Stark County Public Health Emergency Response Plan

Public Health

Prevent. Promote. Protect.

Approval and revision history:

Approved:	August 28, 2003
Revision Date:	April 15, 2009
Revision Date:	June 8, 2010
Approval:	July 7, 2010
Revision Date:	May 2011
Final Approval:	August 2011
Revision Date:	May 2012
Final Approval:	June 2012
Revision Date:	May 2013
Final Approval:	June 2013
Revision Date:	April 2014
Final Approval:	June 2014
Revision Date:	April 2015
Final Approval:	June 2015

Table of Contents

I. Purpose

II. Situations and Assumptions

III. Concept of Operation

IV. Assignment of Responsibilities

V. Continuity of Leadership
- Succession of Leadership
- Assembly Places

VI. Integration with Other Plans

VII. Review and Updates

VIII. Communication
- Local Health Department Availability
- Local Health Department Contacts
- Call Down Procedure
- Stark Health Alert Network
- Public Information Plan

IX. Command and Control

X. Education/Training

XI. Public Input

XII. Functional Annexes

XIII. Approval

XIV. Acronym Definition Page

Stark County Public Health Emergency Response Plan

I. PURPOSE

This plan will be known as the Stark County Public Health Emergency Response Plan (PHERP). The purpose of this plan is to design and manage an appropriate, timely and integrated response to a significant incident affecting the public health in Stark County.

II. SITUATION & ASSUMPTIONS

A. SITUATIONS

1. The responsibility of the four local health departments is to control the spread of communicable disease and to protect the health and welfare of the people in the community.

2. The four local health departments along with their public health partners constitute the public health system in Stark County.

3. The four local health departments in Stark County (Alliance City, Canton City, Massillon City, and Stark County) may perform the following duties within their jurisdiction:

Public Health Nursing

Involves investigation and control of communicable disease, immunizations, management of PODs, community & school nursing services and a wide variety of clinical services relevant to their jurisdictions.

Environmental Health and Sanitation

Programs supported by State law or regulation

Responsible for inspections of swimming pools and beaches, food services, food establishments and vending operations, household sewage disposal systems, schools, and private water supplies. This section is responsible for rabies control and investigates other nuisance reports.

Local Programs

These programs are authorized by local resolutions or at the direction of the Board of Health.

Vital Statistics

Each local health department is responsible for registering births and deaths, managing data regarding births and deaths and issuing burial permits within their jurisdiction.

B. ASSUMPTIONS

There are four health jurisdictions in Stark County authorized to address public health emergencies in their jurisdiction. Local actions by the public health system to respond to public health disasters would be coordinated using this plan.

1. This plan applies primarily to disasters that would have a significant impact on the health of the citizens in Stark County that would require the coordination of more than one agency.

2. Outside assistance would complement and not supplant Stark County Public Health Emergency Response Plan.

3. Although health problems are associated with disasters, there is an adequate local capability to meet the demands of most situations. When necessary, support may be available from State and Federal Health Agencies.

4. Each local health jurisdiction has the authority to initiate community containment procedures and other limitations of movement to manage a public health emergency.

5. Mutual Aid will be integrated between the health departments under section 5502.41 of the Ohio Revised Code or any other Mutual Aid Agreements that may be in effect.

III. CONCEPT OF OPERATIONS

A. The Health Departments in Stark County will activate the Public Health Emergency Response Plan and its annexes as needed with an official notification to each of the other departments. *(See SOG for Notification and Activation of the Stark County Public Health Emergency Response Plan)*

B. Local, State, and Federal laws regulate the Health Departments in Stark County. The Board of Health for each department appoints its Health Commissioner, and advises and assigns additional responsibilities.

C. The Health Commissioners are responsible for assessing the hazards relating to any existing or anticipated public health threats that impact the community.

D. Response in any emergency will follow basic response functions as outlined and required by NIMS *(See the Command and Control/ICS Annex)*.

IV. ASSIGNMENT OF RESPONSIBILITIES

A. Local Health Jurisdiction

1. Evaluate the potential health risks associated with the hazard and recommend appropriate correctional measures.

2. Inspect for purity, usability and quality control of vital foodstuffs, water, and other consumables.

3. Coordinate with the water, public works or sanitation departments, as appropriate, to ensure the availability of potable water, an effective sewage system, and sanitary removal and disposal of solid waste and other debris.

4. Establish preventive health services, including controlling the spread of communicable diseases and initiating limitations of movement.

5. Provide epidemiological surveillance, case investigation, and appropriate follow-up services for communicable disease.

6. Monitor food handling and sanitation services in emergency facilities and assembly places.

7. Assess/Assure adequate sanitary facilities are provided in emergency shelters through inspection and consultation.

8. Establish and staff telephone hotline.

9. Develop emergency public health information literature, pre-scripted media releases and pre-event media release packages.

10. Establish Joint Information Center (JIC) with a Public Information Officer (PIO).

11. Communicate with relevant public health partners and other stakeholders.

12. Develop Standard Operating Guidelines (SOG) and emergency operation protocols.

13. Maintain vital records and vital statistics.

14. Implement and monitor the Points of Dispensing (POD) Annex

15. Provide an agency representative to report to a hospital emergency operations center if requested by the hospital or deemed necessary as part of a response plan.

16. Initiate and work within the Incident Command Structure as defined in the NIMS document and the Stark County Public Health Emergency Response Plan.

18. The Stark County Health Department will activate, upon request of the EMA or other health jurisdiction or the Federal Government, the Medical Reserve Corps (MRC)

19. The Stark County Health Department will activate, upon the request of the EMA or other health jurisdiction, a Volunteer Reception Center (VRC) at a pre-designated site.

B. County Hospitals

1. Maintain communications and information sharing with Public Health Departments through the Public Health Agency Representative

2. Provide medical care, hospitalization, and communications as needed and available.

3. Maintain a list of public health emergency related patients and their conditions for public health use.

4. Coordinate with public health systems to support community services and needs.

5. Support other hospitals as able according to County & Regional Memorandum of Understandings (MOU's).

6. Work within the Stark County Emergency Healthcare Planning Committee in accordance with established MOU's and medical care protocols.

7. Provide epidemiological surveillance, case investigation, and appropriate follow-up services as well as disseminate information to appropriate agencies.

8. Initiate and work within the Hospital Incident Command Structure (HICS) as defined in the NIMS document and the Stark County Public Health Emergency Response Plan.

9. Upon approval/permission granted by ODH, hospitals may expand beyond licensed bed capacity. (See Annex 7 – Surge Capacity)

10. Hospital Emergency Department Physician will initiate deployment of hospital Chempacks per state protocol.

C. Stark County Emergency Management Agency

1. Liaison with Ohio Emergency Management Agency and other state & federal resources.

2. Facilitate with declaration of a State of Emergency as needed.

3. Provide coordination of community needs through activation of the County EOC and integration with established ESF's (Emergency Service Functions) and Annexes.

4. Work within the Incident Command Structure (ICS) as defined in the NIMS document and the Stark County Public Health Emergency Response Plan.

D. Red Cross

1. Provide rehabilitation services at various locations which may include: Incident Command Posts, Emergency Operation Centers, morgue (or temporary morgues), emergency facilities and assembly places.

2. Sheltering and/or feeding those displaced by evacuation or left outside of a declared quarantine area.

3. Public information dissemination as coordinated through the Joint Information Center.

4. Provide welfare inquiry assistance.

5. Provide additional blood products and biomedical products to local hospitals as able.

E. Public School Systems

1. Provide school facilities and resources as able and according to MOU's.

F. SARTA

1. Provide mass transportation, temporary mobile shelter and resources as available

G. State Health Department

1. Provide technical support to the Health Departments as requested and available

2. Provide supplies and resources as requested and available

3. Provide laboratory support

H. Ohio EPA

1. Monitor contamination and pollution of public water supplies.

2. Provide technical support to the Health Departments as requested.

I. Mental Health and Recover Services Board of Stark County

Crisis Intervention and Recovery Center (CIRC)

1. In conjunction with the Public Information Officer, provide public health information.

2. Provide consultation services to the Incident Command Structure.

3. Perform Crisis Intervention services at various locations, as required by event.

4. Family support services (including death notification)

5. Assist in providing mental health services for responders

6. Provide ongoing support to those currently receiving mental health services

7. Work within the Incident Command Structure (ICS) as defined in the NIMS document and the Stark County Public Health Emergency Response Plan.

Mental/Behavioral Health Organization

1. Mitigation of long-term emotional and behavioral effects of a public health emergency

J. Law Enforcement

1. Law enforcement shall respond to and assist with any emergency or declared disaster within the law enforcement agency jurisdiction. Those responses for aid outside of agency jurisdiction shall be dictated by established mutual aid agreements or request for such assistance as approved by the executive director (Chief) of such agencies. Such response shall be in accordance with established procedures and protocols.

2. Law enforcement in its role as first responders shall respond to the scene, evaluate the scene, render aid, and provide an initial appraisal.

3. Law enforcement will initiate and work within the Incident Command Structure (ICS) as defined in the NIMS document and the Stark County Public Health Emergency Response Plan.

4. Law enforcement shall assist with perimeter control, scene protection, first aid, law enforcement, and investigation of the incident.

5. Law enforcement shall assist with the evacuation or shelter-in place of persons or areas affected by the incident should such a decision be made by the Incident Commander.

6. Law enforcement shall assist with command post security, mass clinic sites, morgue sites, etc.

7. Law enforcement shall assist with communications coordination with other law enforcement agencies, first responders, and other emergency services responders.

8. Law enforcement shall assist with the coordination of special transportation needs or request for medical supplies or medical personnel.

9. Law enforcement shall assist with egress routes, or escorts of outside jurisdictional assets as requested.

10. Law enforcement shall assist with the initial response of military civil support teams.

11. Law enforcement shall assist with the federal law enforcement response.

K. Fire & EMS

1. Provide first responder actions as necessary to any incident requiring Fire &/or EMS intervention.

2. Initiate and work within the Incident Command System (ICS) as defined in the NIMS document and the Stark County Public Health Emergency Response Plan.

3. Jurisdictional Incident Commander will serve as activation point for the Ohio Fire Chief's Emergency Response Plan.

4. Jurisdictional Incident Commander will serve as activation point for the Stark County HAZMAT Team.

5. Jurisdictional Incident Commander will initiate deployment of EMS Chempacks per state protocol.

6. Provide command and control incident management overhead teams as requested or needed in compliance with NIMS standards.

7. Implement the START (Simple Triage and Rapid Treatment) System for patient care at the scene of a mass casualty incident.

8. Will serve as an agency representative or in unified command for those incidents that do not have fire service jurisdictional authority.

V. CONTINUITY OF LEADERSHIP

A. Succession of Leadership

Each Health Department in Stark County has its own Chain of Command. This section of the plan describes the order of leadership in each department during a disaster.

1. Alliance City Health Department
    a. Health Commissioner
    b. Director of Nursing
    c. Sanitarian

2. Canton City Health Department
    a. Health Commissioner
    b. Director of Environmental Health
    c. Director of Nursing

3. Massillon City Health Department
    a. Health Commissioner
    b. Director of Nursing
    c. Sanitarian

4. Stark County Health Department
    a. Health Commissioner
    b. Director of Administration and Support Services
    c. Director of Environmental Health
    d. Director of Nursing

B. Assembly Places

An Assembly Place is a location for staff to meet immediately following an event that has made the original health department building unusable. This location allows for management to assess the situation. Management will then determine and direct the staff to a facility that they will be able to maintain operations and continue business according to their *Alternate Facilities* identified in the COOP Annex.

Each Health Department has designated a primary and secondary assembly location.

Identification: Each health department employee is issued a health department ID badge. Vehicles will be identified by markings on the vehicle or by placards.

VI. INTEGRATION WITH OTHER PLANS

A. This plan will be part of the Stark County Emergency Operations Plan (EOP) as ESF8.

B. Response to a public health emergency will be coordinated with area Hospital Emergency Operation Plans.

C. Response to a public health emergency will be coordinated with area School Emergency Operation Plans.

D. Coordination with other local, regional, state, and federal public health disaster plans.

VII. REVIEW AND UPDATES

A. By the end of June of every year, the Steering Committee as described in the initial Stark County PHEP grant application will approve the revised plan submitted by the Stark Public Health Emergency Response Planning Committee. This plan will be reviewed with information gathered from tabletop exercises, actual events, and other information.

B. A final copy of the approved plan will be provided to the Stark County Public Health Emergency Response Planning Committee.

C. A master copy will be maintained by the Planning Coordinator

D. This plan along with the annexes and Standard Operating Guidelines (SOGs) will be located on the Ohio Public Health Communication System (OPHCS).

VIII. COMMUNICATION

A. Local Health Department Availability 24/7

Each local health department has either a recorded message describing non-business hours contact procedures, or has their phones answered during non-business hours as described below:

1. Alliance City Health Department

   Callers are directed to contact the police department during non-business hours. The police dispatcher then contacts the health department through the department call down list that is programmed into their computer system.

2. Canton City Health Department

   The Canton Communications Center (a centralized dispatch center) answers all non-business hour calls to the health department. The dispatcher then contacts the health department using a duty pager.

3. Massillon City Health Department

   Non-business hour calls answered by an answering machine that refers the caller to the Health Commissioner's after hour's phone number.

4. Stark County Health Department

   Non-business hour calls are either answered by an answering service or directly by the designated on-call staff. Appropriate department personnel are then contacted by way of cell phones.

B. Local Health Department Contacts 24/7 *(See LHD Contacts Annex)*

Call down list and procedures

Each Health Department in Stark County has an internal call-down procedure incorporated into this plan as a Standard Operating Guideline (SOG).

C. Health Alert Network *(See HAN Annex)*

The Health Alert Network (HAN) is a communication system designed to provide information and alerts rapidly to appropriate people and agencies in Stark County. This network will enable the health departments to contact others in a fast and easy method. The HAN Coordinator will maintain current contact information.

D. Public Information Plan *(See Public Information and Joint Information Annex)*

1. The goal of the Public Information Plan is to provide timely, accurate, and standard information during a time of public health emergency.

2. Those agencies utilizing the Stark County Public Health Emergency Response Plan recognize the Public Information Officer (PIO), as established under NIMS, to be the manager of public information regarding the emergency incident.

3. The PIO will serve to coordinate and disseminate public information regarding the incident. Some incident information, due to security reasons, may be restricted from the public.

4. All reasonable efforts will be employed by responding agencies to maintain the Public Information Plan.

IX. COMMAND AND CONTROL *(See Command and Control/ICS Annex)*

Command and Control is established through a coordinated response based on ICS Planning, as defined by NIMS. The ICS Plan represents a fully developed response plan. The actual Incident Action Plan will be developed by command as the situation dictates. ICS is the model for command, control, and coordination.

X. EDUCATION/TRAINING

A. Education & training public health issues and the PHERP will be provided as needed/requested to community agencies and public health staff.

B. Drills and exercises will be conducted periodically to assess the level of preparedness. All drills and exercises will be coordinated through the use of an HSEEP Multi Year Training and Exercise Plan. When at all possible health department exercises will be coordinated with partnering agencies including hospitals, MRC, EMA, and the LEPC. *(See Multiyear Training and Exercise Annex)*

XI. PUBLIC INPUT

A. The Stark County Public Health Emergency Response Plan will be available for public review on each of the four health department's websites.

B. The contact number and email for the Public Health Emergency Planning Coordinator will be provided for the public to contact with any questions, comments, suggestions, and/or concerns.

C. During the month of September for Preparedness Month, a press release and social media posts will be disseminated to guide the public to our website to view our plan and provide any questions, comments, suggestions and/or concerns to the contact information provided.

XII. FUNCTIONAL ANNEXES

Local Health Department Contacts Annex
Stark Health Alert Network (HAN) Annex
Pharmacy Annex
Command and Control/ICS Annex
Hospital Surge Capacity Annex
Stark County Communicable Disease Response Annex
Point of Distribution (POD) Annex
Pandemic Flu Annex *(including Mass Fatality and Non-Pharmaceutical Interventions/Quarantine)*
Continuity of Operations Plan (COOP) Annex
Excessive Temperature and Utility Disruption Annex
Antiviral/SNS Distribution Annex
MultiYear Training and Exercise (MTEP)Annex

Stark County Public Health and Healthcare Tactical Interoperable Communications Annex
Functional Needs Annex
Public Information & Joint Information Center Annex
Public Health Hazard Identification Risk Analysis (HIRA)
Volunteer Annex
Legal Annex
High-Risk Communicable Disease Annex (Ebola)-in progress

Additional SOGs include:

- Call-Down List
- Notification and Activation
- Sending HAN Messages
- MARCS
- Release of HAN
- OPHCS
- Cell Phone & Pager
- VoIP
- Alternate Care Sites
- Public Health Call Center

APPROVAL

The following agencies hereby accept this Stark County Public Health Emergency Response Plan along with the following annexes: Local Health Department Contacts, Stark County HAN, Pharmacy, Command and Control/ICS, and Hospital Surge.

Alliance City Health District	
	Randall Flint, MPH Health Commissioner
	X
	Date

Canton City Health District	
	James Adams, MPH Health Commissioner
	X
	Date

Massillon City Health District	
	Terri Argent, RS, REHS Health Commissioner
	X
	Date

Stark County Health District	
	Kirkland Norris, MPH Health Commissioner
	X
	Date

Stark County Emergency Management Agency	
	Tim Warstler EMA Director
	X
	Date

Acronym Definition Page

ACS	Alternate Care Site
CDC	Centers for Disease Control and Prevention
CIRC	Crisis Intervention and Recovery Center
COOP	Continuity of Operations Plan
DHS	Department of Homeland Security
DOD	Department of Defense
EHPC	Emergency Healthcare Planning Committee
EMA	Emergency Management Agency
EOC	Emergency Operation Center
EOP	Emergency Operation Plan
EPA	Environmental Protection Agency
EPI	Epidemiology
ESF	Emergency Service Functions
FBI	Federal Bureau of Investigation
FEMA	Federal Emergency Management Agency
HAN	Health Alert Network
HAZMAT	Hazardous Materials
HICS	Hospital Incident Command System
HIRA	Hazard Identification Risk Analysis
HRSA	Health Resources and Services Administration
HSEEP	Homeland Security Exercise and Evaluation Program
ICS	Incident Command System

JIC	Joint Information Center
MARCS	Multi-Agency Radio Communication System
MOU	Memorandum of Understanding
MRC	Medical Reserve Corps
NDMS	National Disaster Medical System
NECO	Northeast Central Ohio (Region V)
NIMS	National Incident Management System
ODH	Ohio Department of Health
ODNR	Ohio Department of Natural Resources
OPHCS	Ohio Public Health Communication System
OSIRN	Ohio Statewide Interoperable Radio Network
OSP	Ohio State Patrol
PHERP	Public Health Emergency Response Plan
PIO	Public Information Officer
PODS	Point of Dispensing Sites
PPE	Personal Protective Equipment
SARTA	Stark Area Regional Transit Authority
SCENS	Stark County Emergency Notification System
SNS	Strategic National Stockpile
SOG	Standard Operating Guideline
START	Simple Triage and Rapid Treatment
TAC	Technical Advisory Committee
VoIP	Voice Over Internet Phone

VRC	Volunteer Reception Center
WENS	Wireless Emergency Notification System
WHO	World Health Organization

APPROVAL

The following agencies hereby accept this Stark County Public Health Emergency Response Plan along with the following annexes: Local Health Department Contacts, Stark County HAN, Pharmacy, Command and Control/ICS, and Hospital Surge.

Alliance City Health District	
	Randall Flint, MPH Health Commissioner
	X Randall M. Flint
	Date 6-24-15

Canton City Health District	
	James Adams, MPH Health Commissioner
	X James M. Adams
	Date 6/24/2015

Massillon City Health District	
	Terri Argent, RS, REHS Health Commissioner
	X Terri Argent
	Date 6/24/2015

Stark County Health District	
	Kirkland Norris, MPH Health Commissioner
	X Kirkland Norris
	Date 6/24/2015

Stark County Emergency Management Agency	
	Tim Warstler EMA Director
	X Tim Warstler
	Date 6/30/2015