



# COVID-19 RESPONSE PLAN (March 2020)

THRESHOLD GUIDELINES	Phase I - Preparedness Phase					
	Community Mitigation		Emergency Response		City Services	
<b>Orange County Health Care Agency Declaration of Local State Emergency</b>	Increase awareness and public education  Provide outreach and public education to high risk population  Establish PIO messaging strategy		Increase response and Personal Protective Equipment (PPE) protocol for responders  Develop tracking program to follow high risk patients through the medical system		Activate EOC to Level III  Encourage employees to stay home when sick  Implement cleaning and sanitation polices for the workplace	
	Update Alert-OC with a call-in message  Cancel large gatherings greater than 250 people. Move to smaller groupings  Cancel gatherings of more than 10 people for organizations that serve high risk populations  Close high risk classes on a case by case basis  Practice social distancing (physical space of at least 6' between individuals)		Update medical response algorithms to include new CDC protocols  Train first responders on modified protocols  Maintain necessary PPE inventory		Order COVID approved cleaning supplies and develop guidance document  Review, develop and update work plans to account for reduction in staff  Provide cleaning supplies for city conference rooms  No work related out of County travel/conferences	



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THRESHOLD GUIDELINES	Phase II - Minimal to Moderate Community Transmission					
	Community Mitigation		Emergency Response		City Services	
<b>Federal, State or County Change in Declaration</b>	Continue awareness and public education		Institute employee monitoring and health tracking (temperature and symptoms)		City Council Declaration of Local Emergency	
<b><i>Community transmission in Orange County</i></b>	Continue to provide outreach and public education to high risk population		Reduce non-essential staff assignments		Activate EOC to Level II, establish unified command	
	Continue social distancing measures		Reduce activities to focus on operations		Require employees to stay home when sick	
	Cancel large gatherings greater than 250 people. Move to smaller groupings				Close non-essential recreational city services	
	Cancel gathering of more than 10 people for organizations that serve high risk populations				Do not schedule city special events over 50 people	
					Limit work travel and conferences	
					Develop staff reduction plan	
					Establish at least one department illness representative for each department	



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THRESHOLD GUIDELINES	Phase III - Substantial Community Transmission					
	Community Mitigation		Emergency Response		City Services	
<b>Federal, State or County Change in Declaration</b>	Continue awareness and public education  Continue to provide outreach and public education to high risk population  Continue social distancing measures  Cancel large gatherings greater than 250 people- Move to smaller groupings  Organizations that serve high risk populations, cancel gathering of more than 10 people		Institute employee monitoring and health tracking (temperature and symptoms)  Evaluate service delivery model based on workforce health  Consider/cancel mutual aid		Activate EOC to Level I  Arrange telecommute arrangements  Cancel all work travel  Cancel all contract classes  Close recreational services  Close City Hall to all non-essential services  Cancel commission and community support meetings  Cancel Council Meetings  Implement staff reduction plan	
<b>Increased Community transmission in Orange County</b>						
<b>Community Transmission in Huntington Beach</b>						