



MEMORANDUM

Date: March 12, 2020

To: C.H. Huckelberry
County Administrator

From: John Voorhees
Assistant County Administrator

Re: Update on Emergency Management activities related to COVID-19

This morning I met with the Director and Operations Manager of the Office of Emergency Management (OEM), the Deputy Health Director, and members of the Public Health staff. As directed, I intended to assess the readiness of the Emergency Operations Center (EOC) and determine what was needed to respond to the Coronavirus (COVID-19) Pandemic. OEM and Health Department staff have taken significant steps to coordinate their efforts and are working together to provide the best community response possible to combat the spread and impact of the virus.

As of this morning, the EOC has been activated. The State of Arizona EOC is expected to activate tomorrow morning. Prior to this OEM had been monitoring state COVID-19 activities and directives internally and have been posting County activities to an incident log in WEBEOC (the state's system of record for incident management). Starting March 13, the Health Department's EOC will deploy to PECOC and Public Health will operate in part from the EOC for the foreseeable future. Likewise, OEM has encouraged the City of Tucson's emergency management staff to deploy to PECOC. The Health Department Deputy Director has been designated the Incident Commander for the Pima County COVID-19 response. OEM will be in support of the Health Department for this incident.

On Wednesday, March 18, OEM will host a COVID-19 Partner Forum in the EOC. Partners from the business, public safety, hospital, tribal nation, and local NGO communities will meet to discuss the status of activities across professional boundaries. Of note, OEM and Public Health will stress the protocols required for coordination of supplies; priority, procedure, and purpose of communications tools such as Everbridge and WEBEOC; and the Incident Action Plan (IAP). There will be an opportunity for partners to ask questions and express concerns related to regional activities and needs. We expect this to be a scene setter for many involved and several follow on meetings will necessarily result. Pima County will have subsequent meetings focused on internal coordination and funding information. Public Health and OEM will produce a daily IAP, which will be made available to senior leadership.

I also inquired about the remaining personal protective equipment (PPE) supplies in the OEM storage room. A few weeks ago, OEM allocated the remaining supply of PPE to the Health Department for distribution to community public safety officers. The supplies remain at PECOC but control was given to Public Health for inventory management.

c: Jan Leshar, Chief Deputy County Administrator
Francisco Garcia, MD, MPH, Deputy County Administrator & Chief Medical Officer,
Health and Community Services
Dr. Bob England, Director, Health Department
Jeff Guthrie, Director, Office of Emergency Management