

**NACCHO Advanced Practice Centers Grant 2007-2008 – Twin Cities Metro APC  
Program Goals and Objectives**

<b>Project Goal 1:</b> Produce, update and test <b>Environmental Health (EH) Emergency Preparedness Plans, Planning and Guidance</b> documents. Ensure coordination with partner agency efforts (e.g., broader county public health plans, emergency management plans, etc.), and share templates and learnings with environmental health programs in the target service areas.			
<b>Goal 1 Deliverables</b>			
<ul style="list-style-type: none"> <li>• Findings from an exercise that tests local EH response plan(s)</li> <li>• Regional Tabletop exercise template</li> <li>• Executed Mutual Aid Agreements (or other appropriate documents) for non-public health EH agencies</li> <li>• Public health hazard and vulnerability analysis tool</li> <li>• Plan (or Guide) for the EH role during events of national significance</li> </ul>			
<b>Programmatic Interest Areas:</b>			
<ul style="list-style-type: none"> <li>• Preparedness Planning and Readiness</li> <li>• Partnerships and Collaboration</li> <li>• Workforce Development and Training</li> </ul>			
<b>Evaluation:</b> Formal evaluation component to tabletop and/or field exercise(s) that test the plan. Feedback from partner agencies on the plan and guidance documents.			
<b>Goal 1 Objectives</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>I.a.</b> Share Hennepin County and Ramsey County Environmental Health <b>Emergency Response Plan and Environmental Health Emergency Guidance Document</b> with community partners. Provide copies to municipal environmental health staff within partner counties. Request that staff review the Environmental Health Emergency Response Plan and provide general and specific feedback to plan authors. Comments could address topics such as: collaboration, communication and special populations.	Months 1-3  Target Completion: May 31, 2008	Municipal environmental health staff.	<ul style="list-style-type: none"> <li>• Feedback from community partners.</li> <li>• Possible changes to the EH emergency response plans.</li> </ul>

Goal 1 Objectives (cont.)	Timeline	Community partners	End products/deliverables
<p><b>1.b. Design and conduct one tabletop exercise</b> that tests environmental health emergency response plans in Hennepin and Ramsey counties. The tabletop will likely focus on a regional food-borne illness outbreak during a “designated event of national significance.” The scenario will reflect details specific to Republican National Convention, to be held in the Twin Cities Metro Area in September 2008, and will serve both as a training exercise for regional staff as well as a template for replication in other communities. Issues to be addressed include:</p> <ul style="list-style-type: none"> <li>• Regional collaboration between local, state and federal staff involved in event planning;</li> <li>• Assessing the effectiveness of epidemiological and environmental health staff working together at partner agencies and on a regional basis;</li> <li>• Testing the epidemiological component of local environmental health and public health plans;</li> <li>• Clarifying roles for environmental health staff at partner agencies; and</li> <li>• Clarifying roles for local health department staff at partner agencies.</li> </ul>	<p>Months 1-10</p> <p>Target Completion: February 1, 2008</p>	<p>Minnesota Department of Health, Food and Drug Administration, Minnesota Department of Agriculture, local emergency preparedness personnel, MN Dept. of Homeland Security and Emergency Management</p>	<ul style="list-style-type: none"> <li>• Documented lessons learned from development and implementation of the exercise</li> <li>• Amendments to local plans as a result of learnings</li> </ul>
<p><b>1.c. Continue working with MN Department of Health staff to develop a public health hazard and vulnerability analysis tool.</b></p> <ul style="list-style-type: none"> <li>• Assist with the development of a desktop/CD tool for local public health departments to assess and rank hazards within environmental health. As envisioned, the tool will assist the user in generating a community-based action plan for addressing the priority issue areas.</li> <li>• Draft environmental capabilities/asures of readiness for each emergency hazard.</li> <li>• Review draft tool guides, story boards, technical components, and desktop/electronic tool for local risk assessment, ranking of emergency hazards, gaps assessment and action planning.</li> <li>• Solicit NACCHO involvement in disseminating final product.</li> </ul>	<p>Months 1-12</p> <p>Target Completion: May 31, 2008</p>	<p>MDH &amp; MDA.</p> <p>Local public health professionals from across MN</p> <p>Local emergency management</p> <p>Academic institution or other contractor</p> <p>NACCHO</p>	<ul style="list-style-type: none"> <li>• Analysis of public health hazards.</li> <li>• Public health hazard and vulnerability analysis tool.</li> <li>• Guidance document to support use of the tool.</li> </ul>

Goal 1 Objectives (cont.)	Timeline	Community partners	End products/deliverables
<p><b>1.d.</b> Continue to develop and execute mutual aid agreements, as appropriate, among the health departments and environmental health agencies in the metro planning region, or ensure that <b>EH mutual aid</b> is covered under other existing agreements (effort continued from last grant cycle).</p> <ul style="list-style-type: none"> <li>• Complete appropriate language development and create documents for signature that will ensure that appropriate agreements and authorities are in place to cover EH mutual aid issues that may arise during emergencies that require multi-jurisdictional collaboration</li> <li>• Approach EH agencies at the municipal level to join in a mutual aid arrangement.</li> </ul>	<p>Months 6-12</p> <p>Target Completion: May 31, 2008</p>	<p>Local municipalities, LPH attorneys' offices</p>	<ul style="list-style-type: none"> <li>• Executed mutual aid agreements or other suitable agreements</li> </ul>
<p><b>1.e.</b> Develop a <b>plan (or guide) focusing on the role of environmental health associated with a planned event of national significance</b> (such as a national political convention or a sporting event like the Super bowl), or other events that create demand beyond normal agency functioning.</p> <ul style="list-style-type: none"> <li>• Contact and work with environmental health staff in Denver, CO (host of the Democratic National Convention in 2008), and/or other appropriate communities, to outline environmental health issues associated with a national political convention;</li> <li>• Prepare a model plan or written guidance for use by local health departments across the country who will deal with similar events; and</li> <li>• Incorporate lessons learned from tabletop exercise (see 1.b. above).</li> </ul>	<p>Months 1-12</p> <p>Target Completion: May 31, 2008</p>	<p>Minnesota Department of Health; Food and Drug Administration; Minnesota Department of Agriculture; local emergency preparedness personnel; MN Dept. of Homeland Security and Emergency Management; and Denver City/County environmental health, public health and emergency management staff</p>	<ul style="list-style-type: none"> <li>• Plan or written guidance document</li> </ul>
<p><b>1.f.</b> Develop a <b>tool for EH managers</b> to assist them in assuring EH plans are in place and complete.</p> <ul style="list-style-type: none"> <li>• Draw on APC products as well as other materials available elsewhere</li> <li>• Prepare a phased-in approach to planning (beginning with higher priority/essential activities)</li> <li>• To include: planning tools and plan templates that identify key issues to consider when planning for EH emergency preparedness and response; capacity assessment protocol; resource toolkit; training resources; job action sheets, etc.</li> </ul>	<p>Months 6 -12</p> <p>Target Completion: May 31, 2008</p>	<p>APC partner agencies; MDH; local emergency management.</p>	<ul style="list-style-type: none"> <li>• Guidance for EH managers/directors regarding the planning process and plan development specific to emergency preparedness.</li> </ul>

<b>Project Goal 2:</b> Develop (or modify) and provide <b>Emergency Preparedness training for Environmental Health staff</b> at the partner health departments and other city or county agencies within Hennepin and Ramsey Counties and <b>produce training materials</b> that can be used by others.			
<b>Goal 2 Deliverables</b>			
<ul style="list-style-type: none"> <li>• Action plan resulting from findings in the state-wide needs assessment of environmental health emergency preparedness</li> <li>• Trained environmental health staff in the partner agencies and Twin Cities Metro area</li> <li>• Inventory of staff capacities and an analysis tool for use by other agencies</li> <li>• Packaged training curriculum for EH staff pertaining to their local EH response plans</li> </ul>			
<b>Programmatic Interest Areas:</b>			
<ul style="list-style-type: none"> <li>• Workforce Development and Training</li> <li>• Preparedness Planning and Readiness</li> <li>• Partnerships and Collaboration</li> <li>• Risk Communication and Public Education</li> </ul>			
<b>Evaluation:</b> Pre- and post-training tests of knowledge			
<b>Goal 2 Objectives</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>2.a.</b> Continue developing <b>inventory of EH staff capacities</b> at grant partner agencies (and other EH programs within Ramsey and Hennepin counties, as appropriate), to facilitate workforce planning for responding to emergency events. Include skills, training and technical expertise.	Months 1 – 6  Target Completion: November 30, 2007	Staff at the City of Minneapolis, Ramsey and Hennepin counties; staff at municipal EH programs, as appropriate	<ul style="list-style-type: none"> <li>• Inventory of available capabilities</li> <li>• Template of an inventory tool for use by other local public health agencies</li> </ul>
<b>2.b. Provide training for EH staff in Hennepin and Ramsey Counties on the second Module.</b> Include staff from: <ul style="list-style-type: none"> <li>• The three partner agencies</li> <li>• Other EH programs in Hennepin County: Cities of Bloomington, Brooklyn Park, Crystal, Edina, Hopkins, Minnetonka, Richfield, St. Louis Park, and Wayzata</li> <li>• Other EH programs in Ramsey County: Cities of Maplewood, New Brighton, and St. Paul</li> </ul> Include representatives from other LPHAs in Anoka, Carver, Dakota, Scott, and Washington Counties, and others as appropriate, as well as Minnesota Departments of Health and Agriculture staff.	Months: 1-12  Target Completion: May 31, 2008	Jurisdictions in Hennepin and Ramsey Counties with environmental health programs  Other LPH agencies in surrounding counties in the metro area, as appropriate	<ul style="list-style-type: none"> <li>• Training of approximately 90 - 120 environmental health personnel</li> <li>• Increased knowledge and expertise for EH professionals on emergency response roles</li> </ul>

Goal 2 Objectives (cont.)	Timeline	Community partners	End products/deliverables
<p><b>2.c.</b> Partner with other local and national agencies/organizations to <b>promote the second Environmental Health and Emergency Preparedness training module</b> (and introduce the first module, if appropriate) to new audiences:</p> <ul style="list-style-type: none"> <li>• The future workforce</li> <li>• Environmental and public health leaders</li> <li>• Other EH professionals (who may not work within local public health agencies)</li> </ul>	<p>Months 1-12</p> <p>Target Completion: May 31, 2008</p>	<p>Association of Schools of Public Health; NEHA; Public Health (and Environmental Health) Leadership Institute</p>	<ul style="list-style-type: none"> <li>• Increased knowledge and expertise on the part of EH practitioners, broadly defined</li> </ul>
<p><b>2.d. Make training modules available</b>, both electronically and upon request. Assist with the provision of CEUs for participants.</p>	<p><i>Ongoing</i></p>	<p>NACCHO, University of MN, MN Department of Health, APC partner agencies</p>	<ul style="list-style-type: none"> <li>• Distribution methods for training modules.</li> </ul>
<p><b>2.e.</b> Participate in ongoing <b>radiological training</b> activities.</p>	<p>Dependent on scheduling with lead state agency</p>	<p>MN Department of Human Services, Hennepin County Emergency Management; grant partners</p>	<ul style="list-style-type: none"> <li>• Increased knowledge and expertise for EH staff</li> </ul>
<p><b>2.f.</b> Create and provide a <b>training program for EH staff</b> in Hennepin and Ramsey counties that reviews their respective preparedness plans.</p> <ul style="list-style-type: none"> <li>• In the context of NIMS and ICS</li> <li>• To include a PowerPoint presentation that can be used by other LPHAs across the county.</li> </ul>	<p>Months 1-12</p> <p>Target Completion: May 31, 2008</p>	<p>Jurisdictions in Hennepin and Ramsey Counties with environmental health programs.</p> <p>Other LPHAs in surrounding counties in the metro area, as appropriate.</p>	<ul style="list-style-type: none"> <li>• Training of approximately 90 - 120 environmental health personnel</li> <li>• Increased knowledge and expertise for EH professionals on emergency response roles</li> </ul>
<p><b>2.g.</b> Provide opportunities for environmental health leadership staff to <b>participate in local or national training programs and conferences</b> focused on environmental health emergency preparedness.</p>	<p>As available</p>	<p>University, local, state, regional or national agency.</p>	<ul style="list-style-type: none"> <li>• Increased expertise for at least two EH staff in each of the three APC partner agencies</li> </ul>

<p><b>Project Goal 3:</b>  <b>Provide tools and education to licensed food establishments and other regulated entities</b> in the target service area to facilitate risk reduction, early detection, and rapid response to natural or intentional contamination of food. Ensure that emergency readiness &amp; food defense information and materials developed are provided in multi-language and culturally appropriate formats.</p>			
<p><b>Goal 3 Deliverables</b></p> <ul style="list-style-type: none"> <li>• Multilingual trainer network offering emergency preparedness, food-borne illness prevention and food security training to new and limited English-proficiency (LEP) food businesses, and reaching frontline staff</li> <li>• Preparedness and response information at food establishments in multiple languages</li> <li>• Food security and food safety self-audit campaign expanded and mainstreamed into Food Safety regulatory program (at City of Minneapolis)</li> <li>• Evaluation report on impact of food safety &amp; defense self-auditing and frontline training on self-audit and preparedness</li> <li>• Job aids and visual training materials for frontline workers to complement food safety and security training and self-audit tool</li> <li>• Report on models for integrating food defense, preparedness and worker training into mainstream food safety regulatory programs</li> </ul>			
<p><b>Programmatic Interest Areas:</b></p> <ul style="list-style-type: none"> <li>• Preparedness Planning and Readiness</li> <li>• Workforce Development and Training</li> <li>• Partnerships and Collaboration</li> <li>• Risk Communication and Public Education</li> </ul>			
<p><b>Evaluation:</b></p> <ul style="list-style-type: none"> <li>• Emergency Readiness for Food Workers curriculum before and after learning assessment</li> <li>• Before and after results of self-audit &amp; multilingual staff training programs by U of MN Extension Service, Dr. Joellen Feirtag</li> </ul>			
<p><b>Goal 3 Objectives</b></p>			
<p><b>3.a.</b> Continue establishment of a <b>multilingual food trainer Pilot for LEP food establishments</b> on emergency preparedness, food-borne illness prevention &amp; food security.</p> <ul style="list-style-type: none"> <li>• Organize additional Pilot sessions as needed to ensure success of participating establishments.</li> <li>• Work with MDH, MDA, U of MN and partners to support the sustainability of the network of trainers and the evaluation of this model pilot</li> <li>• Work with MDH, MDA, U of MN and partners to build awareness of newly available multilingual training offerings</li> <li>• Arrange for food worker multilingual training on preparedness, food defense and safety as part of local regulatory program (City of Minneapolis)</li> </ul>	<p><b>Timeline</b></p> <p>Months 1 – 12</p> <p>Target Completion: May 31, 2008</p>	<p><b>Community partners</b></p> <p>APC partner agencies, MDH, MDA, ECHO, food trainers, target audience</p>	<p><b>End products/deliverables</b></p> <ul style="list-style-type: none"> <li>• Training tools (and a process) for hospitality industry personnel</li> </ul>

Goal 3 Objectives (cont.)	Timeline	Community partners	End products/deliverables
<p><b>3.b. Assess change in emergency readiness learning for food workers</b> in Minnesota as a result of the <i>Emergency Readiness for Food Workers Trainer Guide</i> and Round 3 trainer trainings.</p> <ul style="list-style-type: none"> <li>Disseminate mailer for food trainers to submit Pre- and Post-Quiz results after teaching the emergency readiness curriculum.</li> <li>Compare before &amp; after quiz scores thru Dec. 2007 to assess learning</li> <li>Describe change in preparedness learning &amp; share findings</li> </ul>	<p>Months: 1-9</p> <p>Target Completion: March 31, 2008</p>	<p>Vashé Research</p> <p>Statewide Food Trainers</p> <p>Food service establishments</p> <p>University of Minnesota</p>	<ul style="list-style-type: none"> <li>Emergency readiness learning evaluation summary</li> </ul>
<p><b>3.c. Broaden the reach of the food security &amp; food safety self-audit campaign</b> and work to <b>mainstream self-auditing</b> to be incorporated into a model food safety regulatory program.</p> <ul style="list-style-type: none"> <li>Broaden campaign to promote widespread use of the self audits</li> <li>Measure &amp; analyze before &amp; after results with U of MN</li> <li>Integrate food safety and security self-auditing into food safety compliance program as part of model regulatory program</li> <li>Hold regular community roundtables with self-auditing food establishments for outreach on their needs &amp; to provide training that improves food security &amp; prevention of foodborne illness, as appropriate (U of MN partner).</li> </ul>	<p>Months: 1-12</p> <p>Target Completion: May 31, 2008</p>	<p>Local food service establishments</p> <p>U of MN Extension Service</p> <p>Business partners</p>	<ul style="list-style-type: none"> <li>Measurement &amp; evaluation of self-audit results at 150 facilities to reduce high-risk practices and violations</li> <li>Model program for integrating self-auditing into a local government food safety program</li> </ul>
<p><b>3.d. Develop program to provide frontline food worker training with Standard Operating Procedures and Job Aides</b> on emergency readiness, food security &amp; safety to reduce food-borne illness.</p> <ul style="list-style-type: none"> <li>Produce educational materials (employing visuals) to support the self-audit tool and frontline food worker training for Limited English Proficiency workers.</li> <li>Partner with U of MN to integrate education into model local government regulatory program.</li> </ul>	<p>Months: 1-12</p> <p>Target Completion: May 31, 2008</p>	<p>Local food service establishments</p> <p>U of MN Extension Service</p>	<ul style="list-style-type: none"> <li>Educational materials to supplement the self-audit tool</li> <li>Readiness &amp; food-borne illness training for frontline food workers</li> </ul>
<p><b>3.e. Create a report &amp; an Info Sheet on a model for mainstreaming emergency readiness, food defense, frontline worker training, community engagement and multicultural competency</b> into a local government food safety regulatory program.</p>	<p>Target Completion: May 31, 2008</p>	<p>Hennepin and Ramsey counties, City of Mpls</p> <p>U of MN</p>	<ul style="list-style-type: none"> <li>Model Program communication Info Sheet</li> </ul>

Goal 3 Objectives (cont.)	Timeline	Community partners	End products/deliverables
<p><b>3.f. Distribute newly translated preparedness and food defense materials</b> to licensed food service facilities and associations in the target service area.</p> <ul style="list-style-type: none"> <li>• Distribute new English &amp; translated versions of Food Safety &amp; Security Self-Audit tool to new establishments, MN food trainers and MN local Public Health Agencies (LPHAs)</li> <li>• Continue distribution of Emergency Handbook &amp; food security materials to reach new medium-risk licensed establishments</li> <li>• Work with City and County communication departments for web posting &amp; other outlets for emergency preparedness &amp; food security resources</li> </ul>	<p>Months: 1-12</p> <p>Target Completion: distribution by May 31, 2008</p> <p>Self-Audit tool to NACCHO Publications by Summer 2007</p>	<p>Local multicultural agencies and offices.</p>	<ul style="list-style-type: none"> <li>• <i>Food Safety &amp; Security Self Audit</i> tool in 10 languages for NACCHO and Twin Cities APC web posting, etc.</li> <li>• Handbook distribution to medium risk food establishments.</li> <li>• Multi-language materials widely distributed</li> </ul>
<p><b>3.g. Inventory Twin Cities Metro APC publications</b> and prepare recommendations for disposition &amp; any additional printings /burnings needed</p>	<p>Months 1-9</p> <p>Target Completion: March 31, 2008</p>	<p>Hennepin &amp; Ramsey Counties, City of Mpls</p>	<ul style="list-style-type: none"> <li>• Recommendations for organizing library of APC publications</li> </ul>
<p><b>3.h. Share materials with environmental health agencies and staff</b> in the three partner LPHAs and in the other municipalities in the target service area.</p> <ul style="list-style-type: none"> <li>• Develop both written and electronic formats of materials related to Goal 3 to make the information available for other environmental health agencies.</li> <li>• With MN Department of Health, MN Department of Agriculture &amp; others, develop a place on a state website for accessing Twin Cities Metro APC resources; include links from websites in relevant state agencies and the partner agencies.</li> </ul>	<p>Months 1-12</p> <p>Target Completion: May 31, 2008</p>	<p>Jurisdictions in Hennepin and Ramsey counties with environmental health programs</p> <p>MN Departments of Health and Agriculture</p>	<ul style="list-style-type: none"> <li>• Electronic and community access to materials</li> </ul>
<p><b>3.i. Identify (or create) and implement training tools for hospitality industry personnel prior to the Republican National Convention.</b></p> <ul style="list-style-type: none"> <li>• Partner with City of Denver for planning and development of tools.</li> <li>• Partner with ECHO to develop multi-lingual tools</li> <li>• Develop a train-the-trainer guide.</li> </ul>	<p>Months 1 – 12</p> <p>Target Completion: May 31, 2008</p>	<p>APC partner agencies, MN Departments of Health and Agriculture, ECHO, food trainers, and target audience</p>	<ul style="list-style-type: none"> <li>• Training tools (and a process) for hospitality industry personnel</li> </ul>

<b>Project Goal 4:</b> Continue to partner with the Minnesota Department of Health and the Minnesota Department of Agriculture to document and utilize a <b>state-wide alert notification system</b> for food, beverage and lodging establishments.			
<b>Goal 4 Deliverables</b>			
<ul style="list-style-type: none"> <li>Operational guidelines for the network, outlining policy and procedures for release of an alert</li> </ul>			
<b>Programmatic Interest Areas:</b>			
<ul style="list-style-type: none"> <li>Integrated Communications and Information Systems</li> <li>Risk Communication and Public Education</li> <li>Preparedness Planning and Readiness</li> <li>Partnerships and Collaboration</li> <li>Workforce Development and Training</li> </ul>			
<b>Evaluation:</b> Feedback from system participants			
<b>Goal 4 Objectives</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>4.a. Provide input to the MN Department of Health</b> regarding policy development of the statewide alert notification system.	<i>ongoing</i>	MDH and MDA	<ul style="list-style-type: none"> <li>A maintained and sustainable system.</li> </ul>

<b>Project Goal 5:</b> Continue working collaboratively to develop, maintain and integrate compatible state-of-the-art electronic environmental health <b>data management systems</b> for use by the partner agencies.			
<b>Goal 5 Deliverables</b>			
<ul style="list-style-type: none"> <li>• Functioning data management systems at the partner agencies that include elements specific to emergency preparedness at regulated establishments</li> <li>• Memoranda of Agreements, or other agreements, among partner agencies and others regarding shared access to data during emergency response</li> </ul>			
<b>Programmatic Interest Areas:</b>			
<ul style="list-style-type: none"> <li>• Integrated Communications and Information Systems</li> <li>• Preparedness Planning and Readiness</li> <li>• Partnerships and Collaboration</li> <li>• Workforce Development and Training</li> </ul>			
<b>Evaluation:</b> Recommendations from “Users Group”			
<b>Goal 5 Objectives</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>5.a. Continue “users group”</b> of local public/environmental health professionals in 7-county metro region to engage in on-going discussion regarding electronic data management issues. <ul style="list-style-type: none"> <li>• Facilitate shared learning about how to manage a system</li> <li>• Provide forum for collective problem-solving related to electronic data management</li> <li>• Ensure interoperability across systems</li> </ul>	<i>On-going</i>	Metro region local public health agencies; MDH and MDA	<ul style="list-style-type: none"> <li>• Electronic tracking of issues addressed, meeting minutes, and resources shared.</li> </ul>
<b>5.b. Continue discussion and work towards development of a system for data sharing across APC partner agencies.</b> <ul style="list-style-type: none"> <li>• Identify common reporting fields</li> <li>• Discuss exchange procedures for emergency data sharing</li> <li>• Incorporate data sharing expectations in mutual aid agreements</li> </ul>	Months 1-12  Target Completion: May 31, 2008	Partner agencies at Minneapolis, Ramsey and Hennepin	<ul style="list-style-type: none"> <li>• System for data sharing.</li> </ul>

<b>Project Goal 6:</b> Maintain <b>compendium of technical information for environmental health emergency response</b> . Provide updated resources as available.			
<b>Goal 6 Deliverables</b>			
<ul style="list-style-type: none"> <li>Updated resources for the compendium of technical information for EH emergency response</li> </ul>			
<b>Programmatic Interest Areas:</b>			
<ul style="list-style-type: none"> <li>Preparedness Planning and Readiness</li> <li>Partnerships and Collaboration</li> <li>Workforce Development and Training</li> </ul>			
<b>Evaluation:</b> Feedback from users			
<b>Goal 6 Objectives</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>6.a. Promote</b> compendium to target audiences.	<i>On-going</i>	Local EH Agencies, MN Depts. of Health and Agriculture, MN Pollution Control Agency, local PH preparedness planners, local emergency management	<ul style="list-style-type: none"> <li>Feedback from users.</li> </ul>
<b>6.b. Maintain and update</b> compendium, as needed (based on feedback from users and awareness of new resources becoming available).	<i>On-going</i>	Users  Entities with relevant information	<ul style="list-style-type: none"> <li>Updated compendium of resources</li> </ul>

<p><b>Project Goal 7:</b> Further refine effectiveness and utilization of the <b>Emergency Community Health Outreach (ECHO) risk communication/public information system</b> for providing limited-English immigrant and refugee populations with health and environmental health advisories and emergency alerts.</p>			
<p><b>Goal 7 Deliverables</b></p> <ul style="list-style-type: none"> <li>• Documented process for emergency activation of the ECHO emergency response integrated into LPH emergency response plans</li> <li>• Continued refinement and testing of the ECHO community partner network for distribution of health information, advisories and alerts</li> <li>• Support and maintenance of the ECHO communications infrastructure (public television, phone line, internet and partner network)</li> <li>• Dissemination of multi-lingual information regarding foodborne illness or food safety awareness to ethnic communities</li> </ul>			
<p><b>Programmatic Interest Areas:</b></p> <ul style="list-style-type: none"> <li>• Risk Communication and public education</li> <li>• Preparedness planning and readiness</li> <li>• Integrated communications and information systems</li> <li>• Partnerships and Collaboration</li> </ul>			
<p><b>Evaluation:</b> Post evaluations from ECHO partner training; evaluation and measurement of ECHO's monthly communication vehicles including phone, internet, DVD distribution and television broadcasts.</p>			
<p><b>Goal 7 Objectives</b></p>			
<p><b>7.a. Explore, develop and document a process for LPHA to activate the ECHO response plans</b> for relaying emergency advisories and alerts</p> <ul style="list-style-type: none"> <li>• Explore and develop process for using existing infrastructure in organizations such as libraries, University extension programs, human services, public health and emergency management to delivery of emergency information.</li> <li>• Formalize ECHO activation and utilization protocols with LPH agencies and include in emergency plans in each partner LPH department.</li> </ul>	<p><b>Timeline</b></p> <p>Months 1-12 (June-May)</p> <p>Target Completion: May 31, 2008</p>	<p><b>Community partners</b></p> <p><u>Government:</u> Human services, public health and emergency management</p> <p><u>Non-government:</u> Libraries, University extension programs, low income housing, community centers, community-based clinics, English language learning (ELL) programs, refugee resettlement agencies, etc.</p>	<p><b>End products/deliverables</b></p> <ul style="list-style-type: none"> <li>• Recommendations for government and non-government ECHO partnerships supporting emergency preparedness</li> <li>• Written ECHO activation plan formalizing how ECHO works with partners to develop and distribute health advisories and alerts</li> </ul>

Goal 7 Objectives (cont.)	Timeline	ECHO partners	End products/deliverables
<p><b>7.b. Support and expand the network of ECHO</b> partners who can relay health advisories and alerts to limited-English-speaking communities.</p> <ul style="list-style-type: none"> <li>Recruit and qualify new ECHO partners (and replace non-qualifying) ECHO Partners to maintain and expand the network</li> <li>Develop and deliver additional ECHO Partner trainings</li> </ul>	<p>Months 1-12 (June-May)</p> <p>Target Completion: May 31, 2008</p>	<p><u>Government:</u> Human services, public health and emergency management</p> <p><u>Non-government:</u> Libraries, University extension programs, low income housing, community centers, community-based clinics, English language learning (ELL) programs, refugee resettlement agencies, etc.</p>	<ul style="list-style-type: none"> <li>Promotional materials developed and dispersed throughout targeted LEP communities.</li> <li>Expanded ECHO Partner network</li> </ul>
<p><b>7.c. Develop and implement an emergency exercise</b> involving ECHO Partners and ECHO's communication resources (TV, phone, e-Bulletin, DVD's and community partners).</p> <ul style="list-style-type: none"> <li>Modify plans based on learnings from the exercise.</li> <li>Adapt, modify or maintain the infrastructure of communications tools used to deliver information based on learnings from the exercise, expansion of the network or the developed activation plans.</li> </ul>	<p>Months 1-12 (June-May)</p> <p>Target Completion: May 31, 2008</p>	<p><u>Government:</u> Human services, public health and emergency management</p> <p><u>Non-government:</u> ECHO community partners</p>	<ul style="list-style-type: none"> <li>Learnings from the exercise</li> <li>Modified plans</li> <li>Update systems and/or infrastructure for message delivery</li> </ul>
<p><b>7.d. Work within the LEP community to increase education and awareness of food borne illness and food safety practices</b> using ECHO communication tools.</p>	<p>Months 1-12 (June-May)</p> <p>Target Completion: May 31, 2008</p>	<p><u>Government:</u> APC grant partners</p> <p><u>Non-government:</u> ECHO Partners and other community partners</p>	<ul style="list-style-type: none"> <li>Educational information on food borne illness and food safety practices delivered to limited English proficiency audiences</li> </ul>

<b>Project Goal 8:</b> Enhance <b>relationships with community partners</b> to ensure effective environmental health response during disasters.			
<b>Goal 8 Deliverables</b>			
<ul style="list-style-type: none"> <li>• Guidance for characterizing waste issues associated with Anthrax, Smallpox and Plague</li> <li>• Training plan or program for Medical Reserve Corps volunteers specific to EH and EH emergency response</li> <li>• Training curriculum for emergency management personnel</li> </ul>			
<b>Programmatic Interest Areas:</b>			
<ul style="list-style-type: none"> <li>• Preparedness Planning and Readiness</li> <li>• Partnerships and Collaboration</li> </ul>			
<b>Evaluation:</b>			
<ul style="list-style-type: none"> <li>• Feedback from waste handlers</li> <li>• Feedback from MRC partners and volunteers; pre-training and post-training assessment data</li> <li>• Feedback from emergency managers</li> </ul>			
<b>Goal 8 Objectives</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>8.a. Engage waste management industry</b> in an assessment of waste issues associated with Anthrax, Smallpox, Plague <ul style="list-style-type: none"> <li>• Build on format developed in 06-07 for Avian Influenza</li> <li>• Complete research specific to Anthrax, Smallpox and Plague (begun in 06-07)</li> <li>• Engage in collaborative process with stakeholders to establish guidance for waste handling during disease outbreak</li> <li>• Create communication systems to share findings with local government/policy makers, environmental services, the waste management industry, and the general public.</li> </ul>	Months 1 – 12  Target Completion: May 31, 2008	Solid and hazardous waste haulers, emergency management, public health epidemiologists, MN Departments of Health and Agriculture, MDA, MN Pollution Control Agency, local EH practitioners, area hospitals	<ul style="list-style-type: none"> <li>• Decision-making tool and guidance for characterizing waste issues associated with communicable disease</li> </ul>

Goal 8 Objectives (cont)	Timeline	Community partners	End products/deliverables
<p><b>8.b.</b> Develop <b>training materials and plan for Medical Reserve Corps (MRCs)</b> in the metro area and the State's ESAR-VHP* volunteer health professional registry (Minnesota Responds Medical Reserve Corps) specific to environmental health and environmental health emergency response.</p> <ul style="list-style-type: none"> <li>• Determine topics and methods for providing orientation and/or training to EH professionals recruited into local MRCs.</li> <li>• Develop or locate materials for such trainings for use by local MRCs.</li> <li>• Assist MRCs with trainings for EH MRC volunteers, as appropriate.</li> <li>• Share product and lessons learned through development and implementation of training plan with national MRC.</li> </ul> <p><i>* ESAR-VHP = The national Emergency System for Advanced Registration of Volunteer Health Professionals, funded by HRSA to develop emergency response surge capacity.</i></p>	<p>Months 3 – 9</p> <p>Target Completion: February 28, 2008</p>	<p>Medical Reserve Corps in the metro area, metro area Public Health departments and the University of Minnesota</p> <p>MN Dept. of Health</p> <p>Professional organizations with EH-related membership.</p>	<ul style="list-style-type: none"> <li>• Training materials and plan for volunteers specific to EH and EH emergency response</li> </ul>
<p><b>8.c.</b> Develop <b>introductory training tool and curriculum for emergency management personnel</b> that provide an orientation to basic EH functions during an emergency.</p> <ul style="list-style-type: none"> <li>• Include a public relations piece that describes what EH is and what EH professionals do,</li> <li>• Use the tool and curriculum to enhance the partnership between emergency management and public health.</li> </ul>	<p>Months 6 – 12</p> <p>Target Completion: May 31, 2008</p>	<p>Local emergency management personnel</p> <p>Local environmental health staff</p>	<ul style="list-style-type: none"> <li>• Training curriculum for emergency personnel</li> </ul>
<p><b>8.d.</b> Identify <b>key action areas for enhancing environmental health emergency preparedness</b> across Minnesota.</p> <ul style="list-style-type: none"> <li>• Review results from environmental health emergency preparedness survey (including an assessment of current status as well as needs), conducted in Spring 2007.</li> <li>• Make recommendations to state agencies (such as Department of Health, Department of Agriculture, and Pollution Control Agency) for future direction related to supporting state-wide planning and preparedness</li> <li>• Make recommendation to local public health agencies regarding preparedness planning and staff capacity</li> <li>• Make recommendations to regional preparedness planners regarding strengthening the EH component of their work</li> <li>• Review APC activities and products for relevance to survey findings and applicability to addressing identified gaps</li> </ul>	<p>Months 1 – 6</p> <p>Target Completion: November 30, 2007</p>	<p>Public health partners state-wide</p>	<ul style="list-style-type: none"> <li>• Statement of status and needs for MN related to environmental health emergency preparedness</li> <li>• Strengthened relationships with partner agencies (MDH, MDA, PCA, and other local public health agencies in the region)</li> </ul>

<b>Project Goal 9:</b> Share <b>best-practice information and materials</b> for environmental health preparedness and response with others.			
<b>Goal 9 Deliverables</b>			
<ul style="list-style-type: none"> <li>• Publications inventory and disposition assessment as well as recommendations for web postings &amp; dissemination plan</li> <li>• Written and electronic versions of all materials developed under this grant</li> <li>• Posting of some materials on suitable websites, as appropriate</li> <li>• Distribution of completed power point presentations upon request</li> </ul>			
<b>Programmatic Interest Areas:</b>			
<ul style="list-style-type: none"> <li>• Risk Communication and Public Education</li> <li>• Preparedness Planning and Readiness</li> <li>• Integrated Communications and Information Systems</li> <li>• Partnerships and Collaboration</li> <li>• Workforce Development and Training</li> </ul>			
<b>Evaluation:</b> Responses and feedback from others			
<b>Goal 9 Objectives</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>9.a. Inventory Twin Cities Metro APC publications</b> and prepare recommendations for disposition & need for additional printings /burnings	Months 1-9 Target Completion: March 31, 2008	Hennepin & Ramsey Counties, City of Mpls	<ul style="list-style-type: none"> <li>• Recommendations for organizing library of APC publications</li> </ul>
<b>9.b. Share materials with environmental health agencies and staff</b> in the three partner LPHAs and in the other municipalities in the target service area. <ul style="list-style-type: none"> <li>• Develop both written and electronic formats of materials to make the information available for other environmental health agencies.</li> <li>• With MN Department of Health, MN Department of Agriculture &amp; others, develop a place on a state website for accessing Twin Cities Metro APC resources; include links from websites in relevant state agencies and the partner agencies. (same as Goal 3, Objective 3h.)</li> </ul>	Months 1-12  Target Completion: May 31, 2008	Jurisdictions in Hennepin and Ramsey counties with environmental health programs  MN Departments of Health and Agriculture	<ul style="list-style-type: none"> <li>• Electronic and community access to materials</li> </ul>
<b>9.c. Provide updated versions of plans and materials developed</b> through the grant to NACCHO, the grant partners, and other EH, LPH and APC programs upon request. Post links to materials on appropriate state and local websites.	<i>Ongoing</i>	Other APCs, LPH depts, NACCHO, Jurisdictions in Hennepin and Ramsey counties with EH programs, national and Minnesota EH Associations (NEHA and MEHA), MN Depts. of	<ul style="list-style-type: none"> <li>• Hard and/or electronic versions of plans and materials</li> </ul>

		Health and Agriculture	
<b>Goal 9 Objectives (cont)</b>	<b>Timeline</b>	<b>Community partners</b>	<b>End products/deliverables</b>
<b>9.d. Share information</b> about the developed LPH environmental health emergency response plans, emergency handbook, environmental health guidance document, environmental health exercises, mutual aid agreements, public health hazard and vulnerability analysis tool, alert system, hotline, plus other environmental health-related planning guidance materials with key community partners, local public health departments' emergency preparedness planners, local emergency management, and other first responders in the target area.	<i>Ongoing</i>	Local public health, emergency management, and other first responders in the target service area	<ul style="list-style-type: none"> <li>• Informed emergency response partners</li> </ul>
<b>9.e. Make training modules available</b> to others.	<i>Ongoing</i>	Same as in 9a	<ul style="list-style-type: none"> <li>• Training modules, available in electronic, CD or hard copy</li> </ul>
<b>9.f.</b> Collaborate with NACCHO and others to <b>offer training</b> on environmental health emergency preparedness for other LPH agencies across the country.	<i>Ongoing and after grant period if funding is available</i>	Same as in 9a	<ul style="list-style-type: none"> <li>• Trained public health personnel</li> </ul>
<b>9.g.</b> Participate in required APC meetings, NACCHO-sponsored <b>conferences and designated meetings</b> , national conferences and possibly organize site visits with other APC programs nationwide. Determine mutually beneficial issues for discussion and schedule visit(s).	Months 1 – 12  Target Completion: May 31, 2008	Other APCs	<ul style="list-style-type: none"> <li>• Efforts coordinated with (and informed by) the work of other APCs</li> </ul>