

Program Update

Office of Emergency Preparedness & Response (EPR)

Washington State Department of Health (DOH)

July 2015

The Office of Emergency Preparedness and Response (EPR) Program News Update is provided by the Washington State Department of Health (DOH) as a way to share current information about the preparedness program. This News Update is intended to be shared with local, regional, and tribal partners; please forward it to others who may be interested. We are currently in Budget Period 4 of a five-year cooperative agreement. Our fiscal period is July 1 – June 30 each year.

State and National Updates

- **State Budget** – Michael Loehr

As you now know the state budget passed. Thanks for all your patience and understanding around the contracting challenges faced.

- **Catastrophic Disaster Planning** – Michael Loehr

Much of our work plan this year is focused on catastrophic disaster planning, leading up to the Cascadia exercise in June 2016. Our work will include developing more response teams around healthcare facility assessment and medical response, creating an EMS Transport Group to coordinate EMS resource mobilization across regions, and developing new policy decision-making structures for novel events.

This will also include a series of table tops and drills in advance of Cascadia.

- **Incident Response** – Michael Loehr

Fires are underway. We remain ready to staff the state Emergency Operations Center (EOC) as Emergency Support Function 8 (ESF 8).

Reminder: We will send a statewide SECURES alert each time we (DOH) activate the Incident Command System (ICS). We want LHJs and HCCs to notify us every time they activate ICS as well so we can track how often we respond to a public health or medical emergency in Washington. We request tribes do so as well. This information helps us, our funders, and our elected leaders understand the value and the critical importance of the capabilities we have developed.

*Special note: please continue to follow your agency protocols when you are activated, prioritizing saving lives. We would still like to know. DOH 24/7 Duty Officer: 360-888-0838.

- **Statewide Pharmacy Agreement** – Jessica Baggett

New MOU Workgroup

We are convening a statewide workgroup to coordinate with local health jurisdictions (LHJs) and pharmacies to pin down final operational details associated with implementing the pharmacy agreement.

The goals of the workgroup are the following:

- Establish a common operating picture for the roles and responsibilities of local health jurisdictions and pharmacies as outlined in the MOU (note: we will have representatives from both public health and pharmacy)
- Coordinate the operational components of the statewide pharmacy MOU
- Develop standardized screening forms and tracking tools

If you are a local health jurisdiction that has not received an invitation to the workgroup, please consider signing the statewide MOU.

Pharmacy MOU Updates

- As of June 15, 78.1 percent of Washington's population is within five miles of a signatory pharmacy
- 14 of 35 local health jurisdictions signed the MOU
- We have Costco, Walgreens, Fred Meyer and QFC chain pharmacies; plus nine independent pharmacies
- Total pharmacies: 263 statewide

For more information, contact Jessica Baggett, 360-236-4415, jessica.baggett@doh.wa.gov

Program Updates

Cascadia Rising 2016 – Andrea Dos Santos

- DOH formed an internal planning committee, meeting twice per month to discuss exercise priorities and strategies.
- We developed a training and exercise plan: a series of activities building up to the exercise
- We created a DOH Scope and Tactical Objectives for the exercise: linked to the larger, overarching exercise objectives
- Mid-planning meeting: Aug. 18. The morning will be dedicated toward exercise planners – discussions on MSELs, EEGs, etc. – afternoon will be for subcommittee updates. MSEL = Master Scenario Events List, EEG = Exercise Evaluation Guide
- If you want to be involved in the Cascadia exercise and your jurisdiction is not playing, we have **opportunities for you to volunteer as an exercise evaluator**. Contact Andrea Dos Santos, andrea.dossantos@doh.wa.gov, or 360-236-4054.

Disaster Readiness Conference (Washington State Hospital Association) – Peggi Shapiro

See attached conference summary. For more information, contact Peggi Shapiro, peggis@wsha.org.

Public Health and Medical TEPW from April 2015 – Shawn Roberts

During the Training and Exercise Planning Workshop (TEPW) in April 2015, we developed a draft training and exercise calendar with our public health and medical partners who attended from across the state. We sent the draft calendar out for a couple rounds of reviews with partners who attended and received feedback that the calendar had gaps and missing information. Based on that feedback we are developing a report to accompany the calendar that will highlight the key issues brought up during the TEPW and highlight those training and exercises associated with them.

We are also in the beginning stages of planning for the next State Public Health and Medical TEPW. Currently we are reaching out to a few of our partners for their input and feedback as we implement lessons learned to help make the workshop successful and beneficial to all who attend. Our goal is to schedule the workshop

several months in advance and focus it on specific statewide priorities that we need to address in training and exercises.

If you would like to see a copy of the calendar that was developed during the Public Health and Medical TEPW or have questions, please contact Shawn Roberts, shawn.roberts@doh.wa.gov or 360-236-4033.

ESF 8 at the State – Nathan Weed

This portion of the call was largely summarized from the Emergency Support Function 8, public health, medical and mortuary, briefing document. Please reference the attached briefing document. For more detail, we've also attached the full ESF 8 plan.

These plans are state emergency management plans, and live on the state Military Department, Emergency Management Division's (EMD) website. Go here to see the ESF 8 and other ESF plans: <http://mil.wa.gov/other-links/plans>.

Grant and Technical Assistance Updates

--Summaries of each grant or full grant guidance available on request--

New Financial Assessment Tool – Rachel Paris

OMB circulars are the federal documents that tell us what we can allow, what we can't allow, and what the limitations and requirements are for receiving federal funding, from the Office of Management and Budget.

The guidance, 2 CFR 200.331 sections (b-e), requires that Federal awarding agencies evaluate each subrecipient's risk of noncompliance with Federal statutes, regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring.

As a direct recipient of federal funds, DOH must adhere to these requirements and must ensure any and all sub-recipients also adhere to these requirements.

- DOH is now required to evaluate each sub-recipient's risk of noncompliance to determine the appropriate level of sub-recipient monitoring each contracting entity needs.
 - To do so; DOH created an agency workgroup and **developed a tool** for the programs, like EPR, to use to determine the risk factors for each contractor. Called the Capability and Oversight Assessment Tool (COAT).
 - The **tool is to be completed annually**, starting with contracts effective July 1, 2015. With that start date being the same date as our new federal grant; our program will be the first to use these tools.
 - I would imagine that even by the time that we complete these next year, some of the questions or language may change.
 - The tool consists of 29 questions, most of which can be answered by EPR contracts or program staff; however **there may be a few questions that will require us to reach out to you, our contractors, to gather some additional information.**

Although this may seem daunting, this assessment is really an internal tool that directs DOH as to what level of subrecipient monitoring we do.

We have already implemented some big changes in our sub-recipient monitoring practices at the program level over the last few years. You, our contractors, shouldn't see any big changes in regards to monitoring.

For additional information about this new financial assessment tool, contact: rachel.paris@doh.wa.gov, or 360-236-4056.

End of Year billing – Rachel Paris

Reminder that BP3 contracts had an end date of **June 30, 2015** (with a handful of exceptions)

- All invoicing must be for actual costs incurred as all federal funds cover “cost reimbursement” only
- Look for invoicing information and deadlines under your “billing procedure” or “invoices and payment” section of your contract for billing instructions. (varying boiler plate templates)
- Contact Rachel for questions, rachel.paris@doh.wa.gov or 360-236-4056

Current status on ConCons – Jennifer Moore

Consolidated contracts were sent up to our agency contracts office for processing on July 15. Jurisdictions on the consolidated contract should see their contracts in 4-6 weeks. Other contractors may vary on when their contract was sent for processing, however, return time is still 4-6 weeks from that date.

Funding Opportunities – Kari McDonald

- PHEP Ebola
We'd like to thank all who took the time to write and submit PHEP Ebola special project requests. The approved requests have been included in the appropriate contracts and sent up to our Contracts Office. If you have any more projects that meet the PHEP Ebola project criteria, you can still submit them. They will be reviewed and matched with funding if we realize any more cost savings. Send to: kari.mcdonald@doh.wa.gov
- Base grant special projects
Coming soon: watch for an email with a brand new special project template from Dianna Lahmann.

If you have any information you would like to share with the public health preparedness community during a monthly update call please feel free to share your ideas with Dianna Lahmann (dianna.lahmann@doh.wa.gov or 360-236-4079).

EPR Program Update Calls are held the third Monday of each month from 2-3 p.m.

2015
Aug. 17
Sep. 21
Oct. 19
Nov. 16
Dec. 21