

Spring Lake Park Emergency Operations Plan

Emergency Support Function #8- Public Health & Medical

Primary Agency

The primary agency responsible for this Emergency Support Function (ESF) is delegated to Anoka County Public Health.

Local Supporting Agencies

The supporting agencies for this ESF include;

- Spring Lake Park Attorney's Office
- Anoka County Central Communications
- Spring Lake Park Emergency Management
- Anoka County Emergency Management
- Spring Lake Park Mayor and City Council
- Spring Lake Park Financial Management
- Spring Lake Park Human Resources
- Anoka County Human Services Division
 - Community Corrections
 - Community Social Services
 - Income Maintenance
 - Job Training Center
 - Medical Examiner
 - Mental Health

Spring Lake Park Information Services
Spring Lake Park Public Information
Spring Lake Park Public Works
Spring Lake Park Parks and Recreation
Spring Lake Park Police Department
Medical Reserve Corps of Anoka County
Surrounding Supporting Agencies
Allina Medical Transportation
North Memorial Ambulance
Local Health Clinics
Daycare Centers
Hospitals
Long Term Care Facilities
Pharmacies
School Districts
Urgent Care Centers
Minnesota Incident Management Team

State Resource

Emergency & Communication Health Outreach
Minnesota Board of Animal Health
Minnesota Department of Agriculture
Minnesota Department of Corrections
Minnesota Department of Human Services

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Minnesota Department of Health:

- Environmental Health Division
- Infectious Disease, Epidemiology, Prevention and Control Division
- Office of Communication
- Office of Emergency Preparedness
- Office of Public Health Practice
- Public Health Laboratory Division
- Professional Workforce and Development Unit

Minnesota Department of Natural Resources

Minnesota Department of Public Safety

- Homeland Security and Emergency Management
- Minnesota Duty Officer

Minnesota National Guard

Minnesota Pollution Control Agency

Federal Resources

Department of Health & Human Services

- Centers for Disease Control and Prevention
- Food and Drug Administration
- Substance Abuse and Mental Health Services Administration

Department of Homeland Security

- Federal Emergency Management Agency

Environmental Protection Agency

Department of Agriculture

Office of the U.S. Surgeon General

- Office of the Civilian Medical Reserve Corps

References

The following are a list of reference documents for this ESF

Anoka County Public Health SOP's

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Minnesota Emergency Operations Plan

Purpose

The purpose of this document is to describe the framework for mitigation, preparedness, response, and recovery actions within the City of Spring Lake Park in order to protect the public's health.

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Scope

The Anoka County Public Health All Hazards Response and Recovery Plan is a supporting document to the Spring Lake Park Emergency Operations Plan and is stored electronically in the Department Operations Center I: drive folder. In addition, paper copies are located in the Community Health and Environmental Services Department Director's office and in the Department Operations Center Room W255.

Requests for copies of this plan may be directed to the Director of Anoka County Public Health Department.

The following attachments provide recommendations for specific response activities directed by the Anoka County Public Health Department:

- Department Operations Center Standard Operating Guidelines
- Response Communication Standard Operating Guidelines
- Public Information Standard Operating Guidelines
- Workforce Standard Operating Guidelines
- Asset Request, Receipt, and Management Standard Operating Guidelines
- Dispensing and Distribution Standard Operating Guidelines
- Infectious Disease Standard Operating Guidelines
- Environmental Health Standard Operating Guidelines and
- Disaster Behavioral Health Standard Operating Guidelines

Situation and Assumption

As part of the Spring Lake Park Emergency Operations Plan, the Health and Medical Services Emergency Support Function is written as an "all hazards" type of plan. An incident impacting the health of Spring Lake Park residents will require a coordinated response between the Community Health and Environmental Services Department, local health care systems, and the community at large.

Local public health statutory responsibilities are outlined on page 9 of this document.

Local public health roles and responsibilities include six specific essential functions in the state of Minnesota. All actions taken by the Anoka County Community Health and Environmental Services Department are guided by these roles and responsibilities.

Essential services particularly applicable to public health emergencies include:

- Preparing for and responding to disasters and assisting the community in recovery,
- Preventing the spread of infectious disease, and
- Protecting against environmental health hazards.
- Inspect and arrange for the inspection and disposal of contaminated food supplies.

The nature and scope of an incident will determine Community Health and Environmental Services Department continuity of operation's needs.

Local health care systems will maintain their own individualized mitigation, preparedness, response, and recovery plans.

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Mercy and Unity Hospitals have the capability to decontaminate chemically, biologically or radiologically contaminated casualties at a moderate level.

Mass fatality management is the primary responsibility of the Anoka County Midwest Medical Examiner's Office. During disaster operations Spring Lake Park will follow the Metro Area Mortuary Plan.

The Spring Lake Park Police Department responsible for security issues associated with activated public health response facilities, such as mass dispensing sites and local distribution nodes located in the City of Spring Lake Park.

One key consideration within this ESF is the coordination of operations within the other City Departments as State, Local and private partnerships. Additionally, a few items which will need to be addressed throughout the incident include;

- Maintain Situational Awareness at all times. Complete a continual size up of the affected systems and or areas.
- Identify operational considerations for the disaster.
- Develop a list of resources affected.
- Develop a list of resources needed.
- Create a recovery plan and identify the proper resources to enact the plan.
- Maintain a record of all activities and expenses in accordance with FEMA standards.
- Communicate timely information to the public on the current situation and future outcomes.

During the drafting of the IAP these and other considerations will need to be addressed. Additional Standard Operating Procedures may be drafted prior to an emergency to assist in the coordination of operations and resources.

The Community Health and Environmental Services Department is responsible to ensure a coordinated public health response in the City of Spring Lake Park. This includes but is not limited to activities around:

- All-hazard public health information, consultation, and technical assistance;
- Assessment of public health needs;
- Coordination of public health intervention strategies including but not limited to isolation and quarantine, local surveillance, and mass dispensing/mass prophylaxis;
- Environmental Health issues such as food safety and potable water/wastewater and solid waste disposal;
- Medical supplies management and distribution including coordination of Strategic; National Stockpile assets and Metro Pharmaceutical Cache.

While outside the scope of direct provision of public health services, additional activities may fall within the assurance function of public health coordination including:

- Agricultural safety

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- Citizen evacuation and shelter-in place
- Disaster behavioral health
- Emergency public information and warning
- Mass care
- Patient transportation and evacuation
- Patient care and surge coordination
- Responder safety and health
- Vector control

In the event a regionalized response is required, a Multi-Agency Coordination System will be utilized.

During an emergency, the Community Health and Environmental Services Department Director or her/his designee is responsible for the evaluation of department continuity of operations and essential service's needs.

Concept of Operations

In addition to the responsibilities identified under the Scope Section of this plan, the following is a framework to implement this ESF.

In the event community healthcare resources are depleted during a response, *a request will be initiated for resources at the regional or state level through mechanisms including but not limited to the:*

- Twin Cities Public Health and Environmental Health Entities in Minnesota Mutual Aid Agreement
- Metro Hospital Compact and/or other healthcare mutual aid agreements,
- Minnesota Department of Health, and/or
- The Strategic National Stockpile.

Refer to the SOP's established for public health operations which are held with the department.

Notification and Activation

Notification to the primary responsible agency under this ESF will come through either;

- Anoka County Central Communication
- Direct call to Emergency Management

Organization

The organization of operational components supporting this ESF will follow the National Incident Management System Components. Specifically for logistical operations the following positions may be staffed;

- Incident Command
- Operations Section Chief
- Branch Directors
- Logistics Section Chief
- Planning Section Chief

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All of the responsibilities under the above positions will be at the direction of the Anoka County Community Health & Environmental Service Director as well as the Operations Manager for Allina Medical Transportation.

Mutual Aid Agreements/ Memorandums of Understanding

A number of mutual aid agreements are in-place for emergency operations. These agreements are throughout this plan as well as on file with the Anoka County Community Health & Environmental Service department. In addition, local agencies may have their own mutual aid agreements with other agencies. This plan is designed to work in cooperation with those pre-existing agreements.

Additional agreements may be needed to secure resources. These agreements will be worked out through the Incident Commander, Spring Lake Park Emergency Manager, Logistic Section Chief or the Finance Section Chief during emergency operations.

Any resource that is acquired during emergency operations regardless if it is a donation or billable expense will need to have a Memorandum Of Understanding (MOU) completed prior to deployment of use of the resource.

The American Red Cross has a list of disaster shelters available throughout Anoka County. This list is on file with Spring Lake Park Emergency Management.

Actions: Initial

The Community Health and Environmental Services Department will be notified of a potential or actual public health incident by direct contact from the Minnesota Department of Health, Anoka County Dispatch, Anoka County healthcare entities, or the Spring Lake Park Emergency Management Director.

*The Department Director, Department Operations Center Incident Commander, or her/his designee will communicate with key local officials to discuss the incident and determine when to request state assistance, including but not limited to assets from the Strategic National Stockpile.

Refer to the Department Operating Center Standard Operating Guidelines operational-level details regarding the following response activities:

- Command and General Staff positions will be activated, as needed, by the Community Health and Environmental Services Department Director or her/his designee.
- The physical Department Operations Center location (W255) will be opened and set up, as needed.
- The Incident Command System planning 'P' process will be utilized to plan for and coordinate incident management activities and to develop an Incident Action Plan specific to the needs of the incident.
- The scope and nature of the incident will determine which standard operating procedure/guideline documents are necessary for response operations.

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- Incident documentation will be maintained through the use of Incident Command System forms.

The Community Health and Environmental Services Department Director or her/his designee will evaluate the need for the initiation of components of the Community Health and Environmental Services Department Business Continuity Plan.

Pre-hospital emergency medical care will be provided by law enforcement, fire service, and other first responders until other medical professionals arrive on the scene. All movement of patients during an emergency is the responsibility of the health care providers providing service within Spring Lake Park and surrounding communities.

Allina Transportation and North Memorial Ambulance will be the primary ambulance services utilized to transport injured persons. White Bear Lake Ambulance, Hennepin County Medical Center Ambulance, and Health East Ambulance may also be utilized if additional resources are required. The services identified will make accommodations to support the movement of special needs populations.

Injured persons will be transported first to Mercy and Unity Hospitals; however, if the number of injured persons exceeds the bed capacity of these facilities, the East and West Medical Response Communication Center or the Regional Hospital Resource Center will assist in coordination of bed assignments at assisting facilities to deal with medical surge issue.

Mercy and Unity Hospitals will be the primary resource for decontamination capabilities within Anoka County. Additional assistance may be available from the North Metro Chemical Assessment Team (CAT22).

Emergency medical care at mass shelters will be handled by the local EMS providers who have responsibility within a given jurisdiction.

The Midwest Medical Examiner's Office will direct the:

- Establishment and operation of emergency mortuary facilities and
- Recovery and processing of human remains.

Actions: Continuing

- Maintain Situational Awareness and provide timely information to the Command and General Staff.
- Provide timely information to the Incident Commander.
- Identify Operational Periods to ensure continuity of operations in order to resolve the situation.
- Identify the future resource needs for the management of operations.

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- Participate in the Planning Process throughout the operations to ensure proper planning and documentation through Incident Action Plans.
- Ensure all documentation is being completed throughout the incident and work closely with the Finance Section Chief to track incident costs.

EMERGENCY MORTUARY OPERATIONS:

- The establishment and operation of mortuary facilities will be the responsibility of the Anoka County Medical Examiner. The procedures for the processing of victims will follow the metro regions mass causality plan and the processing facility operated by the Metropolitan Airports Commission.
- The recovery of human remains will be under the direction of the Anoka County Medical Examiner and will follow the processing protocols identified in the Metro Region Mortuary plan.

CRISIS COUNSELING COORDINATION:

- The American Red Cross, the Anoka County Human Services Division will provide information about community resources and assist as indicated by need, with referrals to the appropriate services.
- Debriefing, stress management and counseling services for the emergency responders will be provided by the Critical Incident Stress Debriefing Team (CISM), behavioral healthcare providers, the Minnesota Volunteers Organized to Aid in Disasters (MnVOAD) or the Minnesota Duty Officer. CHES can provide information about these services and assist with referrals to the appropriate service delivery systems.

Actions: Closeout

- Evaluate the need for ongoing operations and develop a Demobilization Plan.
- Demobilize the Incident Management Team.
- Complete an After Action Review and establish a Corrective Action Plan.
- Maintain documentation on the incident within the department and copy Spring Lake Park Emergency Management if needed.