

Department of Public Health

Ord. No. 719-2019

Cities Readiness Initiative (CRI)
Executive Summary

Background/Purpose

This legislation authorizes the Director of Public Health to apply for and accept a grant from the Ohio Department of Health for the Cities Readiness Initiative Program.

This ordinance will allow the Department of Public Health the resources and support to continue to develop plans and guidelines to dispense medical countermeasures to the residents, workers, and visitors of the City of Cleveland in the event of a biological or radiological/nuclear event/incident in order to protect life and health.

Funding will support activities that include the development of plans to build-out and operate Points of Dispensing (POD), the recruitment of volunteers, coordination/facilitation of trainings and exercises focused on public health emergency preparedness, and the coordination with other local, state, and federal agencies in addition to the private sector. Funding will be used to fund staff and help maintain assets that are related to the development and betterment of the Cleveland Cities Readiness Initiative Project's progress.

Accomplishments from 2017-2018

1. Coordination of external partnerships relative to Emergency Preparedness; Cuyahoga County Board of Health, Center for Health Affairs, Veteran's Administration, Red Cross, Emergency Management, Public Safety, Cleveland Metropolitan School District, and the Ohio Department of Health.
2. Revised plans for PODs to provide Medical Countermeasures (MCM) in response to a public health event/incident requiring these types of assets.
3. Coordinated ongoing planning sessions regarding Public Health Emergency Preparedness for regional stakeholders to ensure current plans and procedures enable CDPH and our partners can recognize, respond, and address widespread public health or bioterrorism events/incidents.
4. Partnered with regional health partners and community-based organizations to exercise emergency preparedness plans throughout Northeast Ohio.
5. Participated in the revision and updates to the City of Cleveland Emergency Operations Plan.
6. Hosted the Ohio Department of Health, the Centers for Disease Control, and the United States Marshalls for an Operational Readiness Review site visit
7. Activated two POD sites for facility setup drills managed by CDPH staff.
8. Performed multiple exercises of the CodeRED emergency notification system.
9. Conducted multiple data collection drills to test plans
10. Conducted CDPH and POD Staff call down drills
11. Conducted quarterly CodeRED notifications for CDPH staff.

12. Attended Ohio CRI Roundtables with statewide partners

13. Participated in Federal State and Local training relative to Public Health Emergency Preparedness.

14. Served as, or coordinated for CDPH Agency Representatives for the City Emergency Operations Center (EOC) activations for the events/incidents including the NBA Finals, St. Patrick's Day Parade, Cleveland Marathon, Rock and Roll Hall of Fame Induction Ceremony, and InCuya Festival.

Activities for 2019-2021

- 1) Respond to public health incidents/events as needed.
- 2) Coordinate position specific training for CDPH staff to be able to respond to all types and kinds of hazards.
- 3) Continue to collaborate with local, regional, state and federal partner agencies.
- 4) Conduct full scale mass dispensing drill (testing response to an Anthrax scenario) in June 2020.
- 5) Conduct additional tabletop, functional, or full scale exercises in accordance with state and federal guidance.
- 6) Continue to develop, plan, and implement the local MCM Distribution and Dispensing Plans.
- 7) Maintain redundant communication capabilities in response to and recovery from an event or incident.
- 8) Continue to coordinate or provide emergency preparedness training to CDPH staff, and maintain training records.
- 9) Review and update CDPH's Emergency Operations Plan and its components.
- 10) Attend trainings and conferences appropriate to public health emergency preparedness.

Grant Amount: \$107,309.00 (each year)

Grant Term: July 1, 2019 – June 30, 2021

Funding Source: Centers for Disease Control and Prevention through the Ohio Department of Health

CRI BUDGET NARRATIVE

PERSONNEL

Shaddy Swade, Emergency Preparedness Project Director (0.5 FTE) \$41,301.58

This position manages the Cleveland Department of Public Health's Office of Emergency Preparedness. This position also serves as the Cities Readiness Initiative (CRI) Coordinator for the Cleveland Department of Public Health (CDPH). The Emergency Preparedness Manager is responsible for the coordination of all CDPH emergency management activities, including mitigation, preparedness, response, and recovery phases of emergency management. Specific focus area of this position are to lead in the coordination, facilitation, and/or development emergency operations plans, trainings, exercises for CDPH, and to manage the CRI Grant. This will be performed through the development of spending allocations and coordination of grant expenditures. Another major focus area for this position is to collaborate and coordinate public health emergency management efforts with other City of Cleveland departments, other local agencies/entities, the State of Ohio, and federal partners. This position prepares periodic reports concerning the status of the CDPH's CRI Project/Program that are shared with stakeholders/partners. This position will serve as a public health first responder during an event/incident warranting public health response.

Emergency Preparedness Specialist Vacant (0.5 FTE) \$26,513.97

Under the direction of the Emergency Preparedness Manager, the Public Health Emergency Preparedness Specialist will support and assist in the coordination and execution of all CDPH emergency management and CRI activities. In the absence of the Emergency Preparedness Manager, the Public Health Emergency Preparedness Specialist will serve as the Interim/Acting Emergency Preparedness Manager in the performance of his/her duties. Therefore, this position will assist or lead in the coordination of CDPH emergency management activities to include mitigation, preparedness, response, and recovery phases of emergency management. Specific focus area of this position will be to assist or lead in the coordination, facilitation, and/or development emergency operations plans, trainings, exercises for CDPH. Assist in or manage the CRI Grant through the development of spending plans, coordinate the development or collection of budget proposals, and track CRI grant spending for CDPH. Another major focus area for this position is to assist in the collaboration and coordination public health emergency management efforts with other City of Cleveland departments, other local agencies/entities, the State of Ohio, and federal partners. This position will assist or prepare periodic reports concerning the status of the CDPH's CRI Project/Program that are shared with stakeholders/partners. This position will serve as a public health first responder during an event/incident warranting public health response.

TOTAL SALARIES & BENEFITS: \$67,815.55

OTHER DIRECT COST

Supplies \$4,000.00

Office supplies are needed for general operation of the program which will include, but not limited to, items such as highlighters, post-it notes, pens paper, notepads, clip boards, rulers, staples, tape, rubber bands, folders, and printer/fax supplies, and other materials to be included in point of dispensing go-kits.

Printing \$1,000.00

Envelope, poster, and tri-fold printing for activities to educate the community and healthcare partners.

Subscriptions/Publications \$300.00

Reference literature for guidance; including reference manuals and subscriptions, including the Red Book, Infectious Disease Control Manual (annual electronic subscriptions at \$300 each)

Fees \$1,680.00

CRI Grant funding will be used for Ohio Multi-Agency Radio Communications System (MARCS) radio fees (FCC license [User Fees] per radio plus any programming costs). The MARCS User Fee is \$240 per radio (handheld and base units). Cleveland has six MARCS handhelds and one MARCS base unit (total of seven MARCS radio). This cost will be \$1680 for the MARCS User Fees.

Out-of-State Travel \$4,448.00

NACCHO Preparedness Summit, April, 2020: Location: Dallas, TX

Purpose: Two members of the Preparedness Staff will leave the conference with public health tools and resources to further develop public health preparedness capabilities.

Airfare $\$500 \times 2 = \$1,000$

Hotel $\$148/\text{night} \times 4 \text{ nights} \times 2 = \$1,184$

Per-diem of $\$60/\text{day} \times 5 \text{ days} \times 2 = \600

Registration = $\$595 \times 2 = \$1,190$

Taxi, bus, train, tolls etc. = $\$137 \times 2 = \274

Baggage claims = $\$50 \times 2 = \200

Total: \$4,448.00

Additional Out of State Travel \$4,448.00

To a conference to be determined from amongst International Association of Emergency Managers, National Homeland Security Conference, Council for State and Territorial Epidemiologists, or other acceptable substitute.

Memberships \$1,000.00

Staff memberships for national organizations, including International Association of Emergency Managers, Association for Professionals in Infection Control, Council

for State and Territorial Epidemiologists, American Public Health Association, and others as deemed applicable.

Software	\$1,260.45
Purchase of software to support preparedness activities (e.g. mapping, health data visualization, etc.).	

Telephone charge	\$6,357.00
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Four (4) iPhones to be procured through the City of Cleveland contract. Phones will be assigned to the Project Director of the Office of Emergency Preparedness, the Emergency Preparedness Lead Planner, the Chief Epidemiologist, and the 24/7 line.

TOTAL OTHER DIRECT COSTS: \$24,493.45

Contract	\$15,000.00
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United Way of Greater Cleveland for 24/7 after hour's on-call phone coverage to include data use agreement, and surge capacity for emergency preparedness operations (e.g. POD adverse effects hotline).

TOTAL CONTRACT: \$15,000.00

TOTAL BUDGET: \$107,309.00 (each year)