



Crisis Leadership Series

Preparedness 101

Why Do You Care About This?

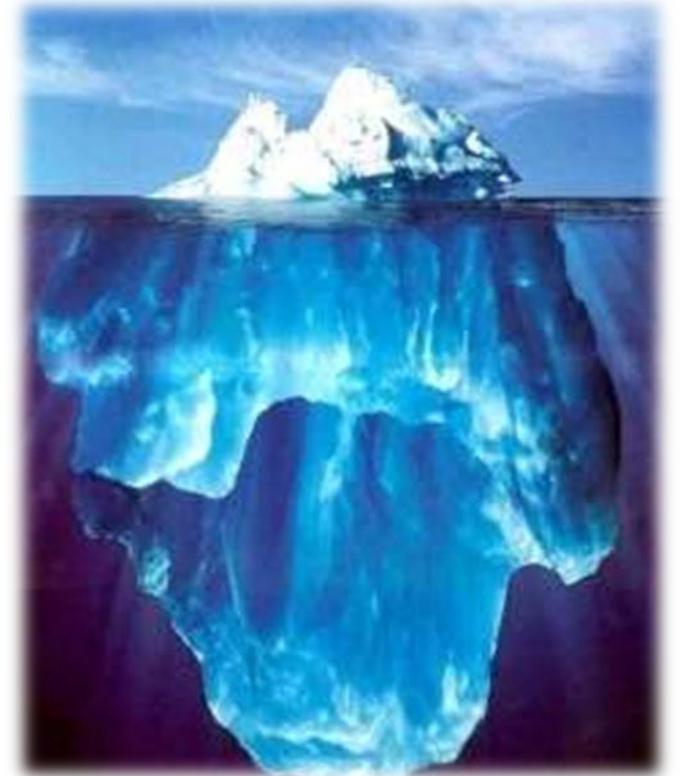
- Professional leadership during complex or stressful situations.
- Agreement and shared expectations with a spirit of collaboration.
- Solid methods based on experience.
- Situational awareness produced from trusted relationships.
- Effective teamwork shaped by a common operating picture.
- Shared resources applied in a cost-effective manner.
- Duty. Law. Regulation. Job description.



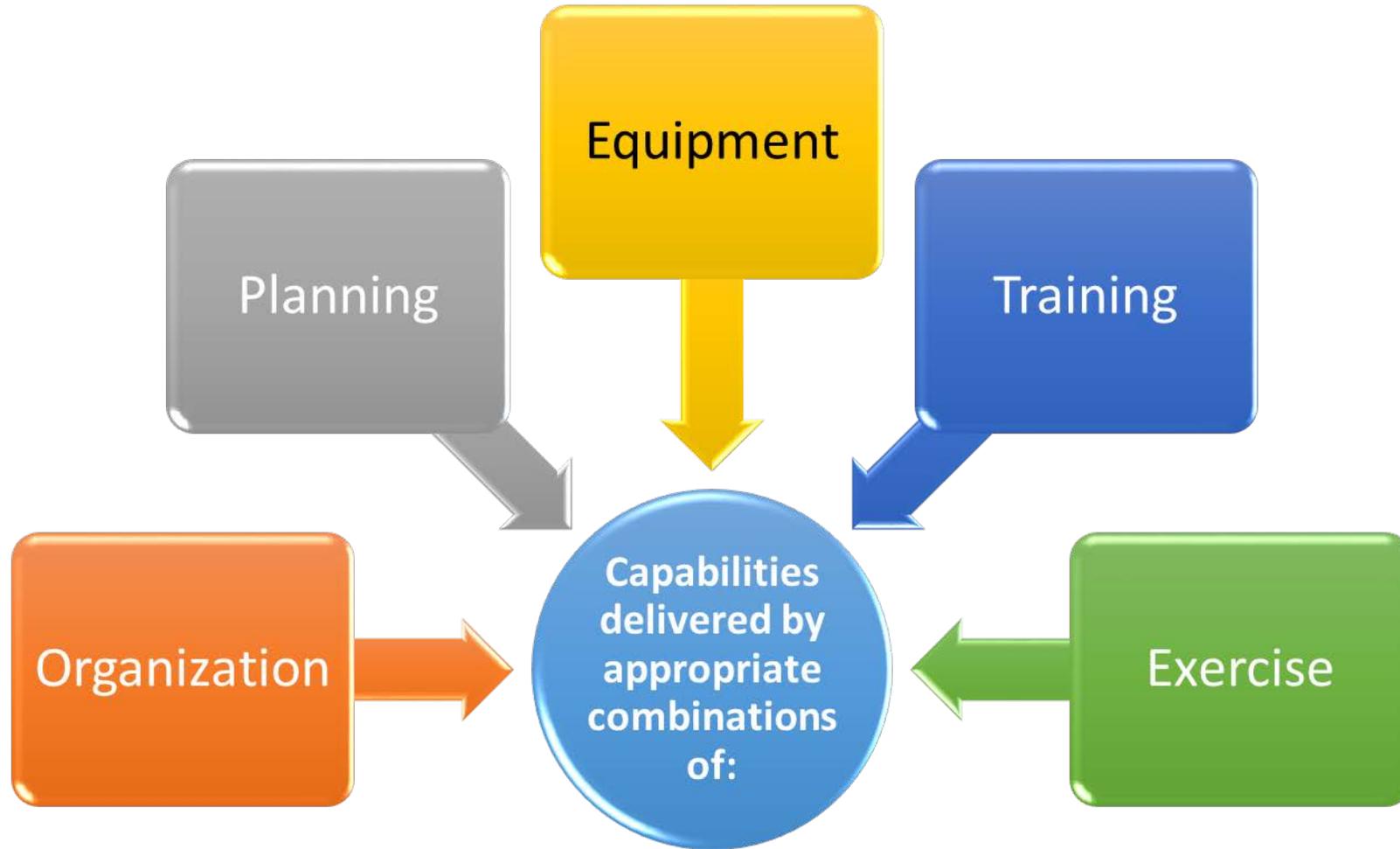
Focus on the Program...Not Just a Project



- Create a culture of preparedness – solid foundation
- Building block approach – sequence of steps
- Alignment with public sector plans
- Sustainment – not a one-time shot



Pieces of the Puzzle



Elements of an Emergency Management Program

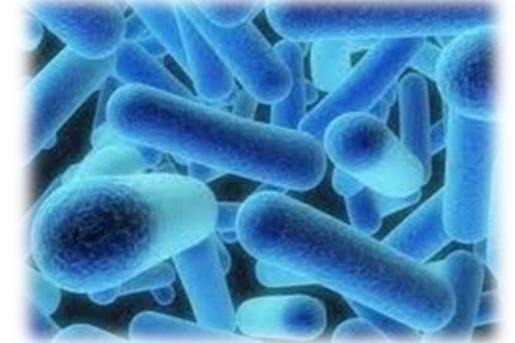


- Hazard Analysis & Risk Assessment
- Capability Assessment
- Policy, Plan and Procedure Development
- Establish Command & Control Structure
- Training Program Implementation
- Conduct Exercises
- Improvement Planning Process

Hazard Analysis & Risk Assessment



- What can happen?
- How bad can it get?
- What will it impact?
- Are we vulnerable to it?
- What demands will it place on us?



Hazard Analysis & Risk Assessment



- Identification of hazards
- Assessment of risk to people, property, infrastructure, the environment
- Numerous methodologies exist to quantify and prioritize risk



Summarize & Prioritize Risks



HISTORICAL
OCCURRENCE
+
PROBABILITY



SEVERITY + VULNERABILITY +
EXTENT + SPEED OF ONSET

Resource Management



- Pre-disaster identification of:
 - Resource requirements
 - Based on experience or priority scenarios from the hazard analysis and risk assessment
 - Inventories
 - Shortfalls/gaps

Amount needed
- Amount you have
Amount you need to acquire

Capability Gap Assessment Feeds a Resource Management System

What is your method of filling that gap?



Providers

Possess
Yourself/Own

Contract

Mutual Aid

Business
Partnership

Community
Assistance
(Government)

Other?

Scenario Based Planning vs. Capability Based Planning



- Each has their place...sort of
- Reality: uncertain threat environment
- Impossible to plan for every possible scenario
 - The “Space Object Re-Entry Plan” of 2008



Policy, Plan and Procedure Development

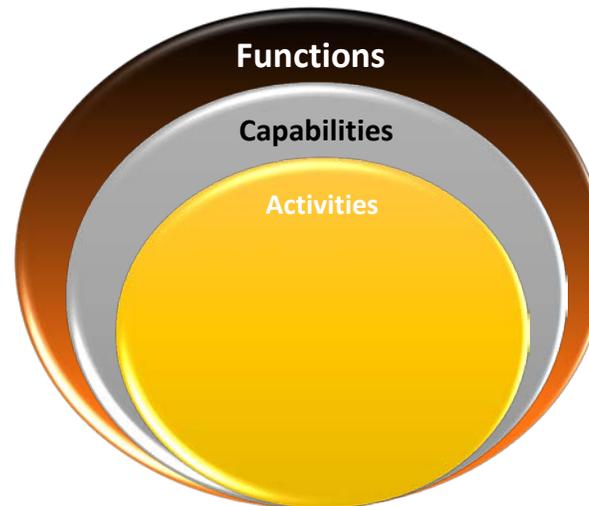


➤ Policy

- Principle
- Rule to guide decisions
- Adopted by board or senior governance body
- Statement of intent
- Usually subjective

➤ Plan

- Broad steps with timing and resources
- Used to achieve an objective
- Operational



➤ Procedure

- Document designed to describe who, what, where, when, and why
- Establishes accountability
- Work instruction
- Sequential steps



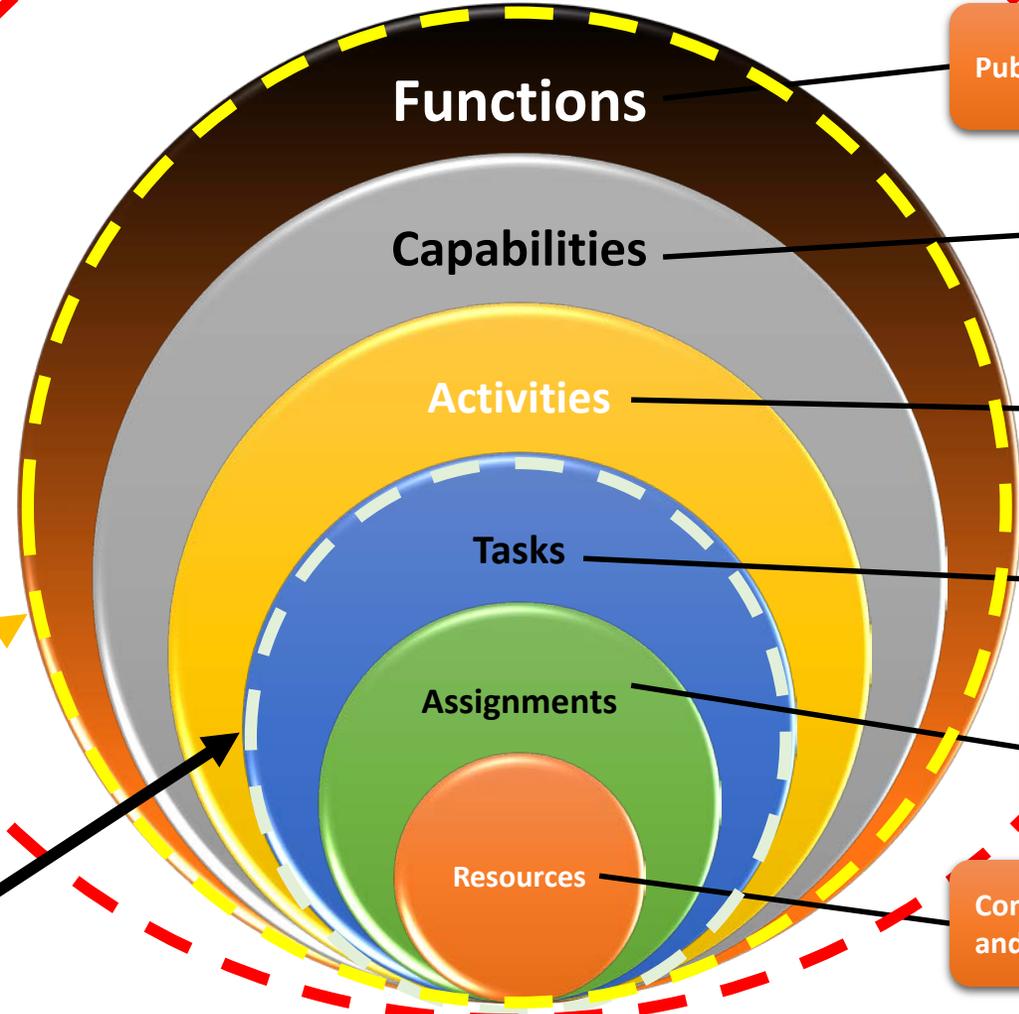
Capabilities-Based Planning Example



POLICY

PLAN

PROCEDURE



Public health and medical services

Triage and pre-hospital treatment

Transport ill and injured patients via the most appropriate mode of transportation available.

Transfer care of patient to the medical staff at the facility.

Complete EMS transfer of care form, provide verbal summary of assessment and treatment and acknowledgement from receiving facility.

Competent personnel, Type III ambulance, and transfer of care forms.

Planning Framework



Comprehensive Emergency Plan

Base Plan – Command & Control



Target Capabilities List



- Planning
- Communications
- Risk Management
- Community Preparedness And Participation
- Intelligence and Information Sharing and Dissemination
- Information Gathering and Recognition of Indicators and Warnings
- Intelligence Analysis and Production
- Counter-Terror Investigation and Law Enforcement
- CBRNE Detection
- Critical Infrastructure Protection
- Food and Agriculture Safety and Defense
- Epidemiological Surveillance and Investigation
- Laboratory Testing
- On-Site Incident Management
- Emergency Operations Center Management
- Critical Resource Logistics and Distribution
- Volunteer Management and Donations
- Responder Safety and Health
- Emergency Public Safety and Security Response
- Animal Disease Emergency Support
- Environmental Health
- Explosive Device Response Operations
- Fire Incident Response Support
- WMD and Hazardous Materials Response and Decontamination
- Citizen Evacuation and Shelter-In-Place
- Isolation and Quarantine
- Search and Rescue (Land-Based)
- Emergency Public Information and Warning
- Emergency Triage and Pre-Hospital Treatment
- Medical Surge
- Medical Supplies Management and Distribution
- Mass Prophylaxis
- Mass Care (Sheltering, Feeding, and Related Services)
- Fatality Management
- Structural Damage Assessment
- Restoration of Lifelines
- Economic and Community Recovery

Fundamentals of Planning



- The process is far more important than the resulting document
- Provides a basis of understanding
- Clarifies and documents expectations
- Minimizes un-communicated assumptions
- Defines roles, responsibilities, laws and authorities (overlaps and gaps become evident)
- Provides a pathway to the agreed upon vision of the future

Training



- Reinforce understanding of concepts in the plan
- Provide the knowledge, skills and abilities to carry out the plan
- Train all levels of the organization
- Initial and continuing education needed
- Consider mentoring, field trips and site visits
- Achieve certifications/credentials

Exercise Program

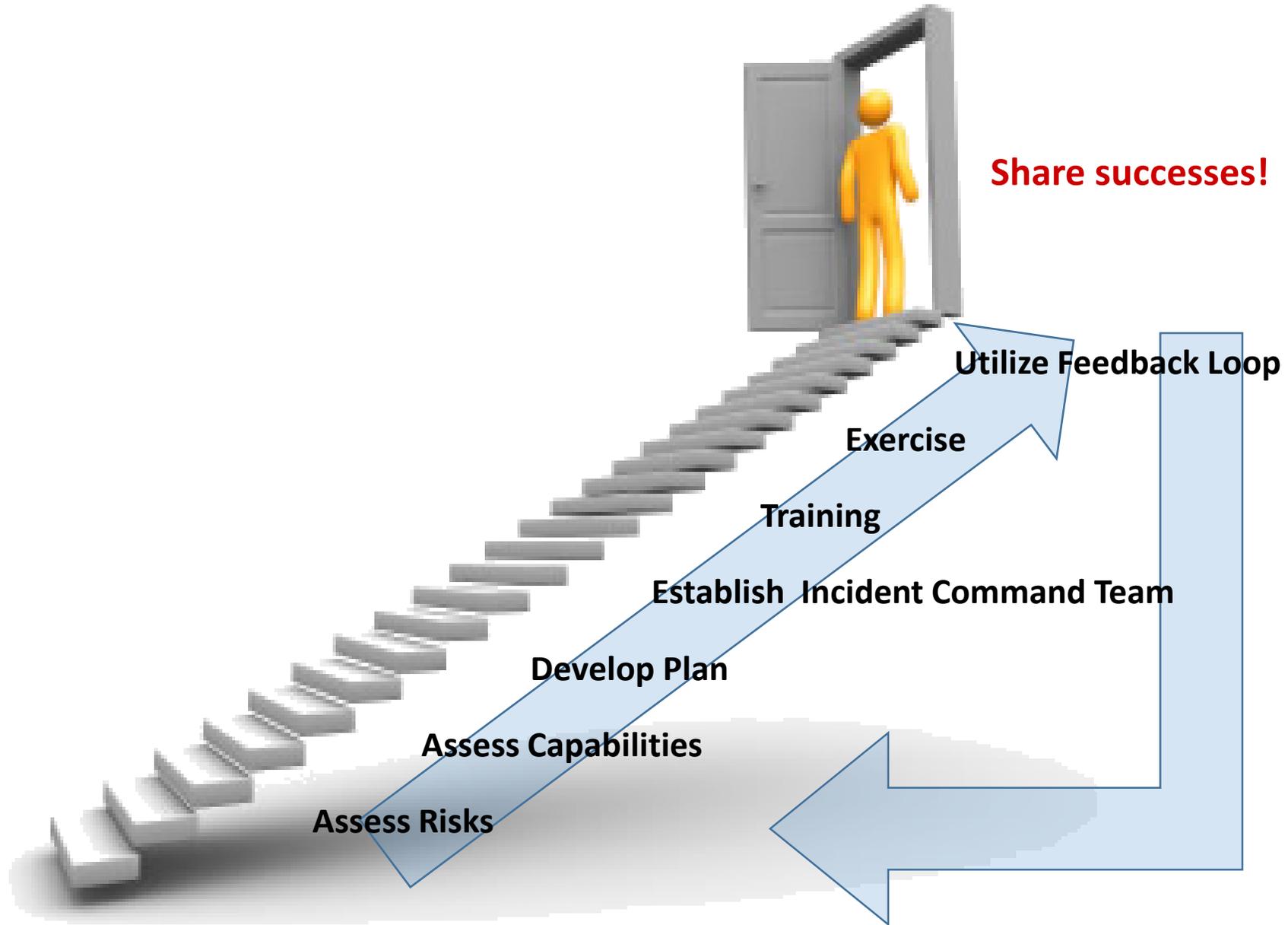


- Do not consider this a pass vs. fail approach
- Evaluate and validate the planning
- Reinforce training
- Identify gaps



Progressive Exercise Approach





Resources available

Purpose of the Preparedness Primer: Assist in the establishment and maintenance of a comprehensive planning, training, and exercise program across Polk County.

- Overview of planning
- Training of personnel
- Review of various aspects of law and policy which may drive individual programs
- Recommendations on training in each topic area
- Resources are provided for sample exercises that may be tailored to the local jurisdiction or organization as well as “off the shelf” exercises that are ready for implementation with little effort.
- www.polkcountyiowa.gov/emergency-management/planning



Polk County Emergency Management

Planning, Training & Exercises:
A Preparedness Primer

December 2017

Next Steps



- Assemble a planning team and think broadly
- Establish goals and milestones
- Meet with a partner organization
- Take action!

Next Session



- Thursday June 7th, 2018 at noon
- Topic: Training ideas, creative, novel methods

Questions, Comments & Suggestions

