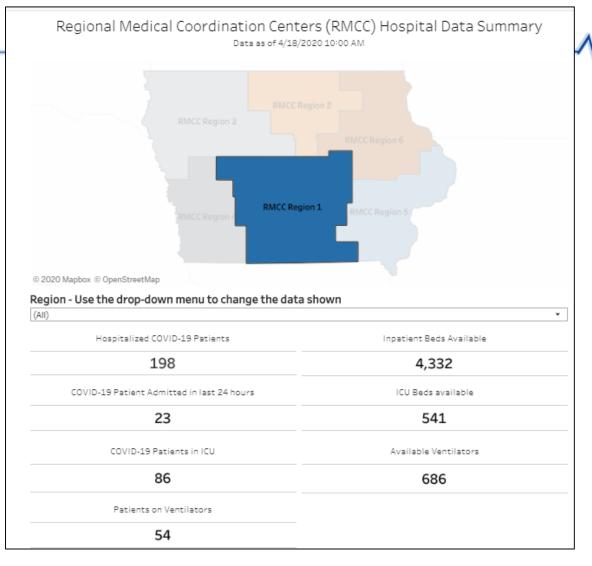


https://idph.iowa.gov/emerging-health-issues/novel-coronavirus



#### **RMCC Region 1 Status**

RMCC Hospital Data as of 4/18/20	
Hospitalized	198 (+23)
ICU	86 (+2)
Ventilated	54 (+6)





#### **Polk County Confirmed COVID-19 Cases**

Number of Confirmed COVID-19 Cases in Polk County		
Tested	4004 (as of Friday a.m.)	
Confirmed	403 (+116 since Friday)	
Active cases	271 (+103)	
Recovered	132 (+13 as of Friday)	
Hospitalized (past 24 hrs only)	36 (as of 4/19)	
Deaths	15 (+5 as of Friday)	

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





#### PCPH Group – Kari Lebeda-Townsend, PCHD

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- 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
Identify the technology that is required for your Section/Group/CD Team 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
Identify successor	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Make necessary corrections from Friday s virtual test	4/13
Process with PCME to verify cases	4/15
Reorganize tasks/expectations due to new staff	4/22



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#### **Congregate Care Group – Carmin Hutch, PCHD**

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#### **Recent Accomplishments**

• Managing 18 impacted facilities



#### **Congregate Care Group – Carmin Hutch, PCHD**



Objectives	Due Date
Daily calls with LTC impacted facilities	Ongoing
Identify successor	4/8
Coordinate with Mental Health Group on transport of group home patients	4/9
Provide guidance to group homes on staffing recommendations and how to minimize exposure to" narrow the web across group home locations/patients	4/14
Train new staff that will be brought in to expand capabilities	4/22
Define process with logistics and staffing requests	4/22

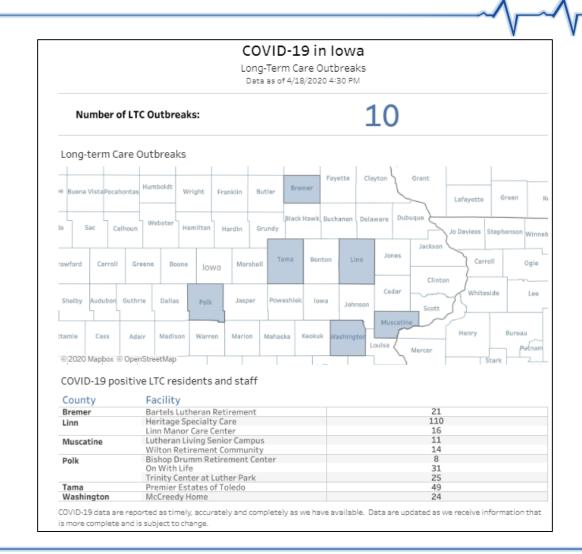


#### **Congregate Living Cases and Outbreaks**

(including LTC Facilities)

Polk County Facilities Impacted - Currently	
Total Facilities Impacted	18
Facilities Currently Monitored	17
<ul> <li>Facilities with cases; no outbreak</li> </ul>	11
<ul> <li>Facilities with a confirmed outbreak*</li> </ul>	6
*outbreak = 3 or more confirmed cases	

Polk County Facility Case Counts – Since Friday	
Total Cases in Facilities	133 (+37)
Total Residents	90 (+29)
Total Staff	43 (+8)
Deaths	11 (+4)





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

- Hospital systems standardized surge plans
- 2-1-1 is capturing symptomatic calls vs worried well now, which provides additional surveillance
- Airway bypass added to EMResource
- Capturing data on a daily basis
- Non-traditional hospital surge plan completed

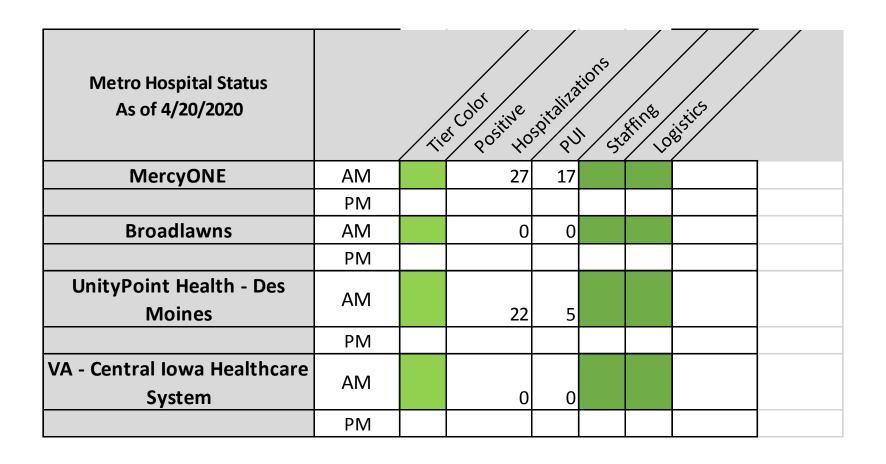


#### Medical Coord Ctr (MCC) Group – Franny Medeiros, PCHD

Objectives	Due Date
Collaborate with IANG LNO on regional plans within Service Area 1	Ongoing
Coordinate with RMCC on their operations	Ongoing
Coordinate with LTC facilities	Ongoing
Continue PPE discussion to come to a hospital system agreement	Ongoing
Implement Ethical Standards of Care within the hospitals; awaiting IDPH guidance	Ongoing
Develop position job aid to document processes for continuity	4/1
Gather and share information from IDPH on PPE re-usage	4/13
Develop and approve an alternate care site plan	4/17
Developing the processes for the non-traditional surge plan	4/20
Revisiting Community-based testing sites	4/23



#### Metro Hospital Status Report





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

- 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
- Published list of providers accepting new telehealth mental health patients
- Funding approved to equip consumers with phones for telehealth services
- Finalized and shared a draft family plan for emergency responders
- Connected mental health group homes with Operations PCHD
- Coordinated respite services for parents of kids with special needs
- Succession planning/successor identified
- Developed a Facebook filter and "care" package of printables for healthcare provider appreciation
- Presented, with EMA, to the Des Moines Partnership



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

Objectives	Due Date
Continue connecting with volunteers with home-bound people	Ongoing
Equip (purchase) consumers with phones for telehealth services	Ongoing
Coordinate with Legal Aid	Ongoing
Review protocols with EMS and Group Home providers	4/10
Developing bereavement materials for group home residents	4/22
Identify staff members to support CD Team	4/22
Develop communications to support families and children in response to school closures	4/22
Meet with group home executive directors and managers 1:1 to emphasize, support and suggest public health practices to implement	4/24



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

- 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
- Identified Hamilton's Funeral Home Mitchellville location as overflow



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

Objectives	Due Date
Surge plan for mass fatalities	Ongoing
Monitor death trends	Ongoing
Meeting with funeral homes and State ME to discuss needs moving forward	4/20
Coordinate with PCGS regarding the logistics for receipt of a refrigerated truck	4/20
Funeral homes reporting burn rates to determine PPE needs	4/20
Coordinate with Congregate Group on procedure to notify funeral directors; consider MCC model	4/20



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

- Identify and provide entertainment options for residents
- Identified connections for client supports MIS
- Identified discharge transportation options
- Contracts executed for security, laundry and meals for the Isolation Shelter
- Approved alternative housing for Polk County essential employees
- Distributed a memo to hospitals and clinics regarding the isolation shelter and direct referrals



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

Objectives	Due Date
Continue to interview and hire staff	Ongoing
Coordinate with Central Intake/PHC on the expansion of rapid re-housing for families on wait lists or in shelters	Ongoing
Creating a process to distribute refugee grants for outreach and support	Ongoing
Share the alternate housing for county employees	4/17
Meet with MCC to review modeling to determine alternative solutions to sheltering	4/22
Reach out to those counties who may have self-referral homeless coming to Polk County	4/22
Completing the refugee grant application	4/24
Develop a task list required for Isolation Shelter transition/demobilization; coordinate with Logistics	5/1



#### **Emergency Services Group – Common Accomplishments**

- Primary alternative (Phase 1) housing location for emergency services is open and ready to receive responders
- Childcare options and process has been developed and distributed to all organizations
- Support and communicate 211 and other mental health resources and family planning for emergency responders (CISM and peer support)
- LE agency tiered mutual aid response provided to PSAPs via E911 Coordinator (FD/EMS Teams Cards already in place)
- Shared emergency services dashboard to all stakeholders

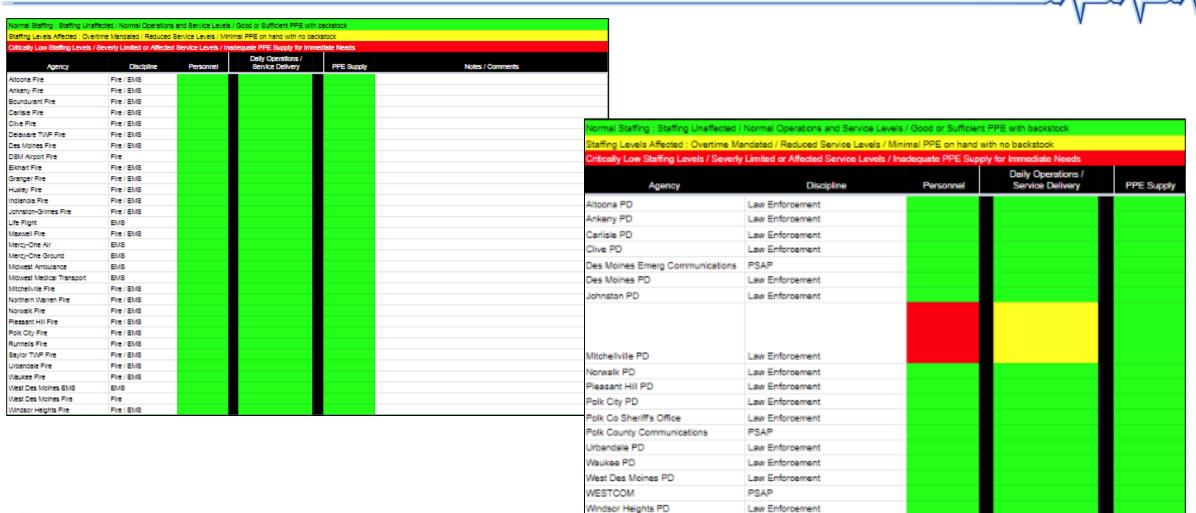
#### **Emergency Services Group – Common Objectives**



Objectives	Due Date
Plans for secondary locations for first responder alternative housing	Ongoing
Participate in State call re: testing	4/20



#### **Emergency Services Dashboard**





#### **EMS Branch – CIEMSD**

- Primary alternative (Phase 1) housing location for emergency services is open and ready to receive responders
- Confirmed process for exposure reporting for EMS providers/HC workers
- Childcare options and process has been developed and distributed to all organizations
- Support and communicate 211 and other mental health resources for emergency responders
- Confirmed the logistics app is working
- Approval of medical directors to implement assess and refer protocol
- Airway Management Diversion Protocol implemented
- Assess and refer protocol approved and disseminated



#### **EMS Branch – CIEMSD**



Objectives	Due Date
Protocol 36 pandemic protocol for EMD- PSAPs- waiting on PSAPs	4/20
Revisit the notification algorithm to notify providers of a positive test, to include LTC facilities	4/17
Alternative transport destinations; waiting on health systems	4/20



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

- 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
Identify successor	4/8
Prepare to develop recovery strategies	4/10
Discussion with Operations Section of how to coordinate virtually	4/10
Create video for resource request and fulfillment process	4/14
Utilize data from MCC and Logistics regarding PPE	4/10
Work with Logs and Congregate Group on PPE dashboard status and the communications loop	4/17
Revisit the community based testing plans	4/17
Submit questions to state regarding CBTS	4/17
Coordinate a meeting with Dallas county re: facility coordination between counties	4/21



#### Logistics Section Chief – Cameron Stufflebeam, Polk Co EMA

- Contact w/LTHC oversight and outreach w/MCC
- Guidance for resource requests was distributed via DLAN
- Community Lifelines\* have been added to the Priority 2 PPE group
  - \*FEMA definition
- Large donations are being offered
- Placed an order for PPE via the county vendor
- Quick turn to provide PPE to a "hot spot" within 3 hours
- Emergency fills for LTC Facilities





#### Logistics Section Chief – Cameron Stufflebeam, Polk Co EMA

<b>Objectives</b>	Due Date
10-day plan and re-order process, Alternate sourcing, WebEOC clean-up and entry State asset delivery and distribution	Ongoing
Volunteer management process documented	4/2
Warehouse management process documented	4/2
Prepare a plan that will identify and describe how your Section/Group will work virtually	4/8
Identify successor	4/8
"Push pack inventory and process for congregate facilities	4/10
Work with Ops and Congregate Group on LTC status and communications loop	4/20
Demobilization planning	5/1



#### **Resource Management Status**

	Total Requests	Total Requests Filled	Total Requests Partially Filled	Total Items Requested	Total Items Issued
3/31/2020 - 4/15/20	176	95	81	132,933	84,073
16-Apr	6	5	1	4,527	4,492
17-Apr	11	5	6	8,891	8,411
18-Apr	2	2	-	1,254	1,254
19-Apr	1	1	-	-	-
20-Apr					
21-Apr					
22-Apr					
23-Apr					
24-Apr					
Totals	195	107	88	147,605	98,230



#### Logistics Section – Dutch Geisinger, Safeguard Iowa

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- Maintaining Q&A on safeguardiowa.org
- Monitoring federal trends through FEMA CIKR and CISA calls
- Working with OSHA and DOL to answer questions for private sector
- Working with Hawkeye hotels on alternative housing for medical, NG, and responders
- Acquired a list of companies that are manufacturing PPE
- Organizations will share messaging about not hoarding food/supplies
- Receiving 4,350 face shields and 30,000 masks from John Deere



#### Logistics Section – Dutch Geisinger, Safeguard Iowa

<b>Objectives</b>	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
Identify specific donors for needed items	Ongoing
Share guidance from IDPH on the reporting requirements of absenteeism from employers	4/15



#### **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
  - Monday El Bait Shop
  - Tuesday Great Caterers of Iowa



### Planning Section Chief – DeAnne Sesker, Polk Co EMA

#### **Recent Accomplishments**

- Developed position job aid for continuity
- Established a process to collect, prepare and produce incident documentation on a daily basis
- Validated that EOC daily planning meetings can be conducted virtually



## 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
Prepare for Tuesday s Stakeholder Briefing	Every Monday
Conduct Weekly Stakeholder Briefing	Every Tuesday
Prepare and publish the weekly IAP	Every Tuesday
Identify successor	4/8
Meet with Section Chiefs and Group Supervisors to begin collecting AAR content	4/13



# **Weekly EOC Status**

- Monday and Tuesday staffed
- Wednesday Friday meet half-day



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

#### **Recent Accomplishments**

- COVID-19 Crisis Response Supplemental Funding contract approved by BOS 4/7/2020
- Reviewed funding parameters and 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
- Polk County government has completed a Request for Public Assistance (RPA) to FEMA coverall all county departments
- All \$160K of IDPH supplemental funds are obligated

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

<b>Objectives</b>	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
Coordinate non-congregate shelter application process	4/20



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

#### **Recent Accomplishments**

- Working with JIC to answer media requests
- Social media graphics/website updates
- Ongoing conversations with refugee/immigrant organizations to provide COVID-19 resources
- Interpretation call line established
- Financial Town Hall completed on 4/14 on KCCI FB Live
- Completed Univision video for Spanish PSAs on COVID



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

Objectives	Due Date
Working with refugee/immigrant population	Ongoing
Update website and social media	Ongoing
Work on MCC communication needs with JIC	Ongoing
Work with refugee messaging and information sharing	Ongoing
PSA for Financial Empowerment Center	4/17
Create a video on the resource request/donation process with Logistics Section	4/17
Coordinate with BOS to develop a universal video on the use of PPE for polling sites	4/24
Work with the Crisis and Advocacy Center to develop messaging	4/23



#### **Current Focus Areas - PSC**

- COVID-19 testing
- Surge capacity
- Resource management
- Continuity Planning
- Ethics/Crisis Standards of Care
- Food pantry (monitoring)
- Congregate facilities



## **Ongoing Initiatives - PSC**

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- Rumor control
- Law Enforcement
- Critical infrastructure
- Mass fatality planning
- Alternative housing



#### **Emerging Priorities - PSC**

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- Demobilization
- Recovery



## Safety Officer – Polk County Risk Management

## Safety Top 5

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

## Hazardous Weather Outlook Today

Showers this morning, becoming sunny w/high near 66 and gusty winds; high around 37.

#### Tuesday - Wednesday

Tuesday – Sunny, high near 59; low near 46.

Wednesday – Chance of rain in the afternoon, high near 72; low near 48

#### **Spotter Activation Statement**

Spotter Activation is not expected



### Policy Group – Supervisor Matt McCoy, Polk Co BOS

- 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. Alternative election location and staff planning
- 4. CISS numbers are high; will look for ways to support
- 5. \$40M for Iowa to support homelessness needs/housing
- 6. Recovery guidance for re-opening or alternative options until re-opening for various businesses/attractions
- 7. Information on/help with financial crisis management for families; developing PSAs
- 8. Election planning
- 9. Immigrant/refugee messaging
- 10. Small business grants being developed; non-profit support
- 11. Federal advocate to breakdown the CARES Act
- 12. Strengthen messages to business community and refugee employees
- 13. BOS participating in a SBA project focused on sole proprietors and business grants
- 14. Updating employee policy on how to handle a positive, presumed positive or exposure
- 15. Applying for a collaborative grant with DMARC and Food Bank
- 16. Recovery start-up process to begin



# Weekly Meetings at a Glance

	Monday	Tuesday		Wedne	esday	Thursday	Friday
800 830	Daily Briefing	Daily Briefing		Daily Brie	efing (Z)	Daily Briefing (Z)	Daily Briefing
900				County EMA /			
930		State CBTS (C)		HSEMD (C)	State	State CBTS (C)	State CBTS (C)
1000		State CD13 (C)			CBTS (C)	Otate 0210 (0)	Ctate OB 10 (O)
1030		Weekly					
1100	Gov Press Conference	Stakeholders Briefing (Z)	Gov Press Conference	Gov Press 0	Conference	Gov Press Conference	Gov Press Conference
1130	Control Crioc					Controloc	Controloc
1200	Law Enforcement (C)	Shelters (C)		Law	HCC /		Law Enforcement
1230				Enforcement (C)	IDPH (Z)		(C)
1300		Critical Infrastructure Partners (Z)		Food Ba	ank (C)	Dallas County Briefing (Z)	
1330							
1400		Chief Medical Officers (C)				Chief Medical Officers (C)	
1430							
1500							
1530				Mass Fatalities (Z)			
1600		EMS	(7)	Mass Fatalities (2)			
1630		2,400					
<del>-</del> 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
Non-traditional hospital surge plan - DRAFT	Healthcare Group

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
Airway bypass added to EMResource	Healthcare Group— CIEMSD
MOAs returned from all partners	Healthcare Group- MCC
Logistics ordering process communicated	Logistics









# **Closing Comments**

Adjourn

