



Public Health
Prevent. Promote. Protect.

**PUBLIC HEALTH
EMERGENCY
COORDINATORS (PHEC)**

Twin Cities Metro Region



ANNUAL REPORT

2008



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PHEC STRATEGIC PLAN 2007-2011

This five year Strategic Plan was initially developed by the metro Public Health Emergency Coordinators (PHEC) in December 2006. It is reviewed and updated annually. The Strategic Plan includes vision areas and objectives which inform the current year's PHEC workplan. It reflects that a culture of public health preparedness is valued and must be integrated into all metro local public health (LPH) agencies as a core function. A culture of preparedness must be coordinated throughout the metro region, with measurable outcomes, so that public health preparedness can be sustained.

- 1. There will be a Regionally Coordinated System for Public Health planning and response.**
 - a. Ongoing successful exercising and operationalizing of a regional response plan: All Hazard Plan including targeted capabilities with public health critical tasks.
 - b. The Response Coordination Matrix and Metro MACS (Multi Agency Coordination System) are exercised and functional.
 - c. Cooperative Agreements and/or Memoranda of Understanding agreements are in place.
 - d. Preparedness and response roles and responsibilities are clearly defined between MDH and LPH.
- 2. Ongoing community and partner education efforts will be coordinated among agencies.**
 - a. Maintain situational awareness among partner jurisdictions.
 - b. Define role in community education and partners.
 - c. Local public health role is clearly defined for special populations.
 - d. Coordinate efforts in community education/outreach and partner as opportunities arise.
 - e. Coordinate efforts with statewide partners.
 - f. Advocate for communication technology with partners and constituents.
- 3. Regionally coordinated response capabilities are developed and maintained as a core Public Health function.**
 - a. Regional and local public health all hazard plans are revised, integrated and sustained.
 - b. Gaps and priorities (from assessments, exercises and responses) are identified and addressed.
 - c. Opportunities for consistent public health preparedness funding are maximized.
- 4. Metro Local Public Health workforce is ready and prepared to respond to an incident with Public Health implications**
 - a. Metro leadership, staff and volunteers are trained to respond to targeted capabilities with public health critical tasks.
 - b. A coordinated process is in place for notification, activation and deployment of the workforce.
 - c. Shared training opportunities are developed and utilized regionally.
 - d. All staff are oriented and trained to their local and regional preparedness responsibilities.



2009 PHEC WORKPLAN

Objective One

Participate in development MACS support annex.

Objective Two

Develop operational procedures for “mini MAC”.

Objective Three

Exercise MACS support annex plan by June 15th exercise.

Objective Four

Identify and develop a matrix identifying the primary and secondary PH response as identified in the target capabilities list related to special populations.

Objective Five

Participate and support the development and review process of the Regional Plan.

Objective Six

Identify gaps and address priorities in After Action Reports, SNS Technical Assistance Review and assign priorities to work groups.

Objective Seven

Identify training needs related to the metro regional plan and implement training as needed.

WORKGROUPS THAT REPORT TO PHEC

CRI Coordinating Workgroup
 Local Public Health Clinic Partnership
 Metro HAN Coordinators
 Metro Public Information Officers Workgroup
 Metro Mass Dispensing Workgroup
 Medical Reserve Corps (MRC)/MN Responds
 RDN Operations Review Committee
 Regional Exercise Planning Workgroup

AFFILIATED GROUPS

Behavioral Health Task Force
 Emergency Communication Health Outreach (LEP Populations)
 Long Term Care Task Force
 Metro Hospital Compact
 Metro Clinic Coordination Workgroup
 Metro Pharmaceutical Cache Steering Committee
 Metropolitan Medical Response System
 Metropolitan Emergency Managers Association
 NACCHO Advanced Practice Center Environmental Health



PURPOSE

The purpose the Public Health Emergency Coordinators (PHEC) is to provide leadership and to assure a coordinated public health approach to prepare for, mitigate, respond to and recover from an all-hazard event in the Twin Cities metropolitan region.

VISION

The vision of the PHEC is to have a regionally coordinated system for an all-hazard event by 2011. The components of the system will include the following:

- Member agencies and community partners are prepared;
- Minnesota Department of Health (MDH) and Local Public Health (LPH) roles and responsibilities are clearly defined;
- Public health staff and Medical Reserve Corps volunteers are ready to respond;
- Public health emergency preparedness duties are integrated into member agencies' core functions and are sustainable; and,
- Member agencies demonstrate ability to respond across the metropolitan region with capacity to assist with response outside the metropolitan region.

RELATIONSHIP WITH METRO LOCAL PUBLIC HEALTH ASSOCIATION (MLPHA)

Issues of strategic direction, policy, and commitments of financial or county/city resources will be brought to MLPHA for decision. MLPHA members are briefed on the status of ongoing preparedness activities.

PHEC MEMBERSHIP

The membership will represent each of the seven metro counties and the cities of Minneapolis and Bloomington, Richfield and Edina. Each agency will designate two staff members to the PHEC, a primary representative and an alternate. Agencies include:

Anoka County Community Health & Environmental Services
 Bloomington Public Health (Richfield and Edina)
 Carver County Public Health
 Dakota County Public Health
 Hennepin County Human Services and Public Health Department
 Minneapolis Department of Health and Family Support
 Minnesota Department of Health (Ex officio)
 Saint Paul-Ramsey County Department of Public Health
 Scott County Public Health
 Washington County Public Health and Environment



2008 LIST OF ACCOMPLISHMENTS

Regional Coordination

- Accomplishments in collaboration with staff on subgroups and MLPHA
- Coordinated and/or participated in multi-jurisdictional or regional exercises including: Panamax, Power Outage, Environmental Health tabletop, Disaster Behavioral Health
- Exercised Multi Agency Coordination System (MACS) during Panamax
- Participated in successful planning and implementation of metro region 800 MHz drills
- Worked with state radio board to obtain public health radio talkgroups
- Continued to develop Regional Health Medical All-Hazards Emergency Response Plan
- Updated PHEC 24/7 notification plan
- Assisted with incorporating Environmental Health into Public Health Mutual Aid Agreement
- Continued to work on developing a cooperative agreement between the RDN and Metropolitan Airport Commission
- Planned and staffed the Health Medical Joint Operation Center for the RNC
- Shared "Best Practices" with partners involved in Cities Readiness Initiative (CRI)
- Participated in ongoing planning for operationalizing the postal plan for CRI
- Operationalized the Alternative Dispensing Modalities (ADM) to local jurisdictions
- Provided leadership and support in developing the regional behavioral health plan
- Participated in the coordination and planning with long-term care partners
- Obtained regular workgroup reports to measure progress toward regional deliverables
- Initiated planning for a regional exercise - Snowball IV
- Developed and submitted enumeration of mission critical personnel
- Participated in developing ECHO strategic workplan including activation protocol
- Showed leadership in Metropolitan Medical Response System (MMRS) strategic planning as well as staffing workgroups, and coordinating regional exercise plan
- Collaborated in seeking new sources of revenue
- Coordinated CRI effort with partners outside of the metro area
- Shared work products among members

Community Outreach and Education

- Local Public Health gave multiple presentations at the Ready to Respond conference
- Continued to strengthen relationships with health care agencies, including hospitals, unaffiliated and affiliated clinics
- Participated in Metro Clinic Coordination Workgroup annual seminar
- Began regional planning for special populations
- Developed a community outreach page on the MDH workspace
- Coordinated work with Emergency Managers through MMRS and Metropolitan Emergency Managers Association
- Coordinated outreach to various community-based and faith-based organizations



Local/State Role definition

- Exercised LPH role in medication allocation/distribution in Operation Panamax
- Participated in Metro Public Health Preparedness Consultants (PHPC) hiring process and orientation
- Contributed to the state and local activity plans for the RNC
- Collaborated with MDH to determine LPH classification and capacity in Tier Assessment

Sustainability

- Completed SNS Technical Assistance Review with CDC and MDH
- Developed grant proposal for Pan Flu federal funding source
- Updated PHEC Operating Procedures
- Further refined leadership and structure of PHEC chair, chair-elect and past chair
- Developed on-going process and procedures for workgroups to follow
- Developed regional multi-year Homeland Security Exercise and Evaluation Program compliant exercise plan
- Successful negotiation of two PHPC metro consultants with local orientation

Prepared Workforce

- Offered media training for local public health staff
- PHEC members attended 3rd Annual National Preparedness Summit in Atlanta, GA
- Assured coordinated Medical Reserve Corps (MRC) training
- Partnered in quarterly regional MRC trainings
- Trained and used MN Trac during RNC
- Local Public Health leadership staff attended ICS 300, 400 training
- Numerous local public health staff working toward Emergency Management Certification
- All agencies developed and implemented core preparedness training programs that are complementary across all jurisdictions

Culture of Preparedness

- Continued to develop relationships with emergency management and hospitals
- Local Public Health was identified as having a credible role in planning for the RNC and in an emergency with a wide variety of federal, state and local partners
- Completed Tier Assessment which identifies emergency preparedness as a public health core function
- Led implementation of ICS training for the entire metro LPH workforce