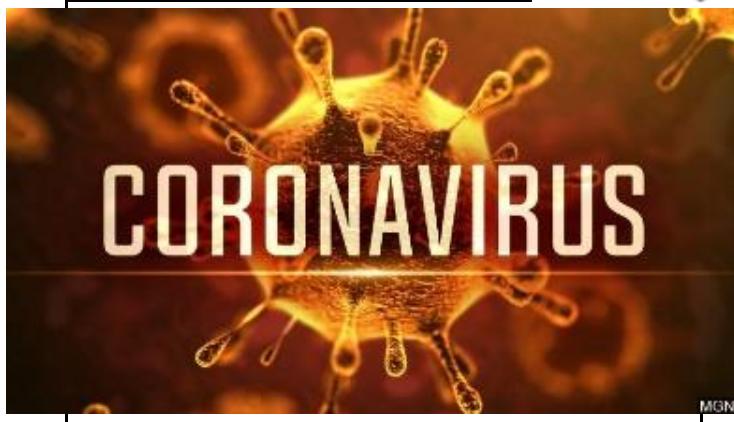


Charles County COVID-19

Incident Action Plan



Operational Period

From
3/26/20
8:00

To
3/28/20
8:00

Changes in Yellow

INCIDENT OBJECTIVES (ICS 202)

1. Incident Name Charles County COVID-19	2. Operational Period	Date From: 3/26/20	Date To: 3/28/20
		Time From: 8:00	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			
Personnel who report having a fever, sore throat, cough or other respiratory related symptoms should stay at home and self-isolate until they are symptom free for a period of 72 hours.			
Personnel with beards should be aware of the OSHA requirements for proper N95 mask fitting.			
General Situational Awareness			
Meeting Rules- Please silence all radios, telephones and private conversations. Please keep information to a brief. Tactical information should take place at tactical meetings.			
Emails- Emails addressed to DESPlanning should have formated subjects- ex. VolFire- Morning Brief 3/23/2020. All briefs should consist of fact and limited opinion.			
5. Site Safety Plan Required? <input type="checkbox"/> Yes <input checked="" 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 207 <input type="checkbox"/> ICS 204 <input checked="" type="checkbox"/> ICS 208 <input type="checkbox"/> ICS 205 <input type="checkbox"/> Map/Chart <input checked="" type="checkbox"/> ICS 205A <input type="checkbox"/> Weather <input type="checkbox"/> ICS 206 <input type="checkbox"/> Forcast/Tides/Currents	<input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	ICS 214	<hr/> <hr/> <hr/> <hr/>
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 24, 2020 @ 09:45</u>	

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name Charles County COVID-19		2. Operational Period Date From: 3/26/20 Date to: 3/28/20 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	John Filer	a. Branch I	Public Health	
Public Information Office	Jennifer Harris	Branch Director	Ranston Harvey	
Intell Officer	Jason Stoddard	Deputy	Mary Lilly	
4. Agency Representative		DSS		
		Liaison Officer	Raena Barnes	
Agency	Name	Hospital	Bill Grimes	John Filer
Intell officer Deputy	Mike Meiser 301-751-8798	Nursing Homes	need to fill	
Lifestyles	Sandy Washington	Health Care Providers	need to fill	
Public Schools	Mike Meiser 301-751-8798	Rehab Centers	need to fill	
		Assisted Living	need to fill	
		b. Branch II	Public Safety	
		Branch Director	Mark Kaufmann Jr.	
		Deputy	Scott Herbert	D J Mills
		Vol Fire	Mark Kaufmann Jr.	
		Vol EMS	Andrew Spalding	
		Logistics	Scott Herbert	
5. Planning Section		c. Branch III	Law Enforcement	
Chief	Joe Hoffmaster 301-399-2600	Branch Director	Chris Schmidt	
Deputy	Bill Smith 240-393-1614	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		
		SMECO	Jennifer Raley	240-434-2532
		Grocery		
		Fuel		
6. Logistics Section		Propane		
Chief	Nick Ellis	Natural Gas		
Deputy	Lori Cherry			
Support Branch				
Donations	Ed Tucker			
Supply Unit				
Facilities Unit		10. Finance Section		
Ground Support Unit		Chief	Jennifer Adams	
Service Branch		Deputy		
Service Branch Dir.		Time Unit		
Communications Unit		Procurement Unit		
Medical Unit		Comp/Claims Unit		
Security Unit		Cost Unit		
Food Unit				
9. Prepared by: Name: Joe Hoffmaster		Position/Title: PSC Signature		
ICS 203	IAP Page 3	Date/Time: March 24, 2020 @ 09:45		

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name Charles County COVID-19		2. Operational Period Date From: 3/26/20 Date to: 3/28/20 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	John Filer	a. Branch V	Governance	
Public Information Office	Jennifer Harris	Donna Fuqua	need to fill	
Intell Officer	Jason Stoddard	301-399-7725	need to fill	
4. Agency Representative		Charles County Govern.	Michele Lilly	
Agency	Name	Town of LaPlata	Chris Becker	
Intell officer Deputy	Mike Meiser 301-751-8798	Town of Indian Head	Ryan	
Lifestyles	Sandy Washington			
CC Public Schools	Michael Meiser			
		b. Branch VI	Business	
		Branch Director	Darre'll Brown	
		Deputy	Marcia Keeth	
		Economic Development	Darre'll Brown	
		Chamber of Commerce	Bonnie Grady	
5. Planning Section		c. Branch VII		
Chief	Joe Hoffmaster	301-399-2600	Branch Director	
Deputy	Bill Smith	240-393-1614	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	Lori Cherry		e. Branch IX	
Support Branch				
Donations	Ed Tucker			
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: Joe Hoffmaster			Position/Title: PSC Signature _____	
ICS 203	IAP Page 4		Date/Time: March 24, 2020 @ 09:45	

COMMUNICATIONS LIST (ICS 205A)

1. Incident Name Charles County COVID-19		2. Operational Period: COVID-19	Date From: Time From:	3/23/20 8:00	Date to: Time to:	3/25/2020 8:00
3. Basic Local Communications Information:						
Name - Last	Name-First	Representing	Email		Phone	
Adams	Jennifer	DES FSC	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	Business Director Econ Dev	Brownd@charlescountymd.gov		301-885-1346	
Cress	Lauri	Charles Regional Medical Center	lauri.cress@umm.edu			
Ellis	Nick	DES- Logistics	DESLogistics@charlescountymd.gov		240-416-8955	
Filer	John	DES- Liaison	FilerJ@charlescountymd.gov		301-399-1143	
Finch	Stephen	DES	FinchS@charlescountymd.gov		240-507-3113	
Fuqua	Donna	PIO	Fuquad@CharlesCountyMD.gov		301-752-1497	
Harris	Jennifer	PIO	HarrisJ@CharlesCountyMD.gov			
Hoffmaster	Joe	Planning Section	DESPlanning@charlescountymd.gov		301-399-2600	
Kaufmann	Mark Jr	PS Branch Dir. Vol Fire Chief	markeng1trk@hotmail.com		240-299-1017	
Konschak	Matt	NSWC IHD	matthew.konschak@navy.mil		301-774-6504	
Lilly	Michelle	CCDES Director, Unified Command	LillyM@charlescountymd.gov			
Lilly	Mary	C C Dept. of Health	mlilly@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		301-399-5068	
Russell	Cindy	DSS	cindy.russell@maryland.gov		301-392-6415	
Schmidt	Louis Chris III	CCSO	schmidtlo@ccso.us		240-419-1612	
Seaman	Kevin	CCEMS	seamank@charlescountymd.gov		240-776-2606	
Smith	Bill	CCVFA/CCAEMS	Smithb@ccvfireems.org		301-934-3581	
Spalding	Andrew	Volunteer EMS Chief	chiefems@ccvfireems.org		301-751-6154	
6. Prepared by: Name: <u>Joe Hoffmaster</u> Title: <u>PSC</u> Signature _____						
ICS 205A	IAP Page <u>5</u>	Date/Time: <u>March 24, 2020 @ 09:50</u>				

COMMUNICATIONS LIST (ICS 205A)

SAFETY MESSAGE/PLAN (ICS 208)

1. Incident Name Charles County COVID-19	2. Operational Period	Date From: 3/26/20 Time From: 8:00	Date To: 3/28/20 Time To: 8:00	
3. Safety Message/Expanded Safety Message, Safety Plan, Site Safety Plan:				
<p>1. Total identified PUI's transported to date: 21</p> <p>2. PPE stockpiles remain stable with an estimated supply range of 10 days based on current call volumes.</p> <p>3. Revision to EMSOP Special Order 2020-01 Version 2.3 has been completed and awaits final signature.</p> <p>4. As this is a rapidly changing landscape, leaders should review any changes with their personnel each morning</p> <p>5. With the implementation of the most recent update of special Order 2020-01 V2.3, personnel should perform wellness checks twice a day as prescribed in the SO.</p> <p>6. Personnel who report having a fever, sore throat, cough or other respiratory related symptoms should stay at home and self-isolate until they are symptom free for a period of 72 hours.</p> <p>7. Personnel who have recently travelled to a suspected COVID-19 country or have taken a cruise which ported at a COVID-19 infected region should not report to work. Those personnel are being asked to self-isolate at home for a period of 14 days.</p> <p>8. Personnel with beards should be aware of the OSHA requirements for proper N95 mask fitting.</p> <p> </p>				
<p>4. Site Safety Plan Required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Approved Site Safety Plan(s) Located At:</p>				
<p>5. Prepared by: Name: <u>John Filer</u> Title: <u>Safety Officer</u> Signature: _____</p>				
ICS 208	IAP Page _____	Date/Time: <u>March 25, 2020</u> @ <u>10:00</u>		

ACTIVITY LOG (ICS 214)

ACTIVITY LOG (ICS 214)

03-26-20 Reported PUI's to Date

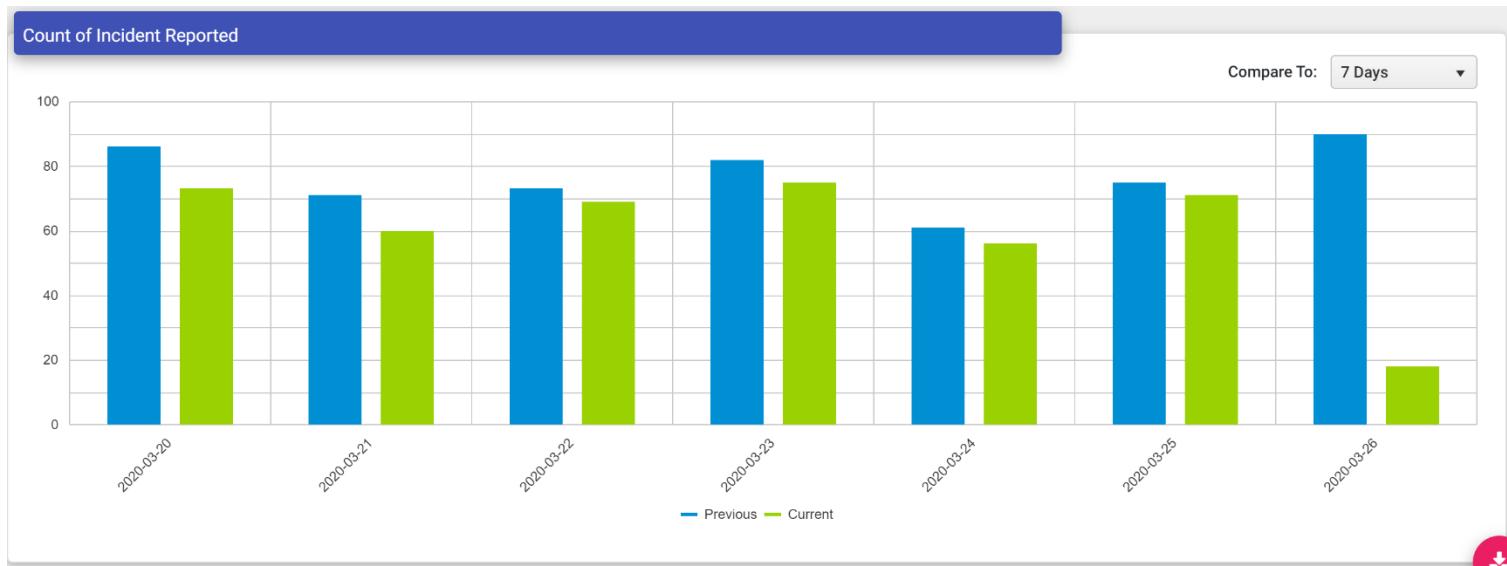
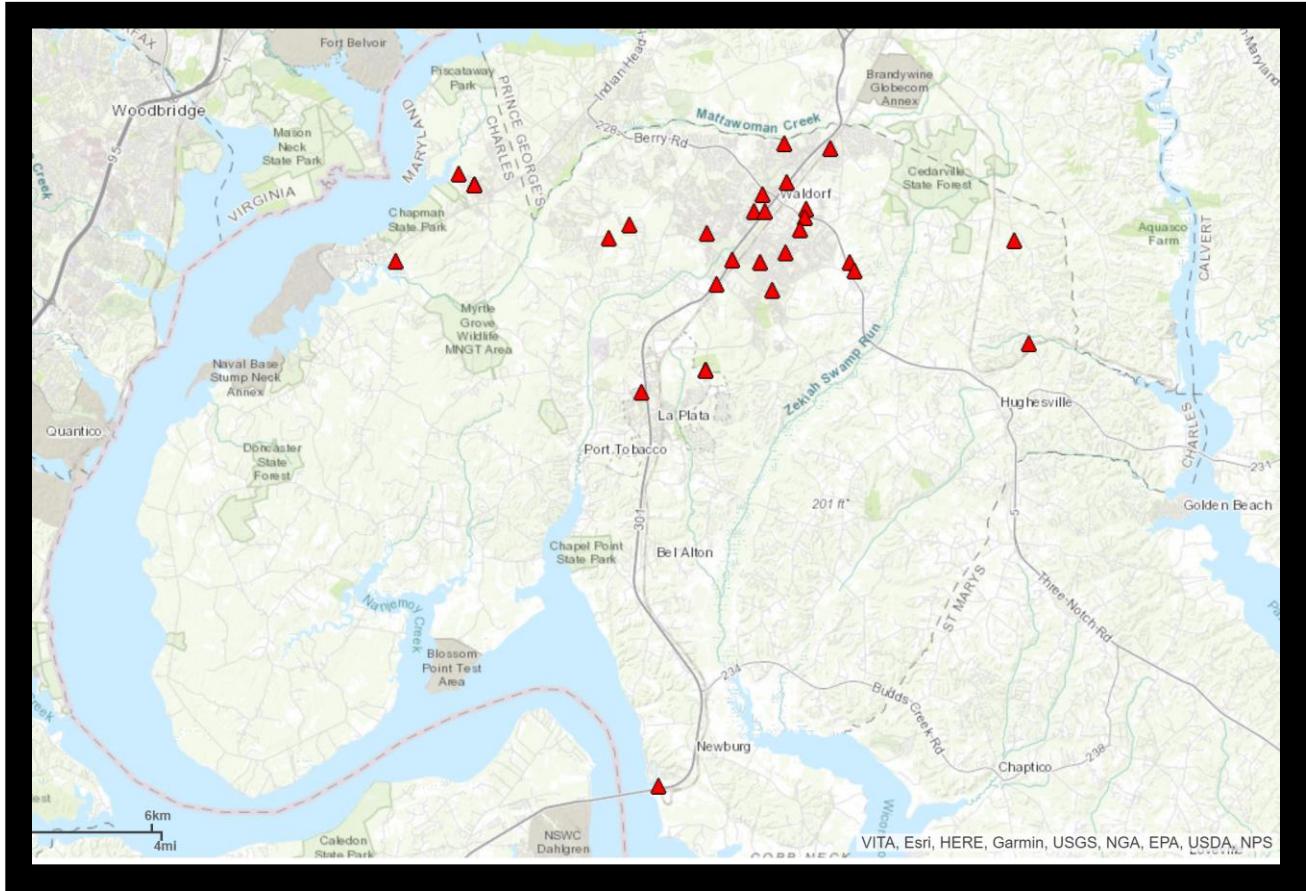
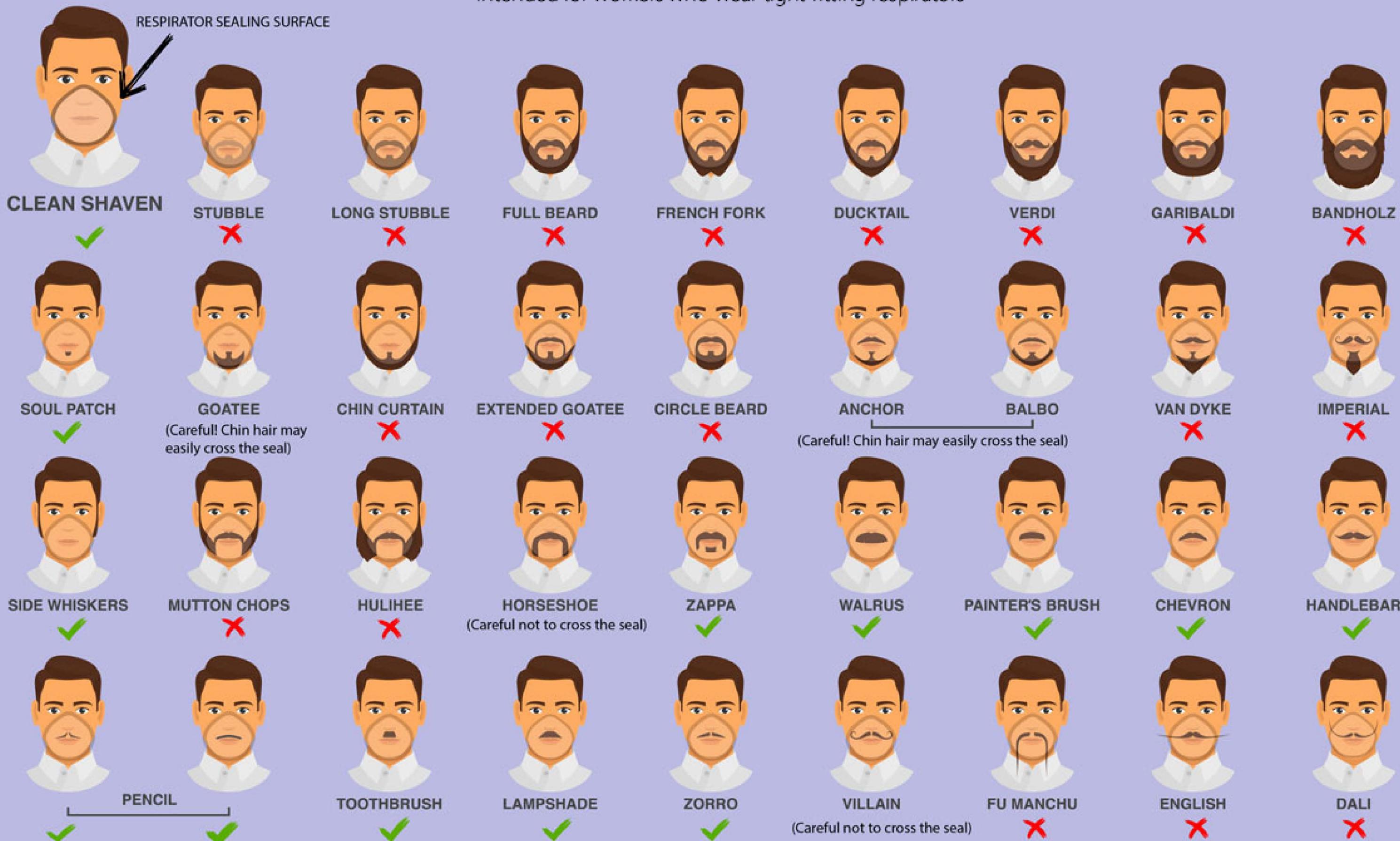


Figure 1: Daily Incident Count Vs. 7 Days Prior

Facial Hairstyles and Filtering Facepiece Respirators

Intended for workers who wear tight-fitting respirators



*If your respirator has an exhalation valve, some of these styles may interfere with the valve working properly if the facial hair comes in contact with it.

*This graphic may not include all types of facial hairstyles. For any style, hair should not cross under the respirator sealing surface.

Source: OSHA Respiratory Protection Standard

https://www.osha.gov/pls/oshaweb/owadisp.show_document?p_table=standards&p_id=12716

Further Reading: NIOSH Respirator Trusted-Source Webpage

https://www.cdc.gov/niosh/nppti/topics/respirators/disp_part/respresource3fittest.html



Centers for Disease Control and Prevention
National Institute for Occupational Safety and Health

Intelligence Briefing 3-26-2020
COVID Charles County

Updated Infection Numbers: As of 0954

Total worldwide: 438,749 **+56337 since the 3-25-20 brief**

Total fatalities worldwide: 19,675 **+2620 since the 3-25-20 brief**

Total in US: 55,243 **+14,441 since the 3-25-20 brief**

Total fatalities in US: 802 **+247 since the 3-25-20 brief**

Maryland Numbers: As of 1000

Total in State in of MD: 423 **+125 since the 3-25-20 brief, a small decrease over yesterday**

Total Fatalities in State of MD: 4 **No change since the 3-25-20 brief**

Weather:

Nice Thursday 60-48, Friday 71-48, Sat 55-51 Rain

Analysis note: Warm weather will likely mean more people outside, increasing the probability of gatherings. Rainy weather will drive people into their residences. The potential for increased calls for police service exists.

Local:

Nothing new to add.

Commissioner Steward held a virtual town hall. Below is a quote from the event release, "Righttime Medical Care...has two locations in Charles County (LaPlata and Waldorf) and a location in St Mary's County, all open from 7 am to 11 pm daily. We welcome patients of all ages and evaluate all patients with respiratory symptoms or concerns about Covid-19 as well as patients with any other complaints. After a thorough medical evaluation by our medical team, testing for Covid -19 will be performed as indicated."

Analyst note: While this may not be new information it will likely lead to additional positive tests. Additionally, law enforcement should be aware in light of the anxiety and stress this situation continues to cause.

Grocery stores continue to struggle to keep shelves stocked of staples. Walmart/Sam's reports a lack of inventory control communication. Trucks are coming 3 to 4 times a day (71 pallets per truck), however, they don't know exactly what's on each truck. During the afternoon of 3-23-2020 some stores were well stock. Convenience stores, stores such as CVS, Walgreens, Wawa and 711, and local family owned stores are stocked and should be considered a viable option to purchase food. If citizens are willing to go from store to store most things can be still be found.

Analyst note: This will likely continue and increase until things stabilize. Law enforcement should be aware of the volatility of people during a crisis. The distribution of facts based messaging and positive stories by the JIC could prove helpful in reducing fear and anxiety. POCs are needed as soon as possible so incident management can remain informed of food and supply shortages.

Weapons sales: FFL dealers were deemed essential as of 3-24-2020. Local gun store in the Northern Neck continues to get ammo.

Ammunition and non-regulated firearms are scarce or non-existent.

With the closure of non-essential stores and the governors demand to reduce interaction there is little traffic on the roads.

Commercial burglaries have seen a marked rise.

Charles County closed all building. Employees will be teleworking.

Maryland Update:

Schools closed at least until 4-24-2020.

Child care stipends may be available for essential person

Region:

12 patients from AAFB thus far

Over 1200 cases in the DMV

National:

Congress passed the COVID-19 stimulus package

DOD transfer hold for 60 days.

Local critical infrastructure:

No outages or disruptions are reported or are appear to be likely as of today.

Predications/ Analysis:

- JIC staff should substantially amplify community resource communications
- As we enter the 2nd week of social distancing stress, anxiety, and fear will likely increase. Continuous reminders of patience and focusing on kindness will become increasingly important.
- Many stores restock overnight. Seniors and the vulnerable populations should be strongly encouraged to shop during the early morning hours when supplies are likely to be at their highest.

- As testing increased the confirmed cases in MD will increase. This will likely cause additional life restrictions.
- Supply chain issues will continue and likely increase as further life interruptions and travel restrictions are ordered. The possibility of violence increases as stress increases, especially at grocery stores.
- Commanders of responders and essential staff should have robust plans for potential quarantines and updated continuity of operations including plans for diminished manpower. Further, responder organizations should begin reviewing existing integration plans with the National Guard.
- Obtaining medical supplies and PPE will continue to be an issue for the foreseeable future. All services should use the command ordering process so orders can be tracked.
- The community of Charles County is showing increased signs of pulling together and assisting one another. The JIC should continue to encourage civility and increase positive press of good news stories occurring throughout our community.

Respectfully submitted by Jason Stoddard

Law Enforcement Branch Briefing

COVID-19 Charles County IMT

March 26th, 2020

Buildings:

Charles County Sheriff's Office: Building open to public
Maryland State Police: Restricted open to public
Maryland Transportation Authority: Restricted to public
La Plata Police Department: Closed to the public
Natural Resources Police: Building Closed

Operations:

Charles County Sheriff's Office: Operations as normal
Maryland State Police: Operations as normal
Maryland Transportation Authority: Operations as normal
La Plata Police Department: Operations as normal
Natural Resources Police: Operations as normal

PUI:

Charles County Sheriff's Office: 4 officers quarantined – 1 officer tested; 11 Recruits quarantined – none from CCSO tested but one from St. Mary's has been.
Maryland State Police: None local
Maryland Transportation Authority: None local
La Plata Police Department: None local
Natural Resources Police: None local

Crime Stats:

Commercial Burglaries Up for all agencies; otherwise all other crime numbers are down

TRU:

Charles County Sheriff's Office: Open and working
Maryland State Police: Open and working
Maryland Transportation Authority: Open and working
La Plata Police Department: Open and working
Natural Resources Police: Open and working

Call Restrictions:

Charles County Sheriff's Office: None
Maryland State Police: None
Maryland Transportation Authority: None
La Plata Police Department: None
Natural Resources Police: None

Items of Note:

MSP need 1-2 gallons of hand sanitizer
Sheriff's Office – 15 gallons

Charles County Public Schools Briefing 3-26-2020
COVID Charles County

48 hour Priorities:

- Establishing instructional continuity
- Expanding and maintaining food service
- ~~Public drive in WiFi access~~ Completed 3-26-2020

Meals:

On 3-24 CCPS served 5524 meals an increase of 993 meals over 3-24. Westlake High School continues to be the busiest site. Higdon opened on 3-24-2020 and served 423 meals.

Closure:

School closure through at least 4-24-20.

Instruction:

The system continues to work feverishly to roll out continuity of instruction. Teacher are expected to be ready to work from home with organized instruction on Monday 3-30-2020. Laptops are being issued to staff today. Limited student distribution will begin next week.

Community Wifi:

4 sites are up and broadcasting. Press release will be going out this afternoon. Picco, Mt Hope, Henson, and TC Martin.

Respectfully submitted by Jason Stoddard