



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!

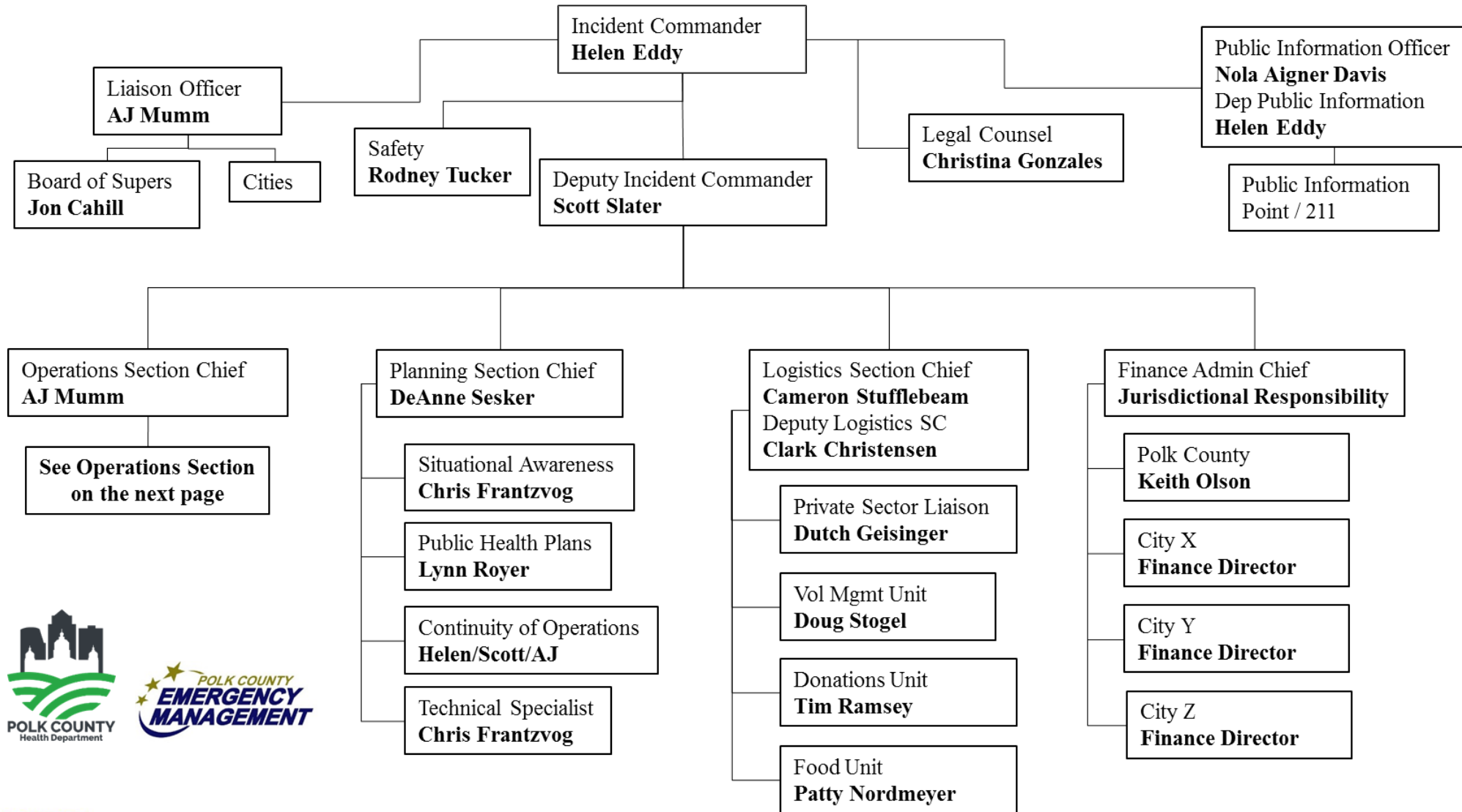


Opening Comments

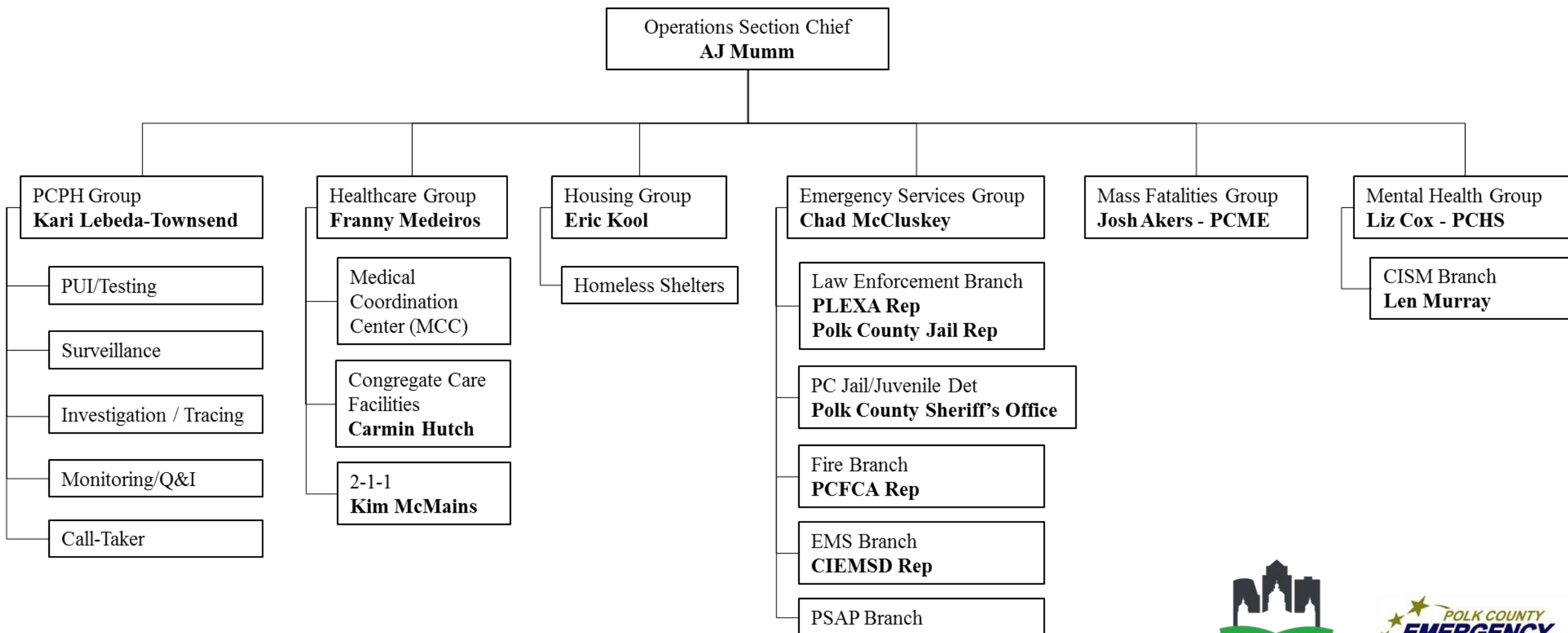
Helen Eddy – Incident Commander

Polk County Public Health Director

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



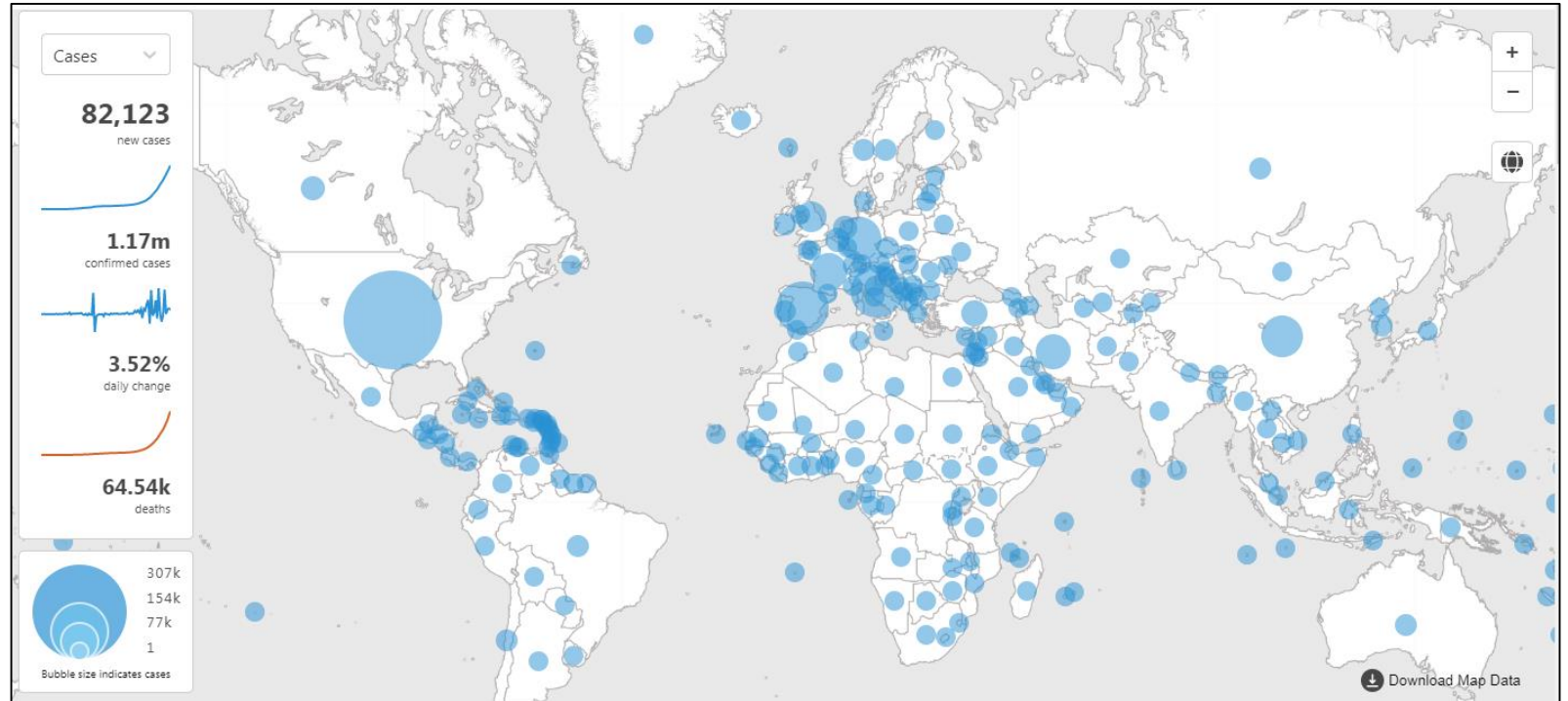
Operations Section



Global Situation Update

World Health Organization

+6,275 from last Friday

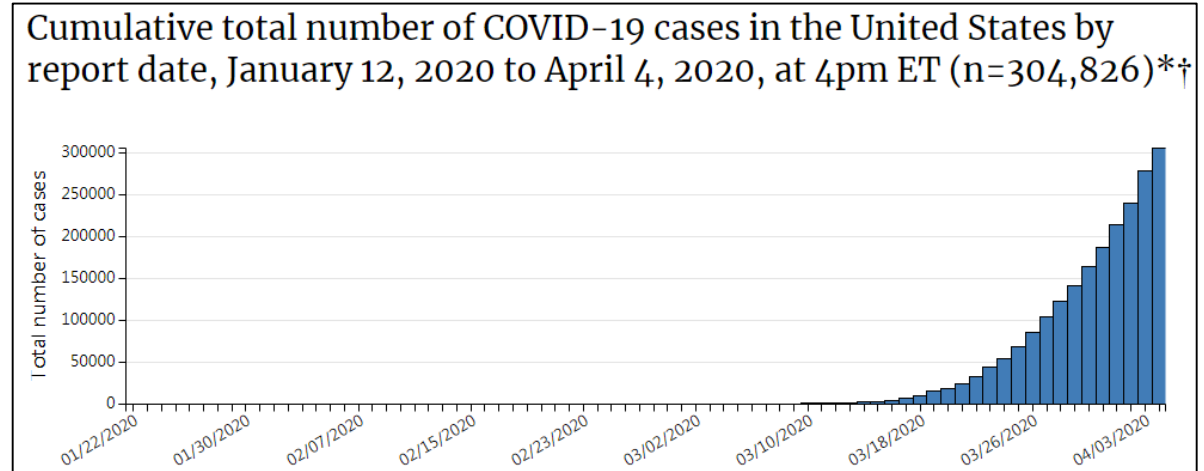
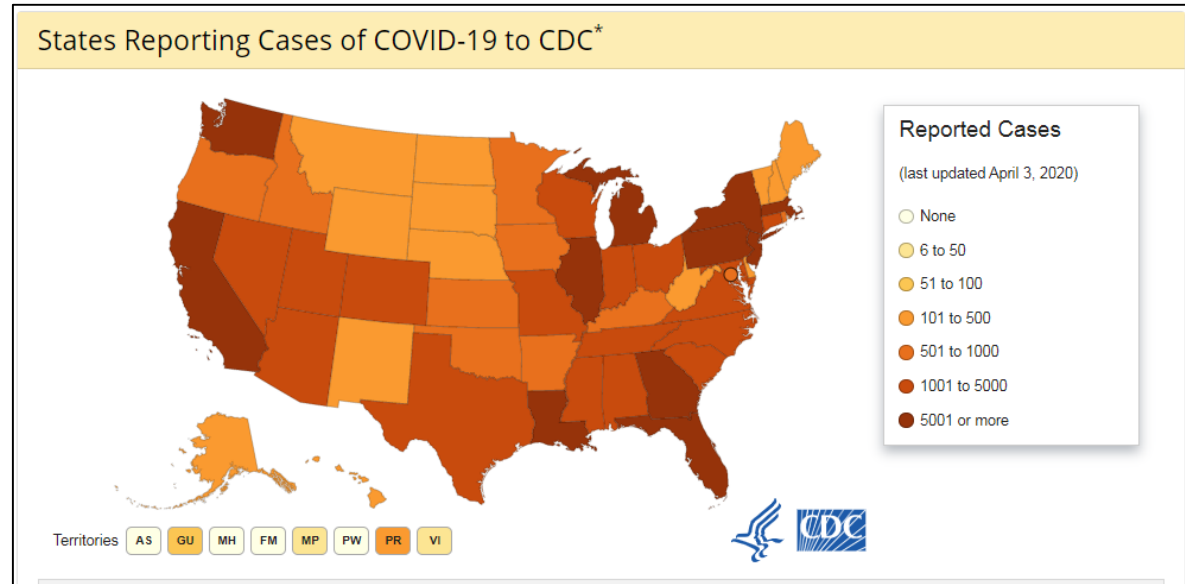


<https://experience.arcgis.com/experience/685d0ace521648f8a5beeeee1b9125cd>

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>

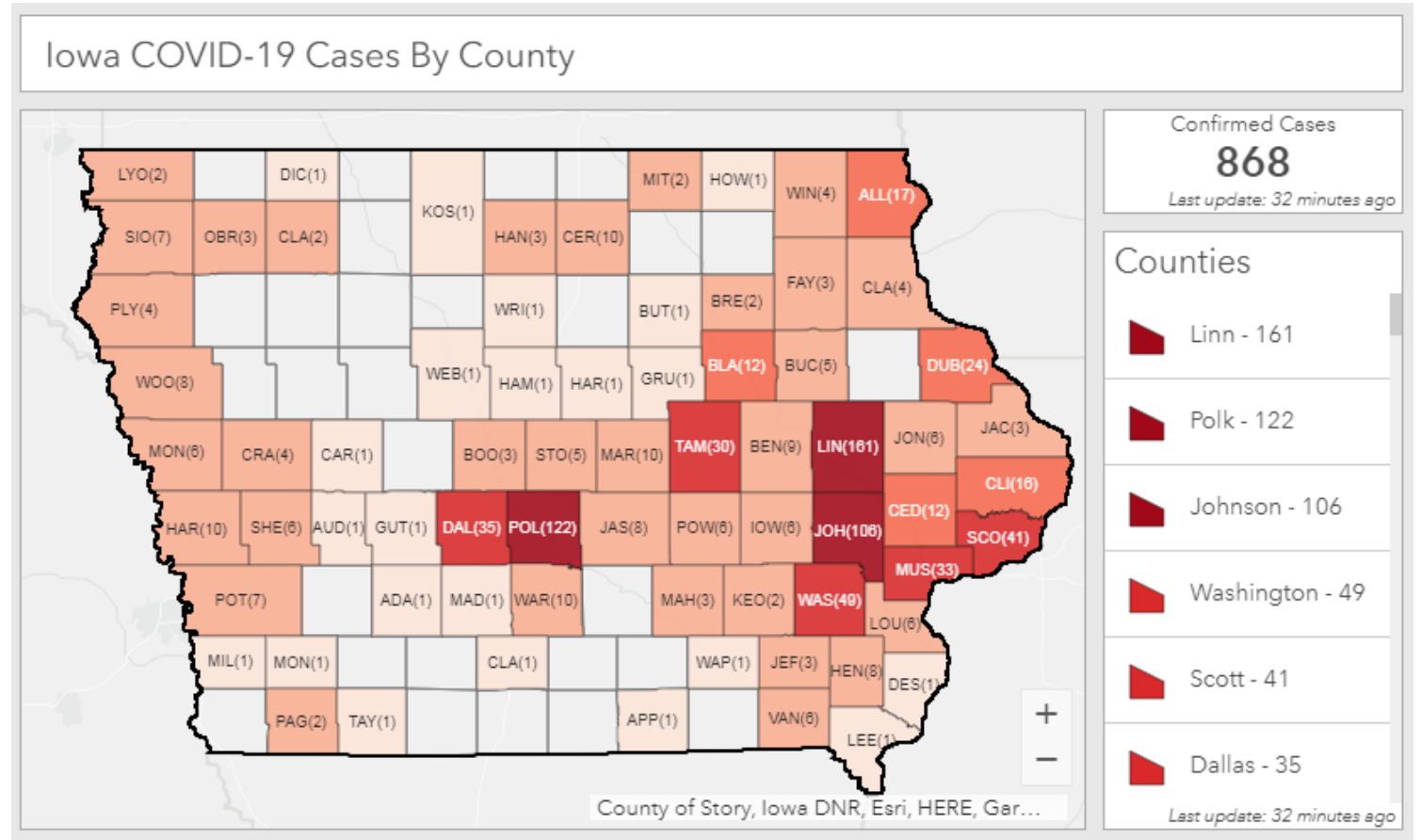
Iowa Situation Update

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)



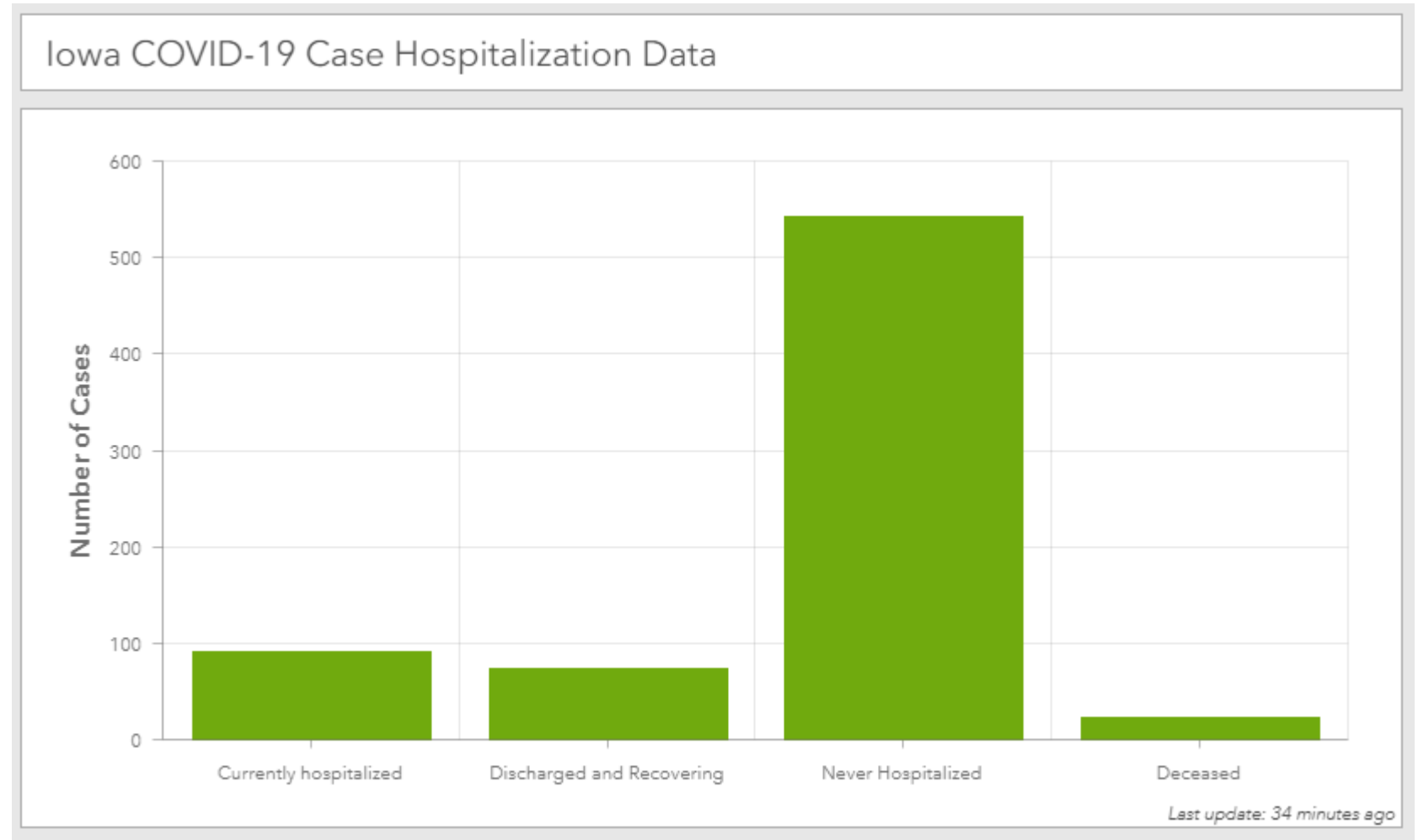
<https://idph.iowa.gov/emerging-health-issues/novel-coronavirus>

Iowa Situation Update

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

Hospitalization Data

Iowa Department of Public Health

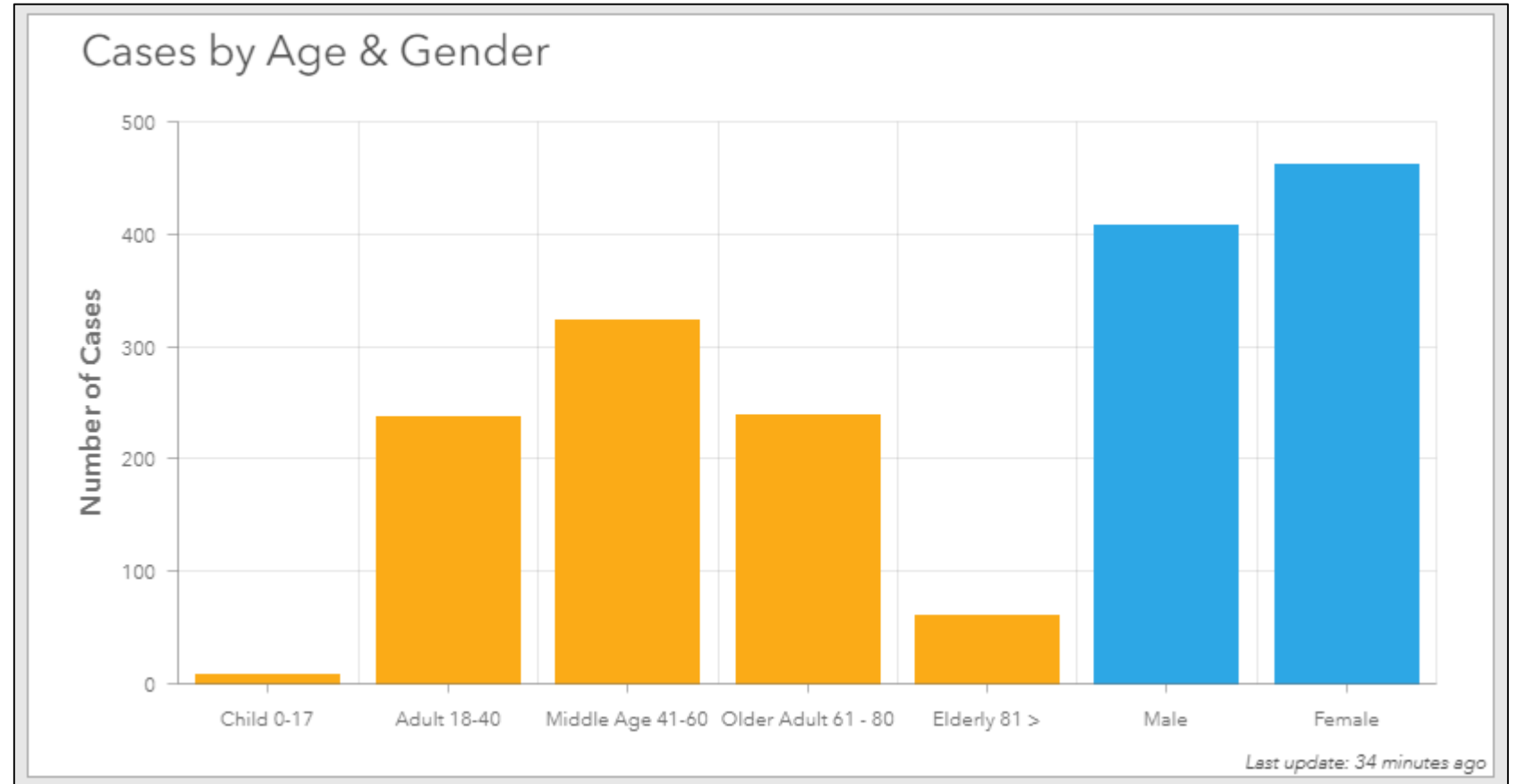


<https://idph.iowa.gov/emerging-health-issues/novel-coronavirus>

Iowa Situation Update

Age & Gender

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	129 (+4 since previous day)
Hospitalized (past 24 hrs only)	24 (inpatient on 4/6)
Recovered	67 (+7 since previous day)
Deaths	5 (+0 since previous day)

(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
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
Identify successor	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10

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
- Airway bypass added to EMResource
- Capturing data on a daily basis

Metro Hospital Status Report



Metro Hospital Status As of 4/6/2020		Tier Color	Positive	Hospitalizations	PUI	Deaths	Staffing	Logistics
MercyONE	AM		18	20	2			
	PM							
Broadlawns	AM		0	0	0			
	PM							
UnityPoint Health - Des Moines	AM		12	11	2			
	PM							
VA - Central Iowa Healthcare System	AM		2	3	1			
	PM							

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
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
Identify successor	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Implement Ethical Standards of Care	4/24
Define processes to utilize skilled care facilities	4/24
Discuss morgue process	4/24

Congregate Care Group – Carmin Hutch, PCHD



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
Identify successor	4/8
Test/validate virtual EOC operations	4/10

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
- Published list of providers accepting new telehealth mental health patients
- Funding approved to equip consumers with phones for telehealth services
- Finalized a draft family plan for emergency responders
- Connected mental health group homes with Operations – PCHD

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	Ongoing
Connect mental health group home providers with PCPD CD Team	4/7
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
Surge plan for mass fatalities	Ongoing
Monitor death trends	Ongoing
Discuss hospital morgue storage	4/6
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
Meeting with funeral homes and State ME to discuss needs moving forward	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

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



Recent Accomplishments

- Identify and provide entertainment options for residents
- Identified connections for client supports – MIS and HMIS
- 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
Coordinate with Central Intake/PHC on the expansion of rapid re-housing for families on wait lists or in shelters	Ongoing
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
Identify successor	4/8
Coordinate with PIO and BOS to share financial coaching availability	4/9
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Develop a task list required for Isolation Shelter demobilization	5/1

Emergency Services Group – Common Accomplishments



Recent 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)

Emergency Services Group – Common Objectives



Objectives	Due Date
Plans for secondary locations for first responder alternative housing	Ongoing
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
Identify successor	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10

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
- 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



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
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
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
Prepare to develop recovery strategies	4/10
Discussion with Operations Section of how to coordinate virtually	4/10

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
- 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
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
Identify successor	4/8
Fill any gaps that will allow virtual EOC work to continue	4/9
Test/validate virtual EOC operations	4/10
Demobilization	4/17



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
6-Apr	12	2	10	18,363	9,005
7-Apr					
8-Apr					
9-Apr					
10-Apr					
Totals	78	28	50	91,728	50,275

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
Identify successor	4/8
Test/validate virtual EOC operations	4/10

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
Identify successor	4/8
Test/validate virtual EOC operations	4/10

Logistics – Food Unit – Patty Nordmeyer



- Sign-up at the front desk by 10:00
- Use provided, disposable utensils – do not share
- Food schedule
 - Monday – Ted's Coney Island
 - Tuesday – B&B Deli
 - Wednesday – Iowa Tap Room
 - Thursday – The Tavern
 - Friday – Fireside Grill

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

Job Aids and Successors



- 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



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
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

Public Information Officer – Nola Aigner Davis, Polk Co Health



Recent Accomplishments

- Working with JIC to answer media requests
- Social media graphics/website updates
- Added financial resources to website
- Ongoing conversations with refugee/immigrant organizations to provide COVID-19 resources.

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
PSA for Financial Empowerment Center	4/7
Work with refugee messaging and information sharing	4/9
Conduct a financial Town Hall	4/9
Media campaign for schools and mental health	4/9
Test/validate virtual EOC operations	4/10

Current Focus Areas - PSC



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

Ongoing Initiatives - PSC



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

Emerging Priorities - PSC



- Ethics/Crisis Standards of Care
- Demobilization

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

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



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
11. Immigrant/refugee messaging

Weekly Meetings at a Glance



	Monday	Tuesday		Wednesday	Thursday	Friday
800	Daily Briefing	Daily Briefing		Daily Briefing	Daily Briefing	Daily Briefing
830						
900			County EMA/HSEMD			
930						
1000			HCC/ IDPH			
1030		Weekly Stakeholders Briefing				
1100	Gov Press Conference		Gov Press Confe rence	Gov Press Conference	Gov Press Conference	Gov Press Conference
1130						
1200	Law Enforcement	Shelters		Law Enforcement		Law Enforcement
1230						
1300		Critical Infrastructure Partners	Food Bank	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	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
Airway bypass added to EMResource	Healthcare Group - CIEMSD

Q&A



Closing Comments

Adjourn