

Charles County COVID-19



Event Plan



Operational Period

From		To
3/18/20	-	3/20/20
8:00		8:00

INCIDENT OBJECTIVES (ICS 202)

1. Incident Name Charles County COVID-19	2. Operational Period	Date From: 3/18/20 Time From: 8:00	Date To: 3/20/20 Time To: 8:00
3. Objectives Ensure the safety and overall health and well-being, including mental health of the residents, county employees, and responders, throughout this incident.			
Conduct surveillance of COVID-19 cases in collaboration with the health department, hospital, physicians, and other health care providers.			
Maintain timely, accurate and uniform communications with residents, employees and first responders as well as partners in the tri-County and National Capital Region and the state of Maryland.			
Prepare for and handle the human reaction crisis contingencies in long terms.			
Prepare for long term order maintenance.			
Prepare for and sustain our communities hierarchy of needs throughout this incident.			
Determine trigger points for Continuity of Operations for all agencies, including government, public safety, schools, hospital, and other critical infrastructure systems.			
4. Operational Period Command Emphasis			
General Situational Awareness			
5. Site Safety Plan Required? <input type="checkbox"/> Yes <input type="checkbox"/> No Approved Site Safety Plan(s) Located at:			
6. Attachments (check if attached)			
<input checked="" type="checkbox"/> ICS 203 <input type="checkbox"/> ICS 204 <input type="checkbox"/> ICS 205 <input checked="" type="checkbox"/> ICS 205A <input type="checkbox"/> ICS 206	<input type="checkbox"/> ICS 207 <input type="checkbox"/> ICS 208 <input type="checkbox"/> Map/Chart <input type="checkbox"/> Weather <input type="checkbox"/> Forcast/Tides/Currents	<input checked="" type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>	_____ La Plata Business Status _____ Law Enforcement Plan _____
7. Prepared by: Name: <u>Joe Hoffmaster</u> Position/Title: <u>PSC</u> Signature: _____			
8. Approved by Incident Commander: Name: <u>Michelle Lilly</u> Signature: _____			
ICS 202	IAP Page <u>2</u>	Date/Time: <u>March 17, 2020 @ 22:30</u>	

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name Charles County COVID-19		2. Operational Period Date From: 3/18/20 Date to: 3/20/20 Time From: 8:00 Time to: 8:00	
3. Incident Commander and Staff		7. Operations Section	
UC	Dr. Lowry	Chief	
UC	Michelle Lilly	Deputy	
Deputy	Melanie Gardner		
Deputy	Tony Rose		
Safety Officer	Marvin Anderson	a. Branch I	Public Health
Public Information Office	Jennifer Harris, Donna Fuqua	Branch Director	Mary Lilly
Intell Officer	Jason Stoddard	Deputy	Ranston Harvey
4. Agency Representative		DSS	
Agency	Name	Hospital	Bill Grimes
Intell officer Deputy	Mike Meiser 301-751-8798	Nursing Homes	need to fill
Lifestyles	Sandy Washington	Health Care Providers	need to fill
		Rehab Centers	need to fill
		Assisted Living	need to fill
		b. Branch II	Public Safety
		Branch Director	John Filer
		Deputy	Stephen Finch
		Vol Fire	Mark Kaufmann Jr.
		Vol EMS	Andrew Spalding
5. Planning Section		c. Branch III	Law Enforcement
Chief	Joe Hoffmaster 301-399-2600	Branch Director	Chris Schmidt
Deputy	Bill Smith	Deputy	Cari Baker
Resource Unit		La Plata Police	Chris Becker
Situation Unit	need to fill	MD State Police	Thomas Quade
Documentation Unit	need to fill	DNR	Catherine Meddelin
Demobilization Unit		MdTA	Brian Lawrence
Human Resources			
Technical Specialists	(name / specialty)	d. Branch IV	Infrastructure
		Branch Director	
		Deputy	
6. Logistics Section			
Chief	Nick Ellis		
Deputy	need to fill	e.	
Support Branch			
Support Branch Dir.			
Supply Unit			
Facilities Unit			
Ground Support Unit		10. Finance Section	
Service Branch		Chief	Jennifer Adams
Service Branch Dir.		Deputy	
Communications Unit		Time Unit	
Medical Unit		Procurement Unit	
Security Unit		Comp/Claims Unit	
Food Unit		Cost Unit	
9. Prepared by: Name: Joe Hoffmaster		Position/Title: PSC Signature	
ICS 203	IAP Page 3	Date/Time: _____	

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name		2. Operational Period	
Charles County COVID-19		Date From: 3/18/20	Date to: 3/20/20
		Time From: 8:00	Time to: 8:00
3. Incident Commander and Staff		7. Operations Section	
UC	Dr. Lowry	Chief	
UC	Michelle Lilly	Deputy	
Deputy	Melanie Gardner		
Deputy	Tony Rose		
Safety Officer	Marvin Anderson	a. Branch V	Governance
Public Information Officer	Jennifer Harris, Donna Fuqua	Branch Director	need to fill
Intell Officer	Jason Stoddard	Deputy	need to fill
4. Agency Representative			
Agency	Name		
Intell officer Deputy	Mike Meiser 301-751-8798		
Lifestyles	Sandy Washington		
CC Public Schools	Jason Stoddard		
		b. Branch VI	Business
		Branch Director	Bonnie
		Deputy	Darrell Brown
5. Planning Section		c. Branch VII	
Chief	Joe Hoffmaster 301-399-2600	Branch Director	
Deputy	Bill Smith	Deputy	
Resource Unit			
Situation Unit	need to fill		
Documentation Unit	need to fill		
Demobilization Unit			
Human Resources			
Technical Specialists	(name / specialty)	d. Branch VIII	
		Branch Director	
		Deputy	
6. Logistics Section			
Chief	Nick Ellis		
Deputy	need to fill	e. Branch IX	
Support Branch			
Support Branch Dir.			
Supply Unit			
Facilities Unit		10. Finance Section	
Ground Support Unit		Chief	Jen Adams
Service Branch		Deputy	need to fill
Service Branch Dir.		Time Unit	
Communications Unit		Procurement Unit	
Medical Unit		Comp/Claims Unit	
Security Unit		Cost Unit	
Food Unit			
9. Prepared by: Name: <u>Joe Hoffmaster</u> Position/Title: <u>PSC</u> Signature _____			
ICS 203	IAP Page <u>4</u>	Date/Time: _____	

COMMUNICATIONS LIST (ICS 205A)

1. Incident Name Charles County COVID-19		2. Operational Period:	Date From: 3/18/20 Time From: 8:00	Date to: 3/20/20 Time to: 8:00
3. Basic Local Communications Information:				
Name - Last	Name-First	Representing	Email	Phone
Adams	Jennifer	DES	AdamsJen@Charlescountymd.gov	301-609-3430
Baker	Cari	CCSO	bakerce@ccso.us	240-444-2564
Becker	Chris	La Plata Police	cbecker@townoflaplata.org	301-399-1395
Brown	Darrell	Economic Development	Brownd@charlescountymd.gov	301-885-1346
Cress	Lauri	Charles Regional Medical Center	lauri.cress@umm.edu	
Ellis	Nick	DES- Logisitics	DESLogistics@charlescountymd.gov	240-416-8955
Filer	John		FilerJ@charlescountymd.gov	301-399-1143
Finch	Stephen	DES	FinchS@charlescountymd.gov	
Fuqua	Donna			
Hoffmaster	Joe	Planning Section	DESPlanning@charlescountymd.gov	301-399-2600
Kaufmann	Mark Jr	Volunteer Fire Chief	markeng1trk@hotmail.com	
Konschak	Matt	Naval Surface Warfare	matthew.knonschak@navy.mil	301-774-6504
Lilly	Michelle	CCDES Director, Unified Command	LillyM@charlescountymd.gov	
Lilly	Mary	C C Dept. of Health	Miilly@maryland.gov	240-435-0274, 301-609-6762
Lowry	Susan	MDH	suzan.lowry@maryland.gov	
Mills	D.J.	Vol Fire- Special Operations Chief	djm31_9@hotmail.com	
O'Malley Simpson	Katie	CCBOE PIO	Komalley@ccboe.com	
Proctor	Destiny	DES	proctord@charlescountymd.gov	
Quade	Thomas	MSP	Thomas.Quade@maryland.gov	301-536-1742
Rose	Tony	DES Deputy Director, Unified	RoseT@charlescountymd.gov	
Russell	Cindy	DSS	cindy.russell@maryland.gov	301-392-6415
Schmidt	Louis Chris III	CCSO	schmidtlo@ccso.us	240-419-1612
Seaman	Kevin	CEEMS	seamank@chalrescountymd.gov	240-776-2606
Smith	Bill	CCVFA/CCAEMS	Smithb@ccvfireems.org	301-934-3581
Spalding	Andrew	Volunteer EMS Chief	chiefems@ccvfireems.org	
6. Prepared by: Name: _____ Title: _____ Signature _____				
ICS 205A	IAP Page _____	Date/Time: _____		

