



Daily Operations Briefing

Thursday, April 2, 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

Welcome!

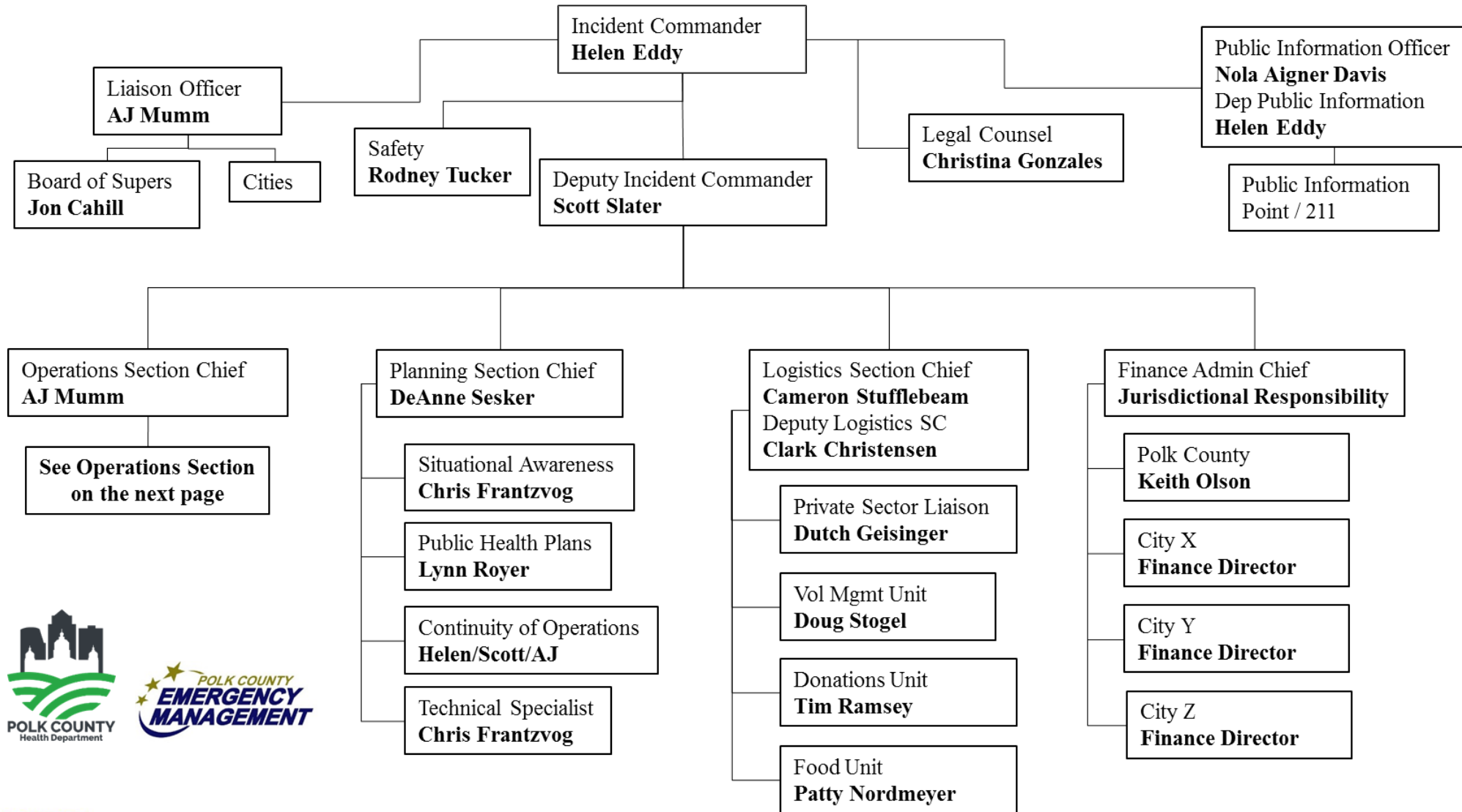


Opening Comments

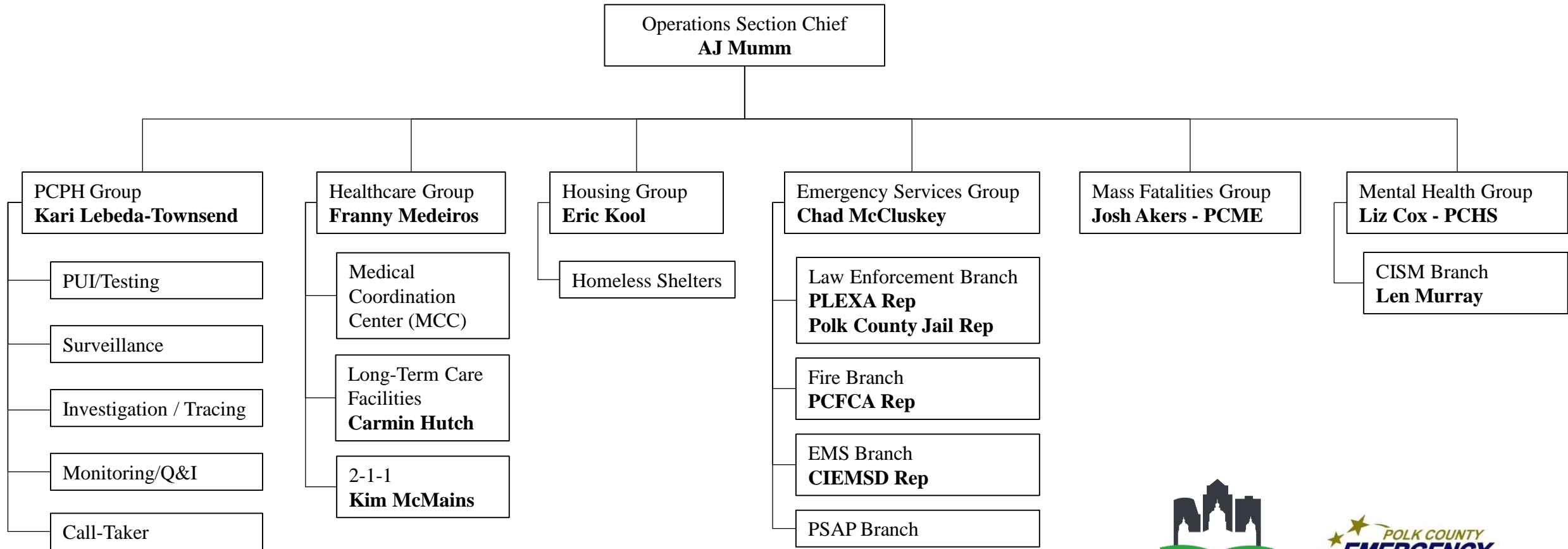
Helen Eddy – Incident Commander

Polk County Public Health Director

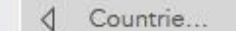
CORONAVIRUS COVID-19 ORGANIZATIONAL CHART (04/01/20)



Operations Section



**+74,281 from
previous day**

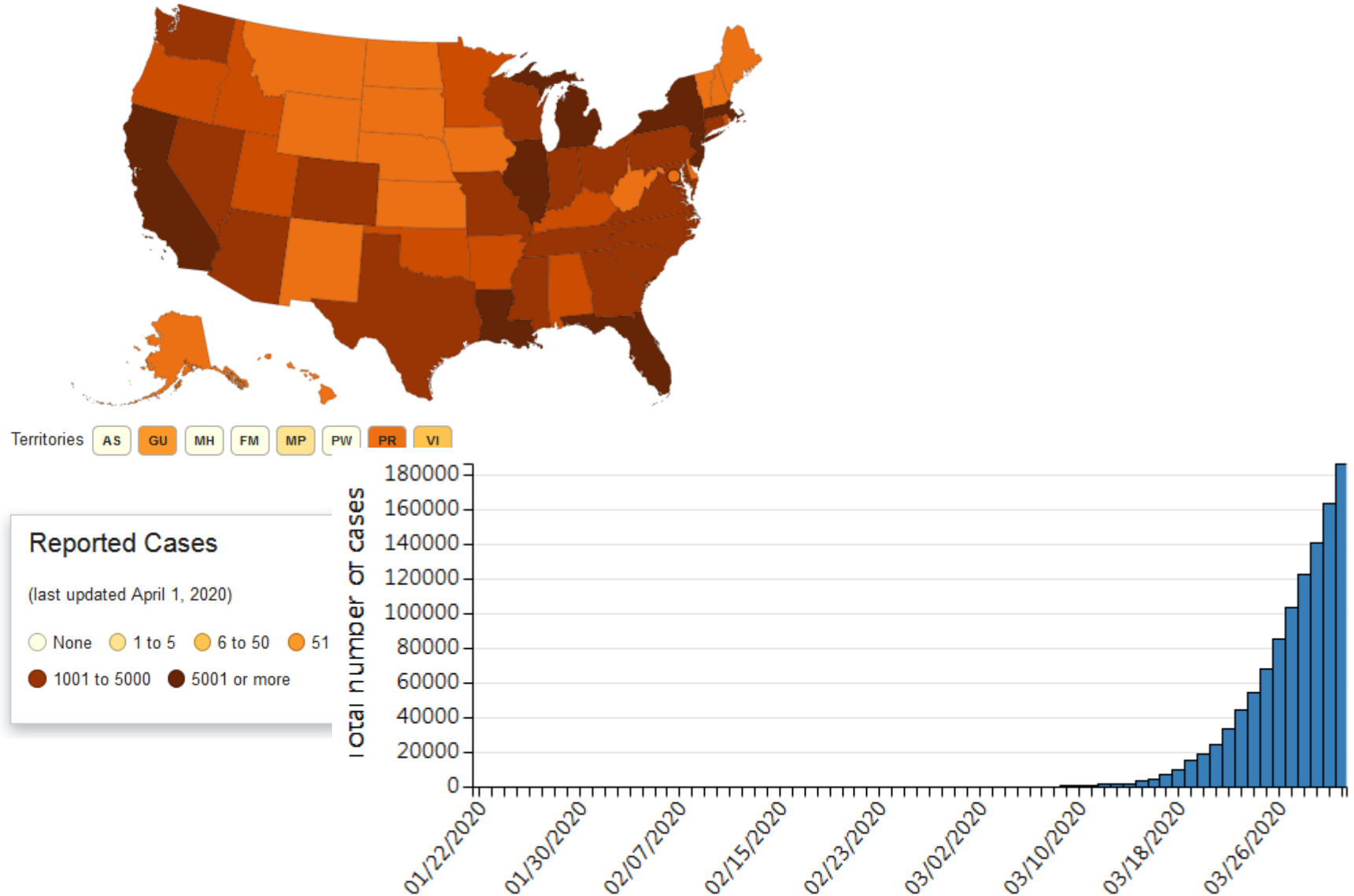


U.S.A. Situation Update

Centers for
Disease Control
and Prevention

Current Case
Count: 186,101
(+22,562)

States Reporting Cases of COVID-19 to CDC*

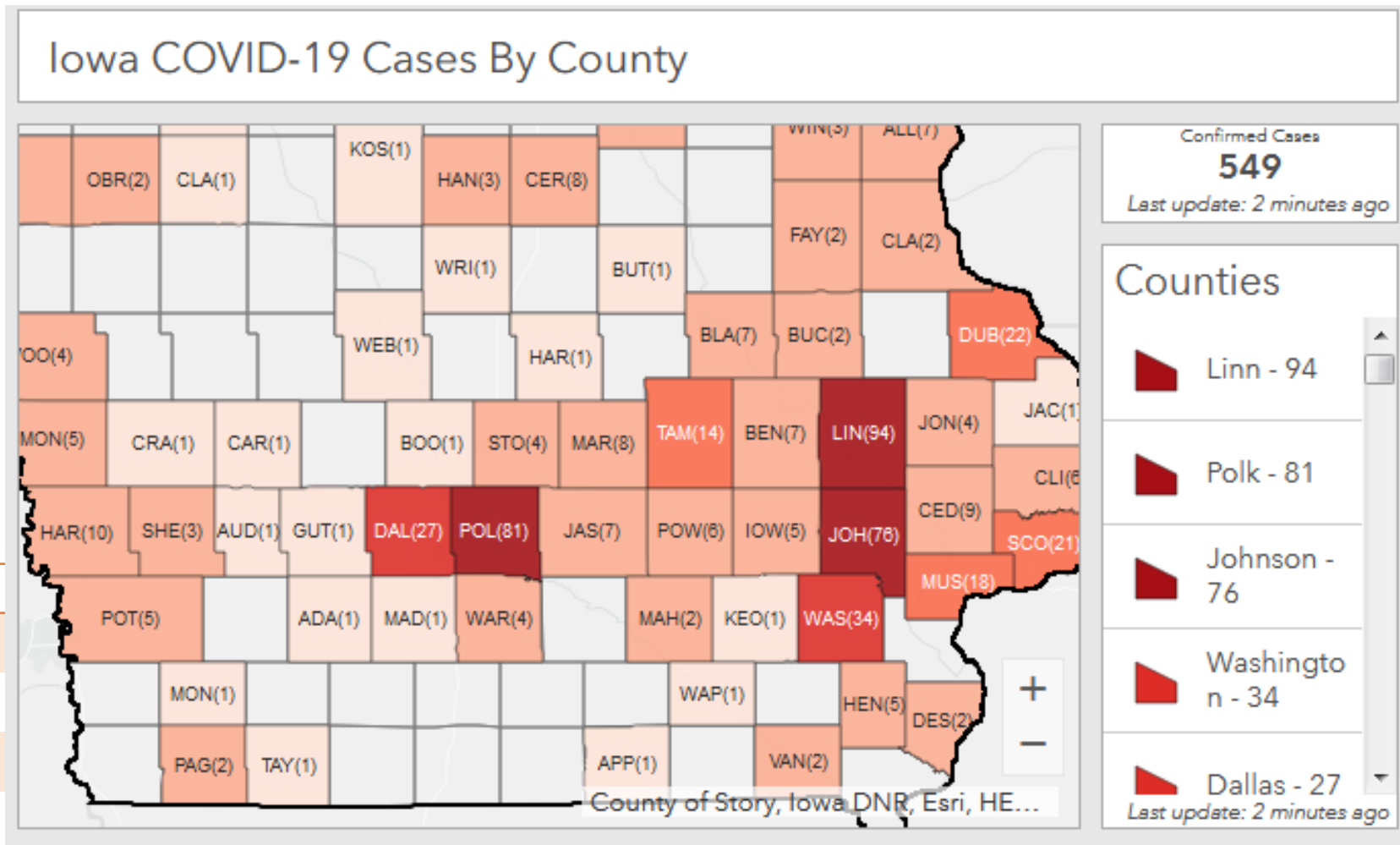


Iowa Situation Update

Iowa Department of Public Health

Number of Confirmed COVID-19 Cases in Iowa

Confirmed	549 (+52)
Hospitalized (prev 24 hours)	63 (+12)
Recovered (prev 24 hours)	36 (+13)
Deaths	9 (+3)

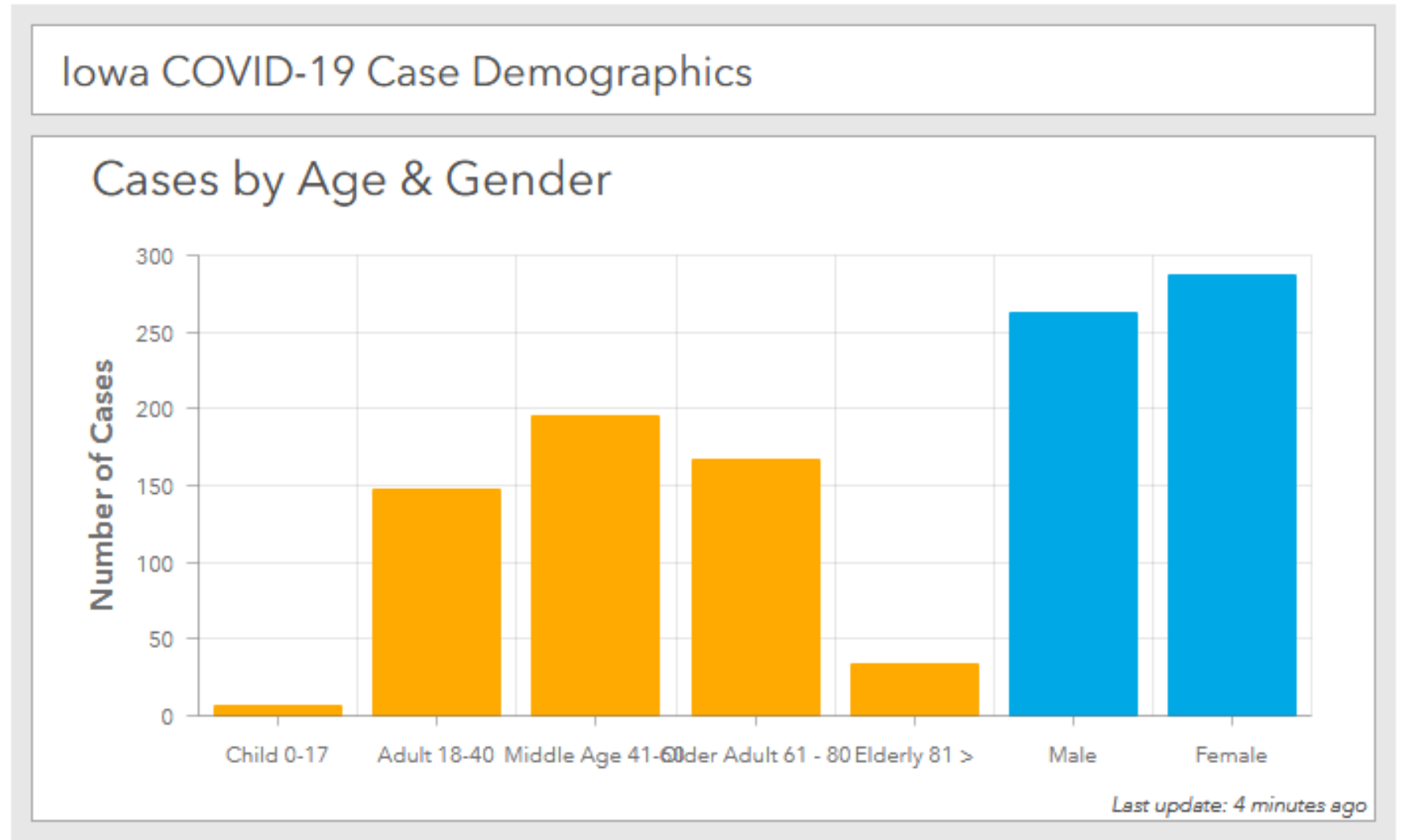


<https://idph.iowa.gov/emerging-health-issues/novel-coronavirus>

Iowa Situation Update

Age & Gender

Iowa Department
of Public Health



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

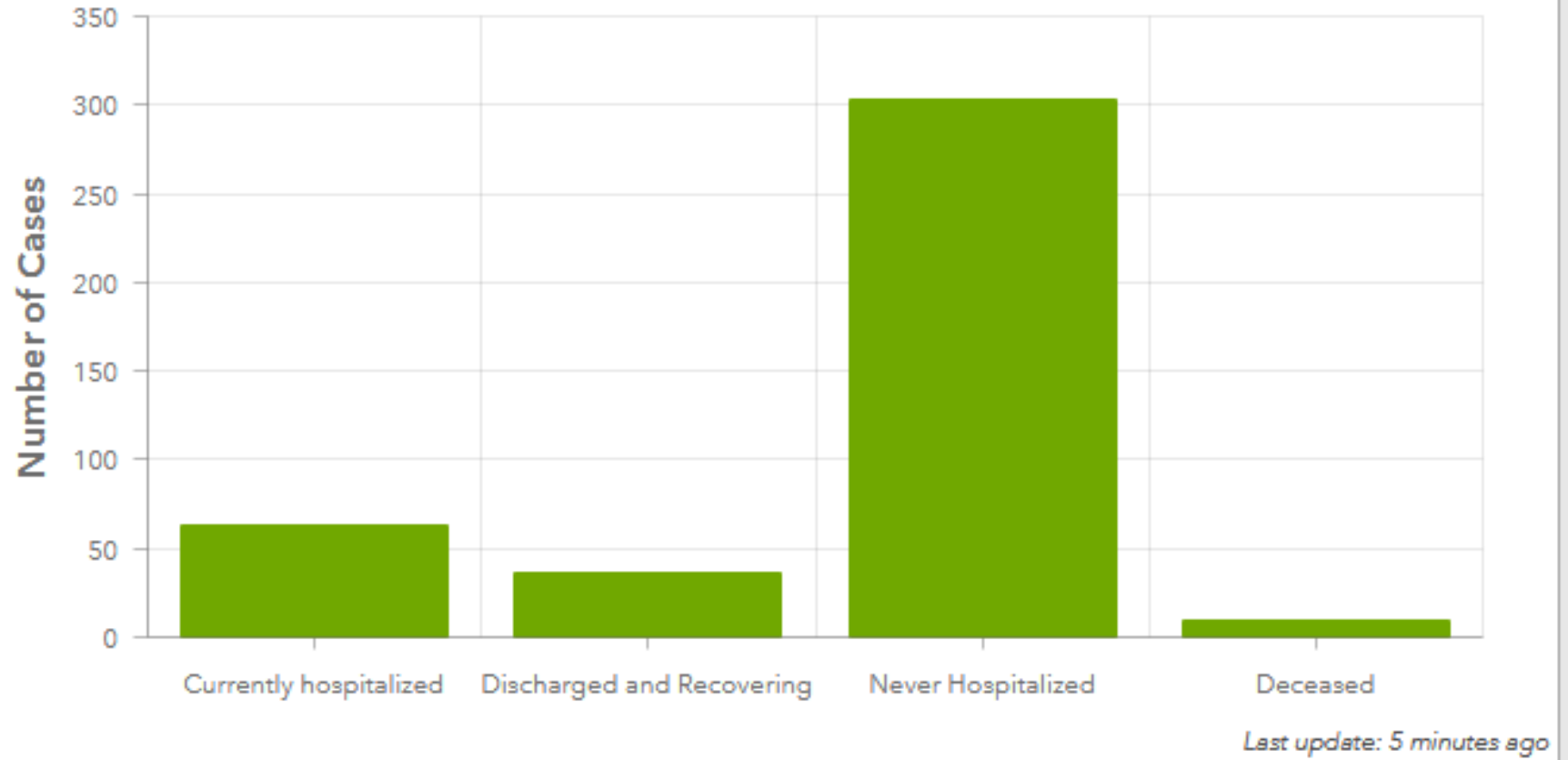
Iowa Situation Update

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

Hospitalization Data

Iowa Department of Public Health

Iowa COVID-19 Case Hospitalization Data



<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	1,798 (+xx previous day)
Confirmed	85 (+3 previous day)
Hospitalized (past 24 hrs only)	13 (+1 previous day)
Recovered	32 (+7 previous day)
Deaths	1

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



PCPH Group – Kari Lebeda-Townsend, PCHD



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)	4/1
Develop a flow chart, with MCC-CIEMSD, on the process of communicating test results post-transport	4/3

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



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 R-MCC 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

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
Host a call to prepare for 4/2 Town Hall	4/1
Finalize and disseminate family plan to emergency responders	4/3
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

Mass Fatalities Group – Dr. Joshua Akers, PCME Office



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	4/1
Surge plan for mass fatalities	Ongoing

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



Recent Accomplishments

- Identify and provide entertainment options for residents
- Identified connections for client supports
- Identified potential discharge transportation options
- Contracts executed for security, laundry and meals for the Isolation Shelter

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
Coordinate with CISS to develop and share processes for shelter extension sites	3/31
Finish contract for custodial services	4/1
Develop position job aid to document processes for continuity	4/1
Secure “read only” access to HMIS and MIS case files	4/3
Coordinate with PIO and BOS to share financial coaching availability	4/3
Coordinate with BOS on the expansion of rapid re-housing for families on wait lists	4/3
Develop a task list required for Isolation Shelter demobilization	5/1

Emergency Services Group – Common Accomplishments



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
Continue strategic planning with PSAPs	4/2
Finalize first responder alternative housing plans	4/3
Developing CISM and family planning resources for first responders in coordination with PCHS	4/3

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
Continue strategic planning with PSAPs	4/2
Finalize first responder alternative housing plans	4/3
Developing CISM and family planning resources for first responders in coordination with PCHS	4/3
Research the processes and the legality of contact tracing for a previous two week period for responders via trip reports in CAD systems	4/2

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
Develop position job aid to document processes for continuity	4/1
Continue strategic planning with PSAPs	4/2
Finalize first responder alternative housing plans	4/3
Developing CISM and family planning resources for first responders in coordination with PCHS	4/3
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
EMS surge plan	4/10
Alternative transport destinations	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
Develop position job aid to document processes for continuity	4/1
Continue strategic planning with PSAPs	4/2
Finalize first responder alternative housing plans	4/3
Developing CISM and family planning resources for first responders in coordination with PCHS	4/3

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



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 R-MCC into the Polk County EOC physical space	4/6

Logistics Section Chief – Cameron Stufflebeam, Polk Co EMA



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
- Catch-up with resource requests
- Establish an email account for Logistics
- 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

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					
3-Apr					
Totals	35	11	24	57,664	27,395

Logistics Section – Dutch Geisinger, Safeguard Iowa



Recent Accomplishments

- 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 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

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



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

Logistics – Food Unit – Patty Nordmeyer



- Sign-up at the front desk by 10:00
- Use provided, disposable utensils – do not share
- Food schedule
 - Wednesday – Donation from **Board of Supervisors**
Baratta's
 - Thursday – Smokey D's
 - Friday – Drake Diner

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

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

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 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
Develop position job aid to document processes for continuity	4/1
Coordinate between Housing Group F/A and BOS re: reimbursement and stimulus impacts	Ongoing

Public Information Officer – Nola Aigner Davis, Polk Co Health



Recent Accomplishments

- Town Hall meetings
- Working with JIC to answer media requests
- Social media/website updates
- Developed position job aid to document processes for continuity

Public Information Officer – Nola Aigner Davis, Polk Co Health



Objectives	Due Date
Working with refugee/immigrant population	Ongoing
Update website and social media	Ongoing
Prep for Town Halls	4/1
Conduct Town Halls	4/1 and 4/2
Develop position job aid to document processes for continuity	4/1
PSA for Financial Empowerment Center	4/3
Use of masks for the public w/MCC	4/3

Current Focus Areas - PSC



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

Ongoing Initiatives - PSC



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

Emerging Priorities - PSC



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

Safety Officer – Polk County Risk Management



Safety Top 5

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

Hazardous Weather Outlook

Today

Mostly sunny, high of 65, windy

Thursday - Friday

Th: 60% chance of rain in the afternoon, high of 65, windy

Fr: Possible thunderstorms, high of 50 and windy. Chance of SNOW
Friday night

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. 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

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							
1030		Weekly Stakeholders Briefing		Healthcare Coalitions/IDPH			
1100							
1130							
1200	Law Enforcement	Law Enforcement	Shelters	Law Enforcement	Law Enforcement	Law Enforcement	
1230							
1300		Critical Infrastructure Partners		County EMA/HSE MD			
1330					Mass Fatality	Dallas County Briefing	
1400	Chief Medical Officers	Chief Medical Officers		Chief Medical Officers		Chief Medical Officers	Chief Medical Officers
1430							
1500							
1530							
1600	EMS	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

Adjourn