



**Stephanie
Rawlings-Blake
Mayor**

CITY OF BALTIMORE

LEPC

**LOCAL EMERGENCY
PLANNING COMMITTEE**



**Robert Maloney
Deputy Chief**

**Tuesday, May 6, 2014
8:00 AM – 12:00 PM**

LEPC Quarterly Meeting



LEPC Meeting Highlights

8:15 – 8:30 Welcome

- Call to Order
- Adoption of Prior Meeting Minutes
- Announcements
- Welcoming Remarks

8:30 – 9:10 Government Reports

- Incidents/Events
- Hazmat Incidents
- Training & Exercises

LEPC Meeting Highlights

9:10 – 9:40 Special Report – Changing the ICS Model

9:40 to 10:00 Citizen Preparedness

10:25 – 11:50 Columbia Mall Shooting – Response and Public Information

Welcoming Remarks

Connor Scott

Deputy Director of Emergency
Management

Baltimore City

Government Report

OEM RESPONSES

Anthony “Tony” Smith

Operations Director

Mayor’s Office of Emergency Management

OEM Responses

- 4120 Grace Ct.- Dwelling Fire 3 Code F
- 1907 N. Pulaski St.- Dwelling Fire 2 Code F
- 1700 BLK South Road- Water Main with road collapse / sinkhole
- 400 Millington Ave- Sprinkler Activation
- Broadway and Eastern Ave- Confined Space Rescue

OEM Responses

- 3800 W. Belvedere Ave- Flooded basement
- 1010 St. Paul St.- Apt. Fire /2 alarms
- 1100 Whitmore Av- Hazmat/ Inv.
- 3601 Leo St- Hazmat/ Inv.
- 4701 Greenspring Ave.- School Lockdown
- Belair Road and North Ave- Police shot of Duty

OEM Responses

- I 83S at Pepsi Sign- Vehicle Accident with Ejection
- Moravia Rd/ Truesdale- Water main
- 620 S. Lehigh St- Flooded Building
- 2521 E. Lombard St- Building Fire
- Falls Rd/ Smith Ave- Evacuation of Meadow Mills, Post Office, Whole foods.

Falls Cliff Rd/ W. 32nd st.



Falls Cliff Rd/ W. 32nd st.



Falls Rd/ Clipper Mill Rd



Falls Rd/ Clipper Mill Rd



E. 26th St./ N. Charles St.



E. 26th St./ N. Charles St.



E. 26th St./ N. Charles St.



E. 26th St./ N. Charles St.



E. 26th St./ N. Charles St.



Questions?

- Email:

Anthony.Smith@baltimorecity.gov

TRAINING & EXERCISES

Connor Scott

Deputy Director

Mayor's Office of Emergency Management

Baltimore City

Upcoming Exercises

- **U.S. Postal Service full scale exercise**
 - June 10th, Fayette Street building
- **Casino Opening Tabletop**
 - Summer 2014
- **Star Spangled Spectacular**
 - Summer 2014
- **Water Taxi Exercise**
 - July 16th, Inner Harbor
- **Army/Navy Game Tabletop Exercise**
 - Fall 2014

Upcoming Training Events

- **G108 Community Mass Care and Emergency Assistance**
 - May 14^t & 15
- **MGT310 Threat and Risk Assessment**
 - June 3, 4, 5 at MEMA
- **G270 Recovery from Disaster**
 - June 16, 17 at PG County
- **Basic National Planners Course**
 - June 23-37 at Anne Arundel County
- **AWR136/MGT384 Essentials of Cyber Security**
 - July 1,2 at Howard County
- **Homeland Security Exercise and Evaluation Program (HSEEP)**
 - July 23, 24, 25 at Montgomery County

FEMA EMPP



Emergency Management Professional Program (EMPP)

- » Emergency Management Professional Program (EMPP)
- » Application Process
- » EMI Course Catalog
- » EM Competencies

National Emergency Management Academy

- 5 courses

National Emergency Management Leaders Academy

- 4 courses

National Emergency Management Executive Academy

- 4 courses

EMPP

National Emergency Management Academy

E/L0101 – Foundations

E/L0102 – Science of Disaster

E/L0103 – Planning

E/L0104 – Exercise Design

E/L0105 – Public Information

National Emergency Management Leaders Academy

National Emergency Management Executive Academy

Downloads

EM Competencies

"...the 101 course was by far worth the two weeks and long days of covering extensive course material."

Gretchen Brit, Region 6 Emergency Management Coordinator, South Carolina Emergency Management Division

National Emergency Management Academy

E/L0101 – Foundations of Emergency Management

Course Overview

The Federal Emergency Management Agency (FEMA) recognizes the need to tie training programs to an established set of emergency management competencies and to a career development program through a progressive training and education system that includes the entry-level Academy, called the National Emergency Management Academy. Training objectives for this course, Foundations of Emergency Management, are based on the newly established Emergency Manager competencies that the National Emergency Management Association (NEMA); the International Association of Emergency Managers (IAEM); and local, State, territorial, and tribal emergency management professionals have established in coordination with the Emergency Management Institute (EMI).

The following topics in emergency management are covered in this course: legal issues; intergovernmental and interagency context; influencing, organizing, social vulnerability issues; managing stress; collaboration, preparedness; team building; mitigation; response; prevention and protection; ethical decision-making; recovery; technology; administration; and the future.

FEMA National Domestic Preparedness Consortium



National Domestic Preparedness Consortium

Biography

ents

Partners

es

National Domestic Preparedness Consortium

The [National Domestic Preparedness Consortium \(NDPC\)](#) is a partnership of several nationally recognized organizations whose membership is based on the urgent need to address the counter-terrorism preparedness needs of the nation's emergency first responders within the context of all hazards including chemical, biological, radiological, and explosive Weapons of Mass Destruction (WMD) hazards.

Center for Domestic Preparedness

The Energetic Materials Research and Testing Center

National Center for Biomedical Research and Training

National Emergency Response and Rescue Training Center

Nevada Test Site's Counter Terrorism Operations Support Program

Transportation Technology Center

National Disaster Preparedness Training Center at UOH

Questions?

- Email:

Connor.Scott@baltimorecity.gov

Public Safety Initiative

Kevin Cleary

Community Program Manager

Mayor's Office of Emergency Management

Baltimore City

Madison Monument PSI

- Identified 4 PSI zones for 2014 through the Violent Crime Reduction Enhancement Initiative
- Madison Monument is the 1st for 2014
- Lower Park Heights – early June
- Westside Biopark Poppleton – mid-August
- Barclay Greenmount East – early October

Madison Monument PSI

- Five Components of PSI
 - Community Engagement
 - Inspections Week
 - Operations Week
 - Outreach via Door Knocking Teams
 - Special Programs/Workshops in evening
 - Community Resource Fair
 - Accountability

Madison Monument Public Safety Initiative (PSI)

March 31 to April 12



Madison Monument PSI



Madison Monument PSI



Madison Monument PSI

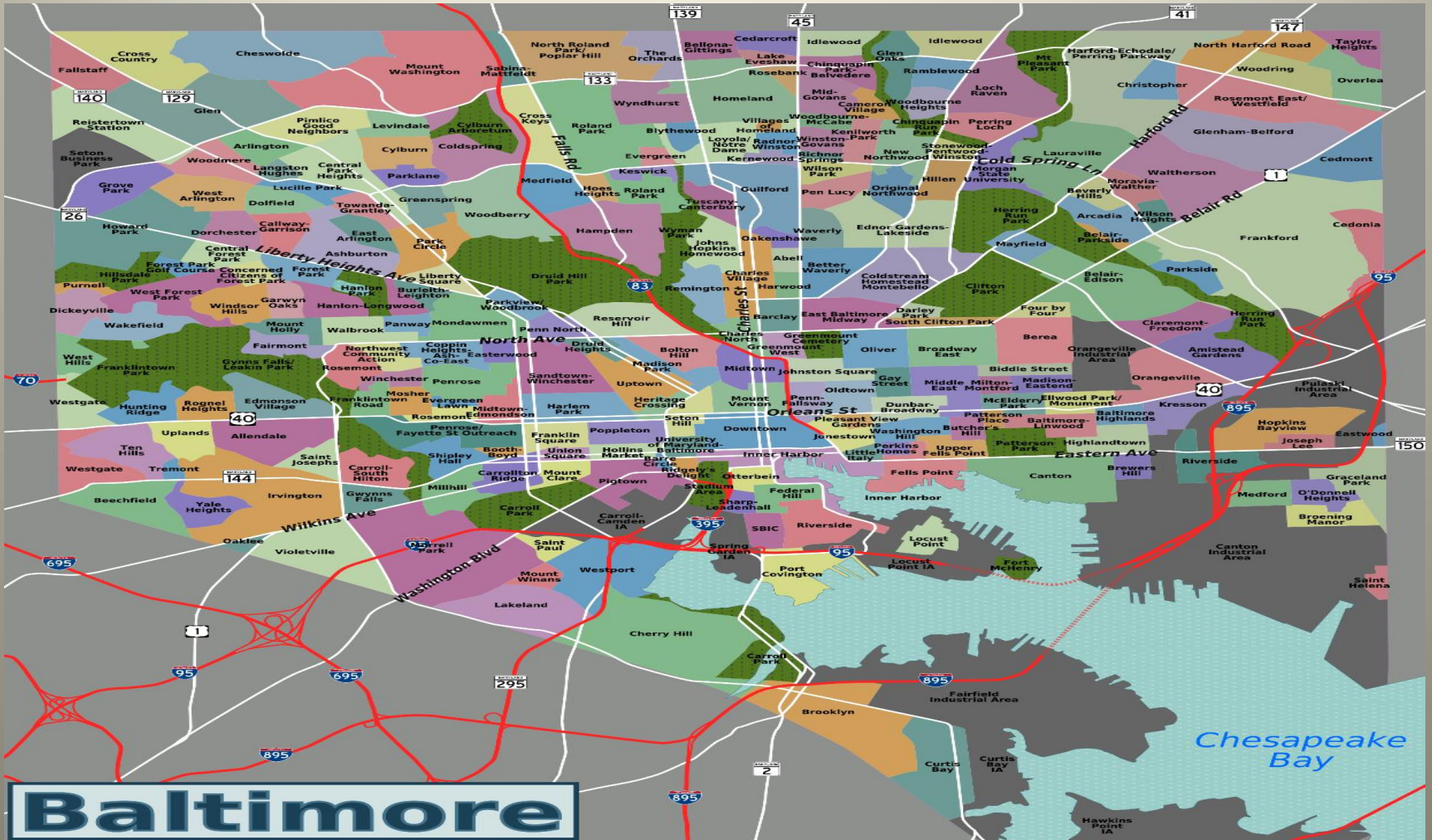
April 8 to April 11, 2014
Outreach Activities of Door Knocking Teams


# of Doors Knocked on	2,688
# of Doors That Opened to the DK Team	916
Response Rate	34%
# of Smoke Alarms Installed	302
# of Safety Inspections/Safety Talks	251
# of Blood Pressure Screenings	118
# Referred to Community Action Partnership for Assistance	846
# of People Who Requested Hotline # for Substance Abuse	234
# of People Enrolled in Outpatient Treatment	6
# of People Enrolled in Inpatient Treatment	3
# of People Who Attended Resource Fair	72

Madison Monument PSI

- Five Components of PSI
 - Community Engagement
 - Inspections Week
 - Operations Week
 - Outreach via Door Knocking Teams
 - Special Programs/Workshops in evening
 - Community Resource Fair
 - Accountability

Non-Profit Reports





Applied Physics Laboratory Incident Command System (ICS)

May 6, 2014

Mary D. Lasky



JOHNS HOPKINS
APPLIED PHYSICS LABORATORY

Agenda

- APL – part of Johns Hopkins
- APL's Business Continuity Planning
- Evolution of Emergency and Continuity Planning
- Consideration of ICS
- Move to ICS

Part of Johns Hopkins

The Enterprise



School of Arts & Sciences
Whiting School of Engineering
School of Professional Studies in Business & Education

School of Hygiene & Public Health
School of Medicine
School of Nursing

Applied Physics Laboratory

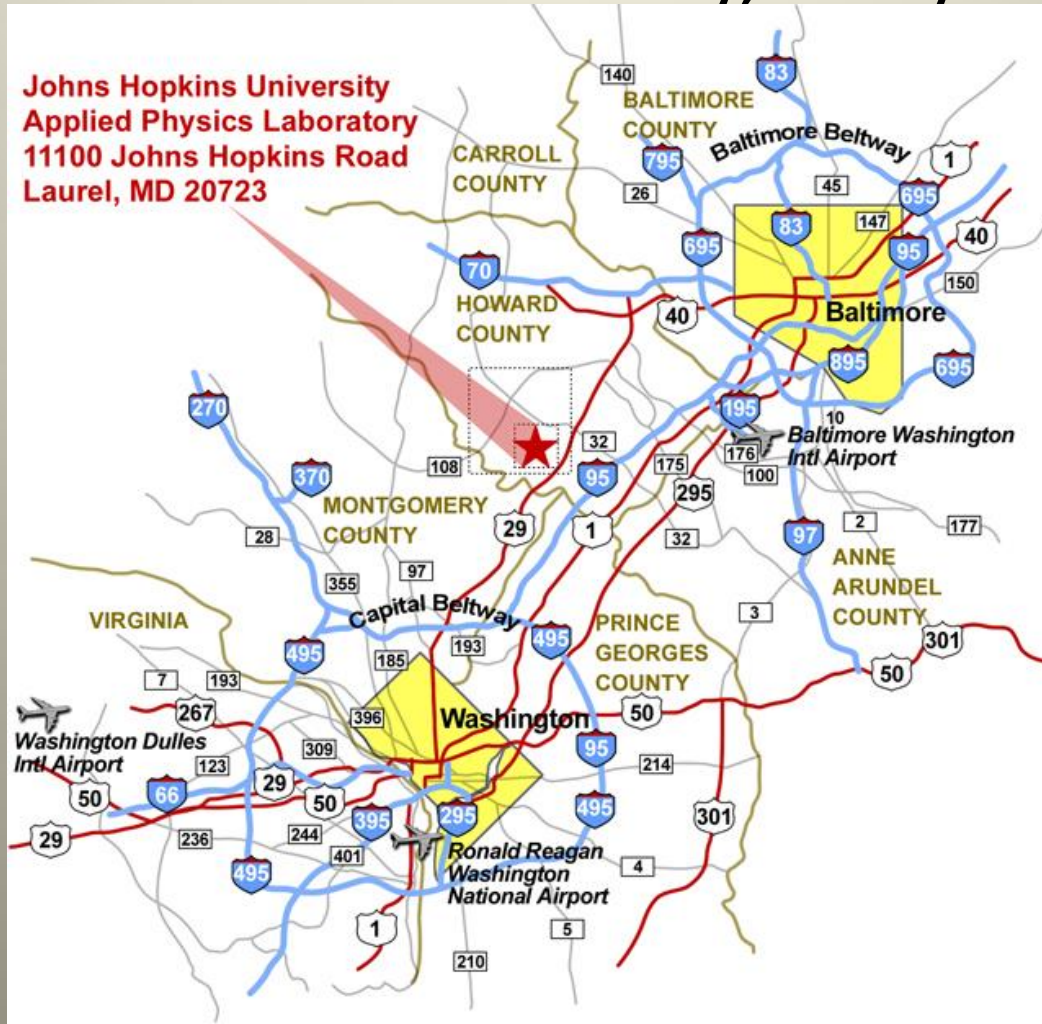
Nitze School of Advanced International Studies

Peabody Institute

APL is Located in the

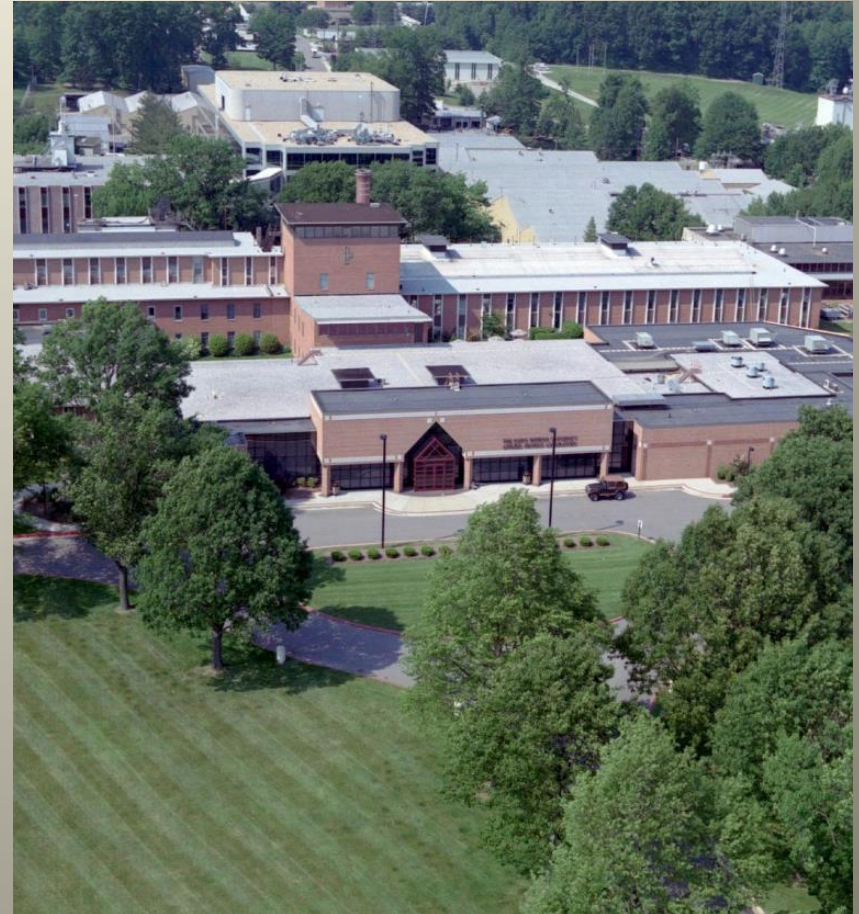
Baltimore-Washington Vicinity

- Located in Howard County, Maryland



Profile of the Applied Physics Laboratory

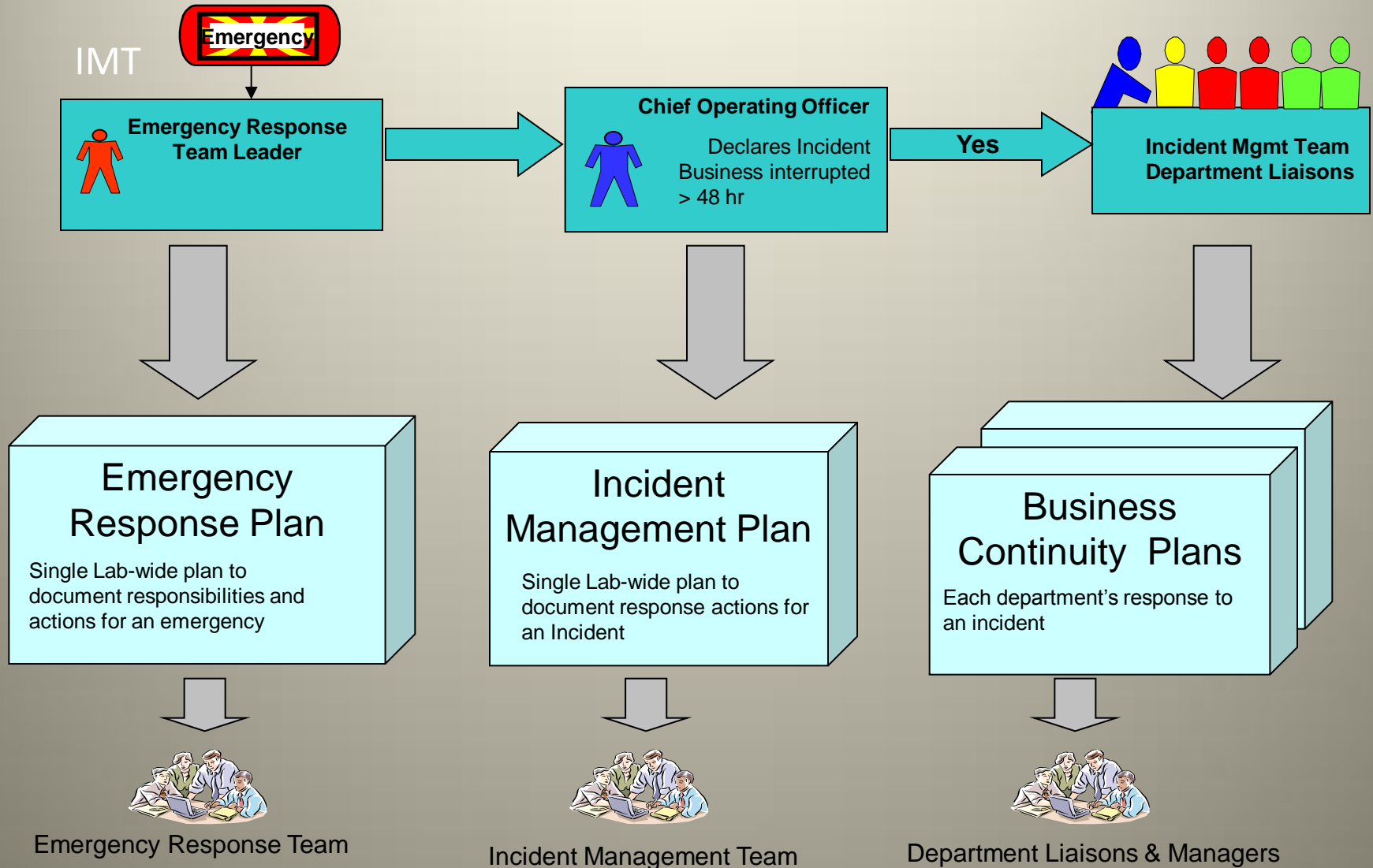
- Not-for-profit university research & development laboratory
- Founded in 1942 as a division of the Johns Hopkins University
- On-site graduate engineering program in eight degree fields
- Staffing: 5,000 employees (73% scientists & engineers)
- Annual revenue ~ \$ 1B



History of Continuity Planning at APL

- After September 2001, a team was formed to explore business continuity
- Consultants were hired to introduce continuity planning, and they helped catapult us into our planning
- Business Impact Analysis was performed to help uncover vulnerabilities
- Business Continuity Plans were built first for a couple of business areas and then for all departments, because departments own the resources
- An Incident Management Team was formed

APL's Emergency & BCP



Incident Management Team Members

All with organizational responsibilities:

- Assistant Director of Operations – Leader
- Assistant Director Programs – alternate leader
- Security
- Human Relations
- Information Technology
- Facilities
- Business
- Space Management
- External Communications
- Legal
- BCP Program Manager

One Page Plan -- Emergency & Incident Management – Sequence of Activity

Emergency Response Phase	Incident Management Phase 1 (communicate & locate staff)	Incident Management Phase 2 (assess impacts & plan recovery)	Incident Management Phase 3 (execute recovery plan)
<p>Triggering event Any emergency</p>	<p>Triggering event: <i>Circumstances that may result in an incident being declared</i> Business interrupted > 24 hr</p>	<p>Phase Transition: <i>Flow to Phase 2 depending on circumstances. Each Incident may be different.</i></p>	<p>Phase Transition: Initiate execution of the recovery plan</p>
<p>Expected activity (ERT)</p> <ol style="list-style-type: none"> 1. Protect the staff 2. Coordinate the actions of the ERT, supporting Lab service organizations, and affected departments using pre-established emergency protocols 3. Manage requirement for and intervention of 1st responders 4. Determine evacuation needs (in coordination with 1st responders when appropriate) 5. Coordinate evacuation of affected spaces and sweep for undetected casualties 	<p>Expected activity (IMT)</p> <ol style="list-style-type: none"> 1. Incident declared (ADO) 2. IMT is stood up 3. Initiate call trees 4. Coordinate/manage all internal and external communications 5. Establish communications with Departments Liaison <ul style="list-style-type: none"> - Brief Dept. Liaisons - Issue instructions as specified in IM Plan 6. Maintain global status (staff accounting, damage, etc) 7. Central functional support is available via the IMT to assist departments as required 	<p>Expected activity (IMT)</p> <ol style="list-style-type: none"> 1. Coordinate/manage internal and external communications 2. Responsible for: <ul style="list-style-type: none"> - Space assignments - Coordinating salvage of equipment - Legal matters 	<p>Expected activity (IMT)</p> <ol style="list-style-type: none"> 1. Acquire and/or establish temporary/alternate resources & services: <ul style="list-style-type: none"> - Temporary spaces - Equipment - Plant engineering - Relocation support - Communications 2. Coordinate with insurance companies 3. Stand down IMT and resume normal operations and operational interfaces
<p>Plan to be used: Emergency Response Plan</p>	<p>Plans to be used: Lab Incident Management Plan and Dept Business Continuity Plans</p>	<p>Plans to be used: Lab Incident Management Plan and Dept Business Continuity Plans</p>	<p>Plans to be used: Lab Incident Management Plan and Dept Business Continuity Plans</p>

Legend:

Emergency Response Team (ERT)

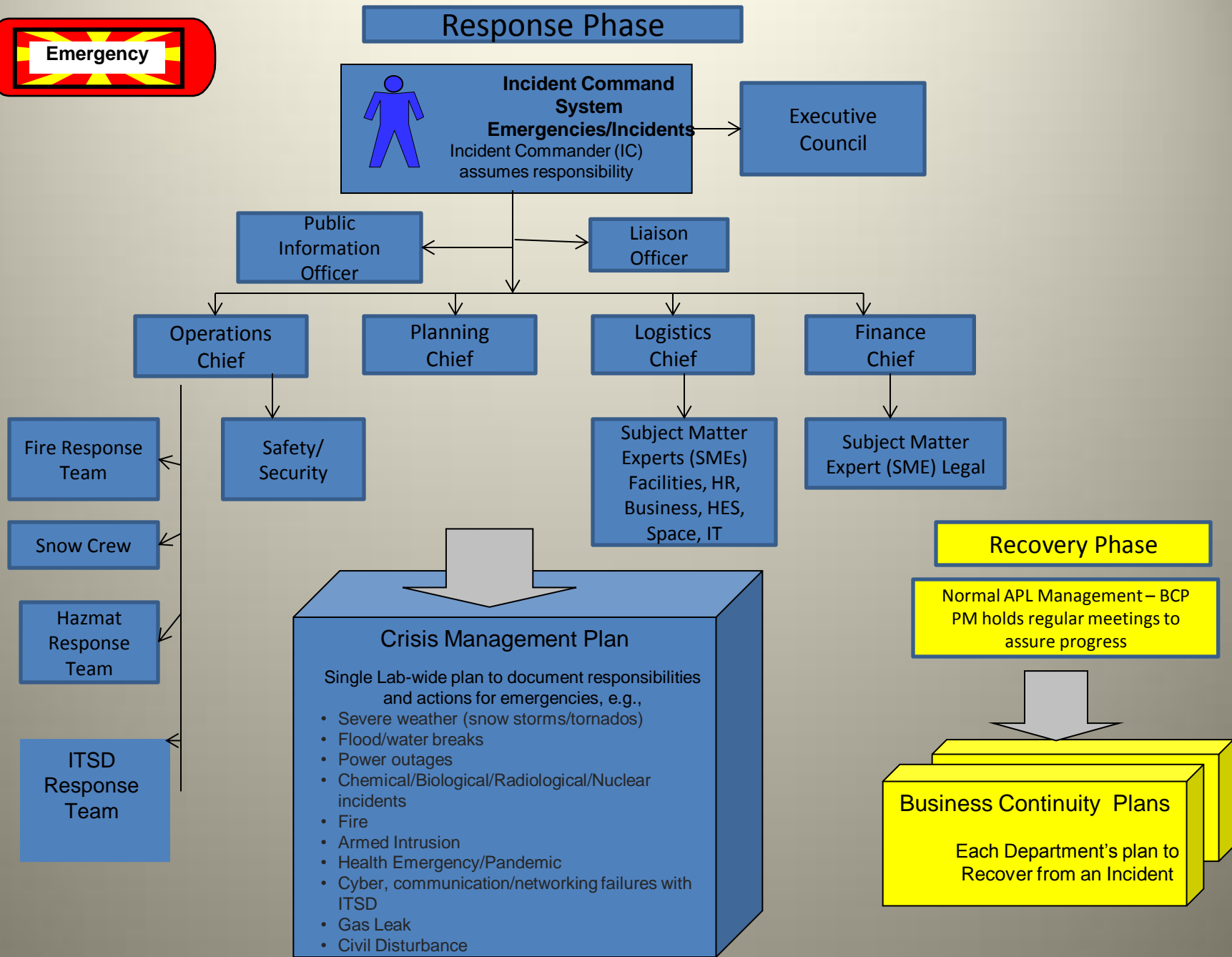
Incident Management Team (IMT)

Department Key Management Team

Thinking about ICS

- In June 2012, Security staff did a Table Top Exercise with Howard County Police
- Then in October 2012, did a full scale exercise with the Police. Of course, the Police used ICS and we needed to fit in.
- Johns Hopkins Hospital uses ICS (Joint Commission requirement)
- Johns Hopkins University was seriously thinking of it
- Consequently, we looked at this for many months weighing the pros and cons
 - Pros
 - Match others outside of APL
 - Cons
 - Does not match our organizational structure and roles
- So what to do – we went around and around
- Finally deciding to go for ICS

APL Incident Command System Overview



Transition to ICS

- Realized that some of the people on the old Incident Management Team were not prime so would not be on the core ICS team.
- Formed a new team with key positions
- Formed Response Teams to help and tie to organizational responsibilities
- Required everyone to take the NIMS/ICS Training
 - ICS – 100
 - ICS – 200
 - ICS -- 700
- Met twice a month at the beginning to be sure everyone knew position and how to work together
- Used the different hazards as table top exercises to define and refine our roles and what we need to do for that incident
- Modifies our “One Page Trigger Document” to be ICS

Incident Management System (ICS) – Sequence of Activity

Emergency Phase	ICS Response Phase 1 (communicate & locate staff)	ICS Response Phase 2 (assess impacts)	Recovery Phase 3 (Transition to Lab functions)
<p>Triggering event Any emergency - ICS stands up</p> <hr style="border-top: 1px dashed black;"/> <p>Expected activity (ICS)</p> <ol style="list-style-type: none"> 1. Protect the staff 2. Incident Commander (IC) takes responsibility and Operations Chief coordinates activities using the Emergency Task Force as needed 3. Operations Chief manages requirement for and intervention of 1st responders 4. IC with Operations Chief determine evacuation needs (in coordination with 1st responders when appropriate) 5. Operations Chief coordinates evacuation of affected spaces and sweep for undetected casualties 6. IC with PIO notifies staff and keeps Directors informed 	<p>Triggering event: <i>Circumstances are that it is a major emergency for the Lab</i></p> <hr style="border-top: 1px dashed black;"/> <p>Incident Command System (ICS)</p> <ol style="list-style-type: none"> 1. IC keeps Directors informed 2. IC and PIO keep staff informed 3. Depending on severity – Planning, Logistics and Financial Chiefs are stood up 4. Operations Chief continues to coordinate response 5. IC and Planning Chief meets with Department representatives and the Operations Chief reports on damage 6. Determine next phases of Response 7. Hold Tactics Meetings <hr style="border-top: 1px dashed black;"/> <p>Department Expected Activity</p> <ol style="list-style-type: none"> 1. Dept reps will meet with IC and Planning Chief to help plan response 2. Establish a department meeting place as needed 3. Conduct concentrated effort to locate staff by department Key Management Team 4. Dept provide reports and status to IC and Planning Chief 5. Communicate with sponsors using material provided by IC and PIO and report to IC/PIO on results of interactions. 	<p>Phase Transition: <i>Flow to Phase 2 depending on circumstances. Each Incident may be different.</i></p> <hr style="border-top: 1px dashed black;"/> <p>Incident Command System (ICS)</p> <ol style="list-style-type: none"> 1. IC Coordinate / manage internal and external communications 2. Operations Chief continues to coordinate response 3. Logistics Chief coordinating space assignments and salvage of equipment 3. Financial Chief sets up charge numbers and works with legal on insurance matters 4. IC and Planning Chief (and other Chiefs depending on needs) continues to meet with Departments 5. Hold Tactics Meetings <hr style="border-top: 1px dashed black;"/> <p>Department Expected Activity</p> <ol style="list-style-type: none"> 1. Assess program impacts <ul style="list-style-type: none"> - Requirements to continue - Impact to deliverables - Staff availability - Staff space requirements - Facilities & SW requirements - Equipment requirements - Communications requirements - Closed area security requirements 2. Prepare with IC and PIO and deliver detailed communication to sponsors 3. Work with Planning and Logistic Chiefs on space requirement and salvage opportunities 	<p>Phase Transition: Initiate execution of the recovery plan</p> <hr style="border-top: 1px dashed black;"/> <p>Standard Lab Functions</p> <ol style="list-style-type: none"> 1. Program Manager – BCP coordinates recovery phase 2. Space Coordinator acquires and/or establish temporary/alternate resources & services 3. Coordinate with insurance companies 4. TSD uses Cotton as required 5. PIO continues to communicate with staff <hr style="border-top: 1px dashed black;"/> <p>Department Expected Activity</p> <ol style="list-style-type: none"> 1. Develop plans & requirements necessary to resume business operations 2. Stand up temporary spaces <ul style="list-style-type: none"> - Staff occupation - Facilities 2. Acquire equipment 3. Software restoration to facilities 4. Resume normal operations and operational interfaces
<p>Legend:</p> <div style="display: flex; flex-direction: column; gap: 5px;"> <div style="background-color: #800000; color: white; padding: 2px 5px;">Emergency Phase</div> <div style="background-color: #000080; color: white; padding: 2px 5px;">Initial Response Phase</div> <div style="background-color: #008000; color: white; padding: 2px 5px;">Recovery Phase</div> </div>			
<p>Plan to be used: Crisis Management Plan</p>	<p>Plans to be used: Crisis Management Plan and Dept Business Continuity Plans</p>	<p>Plans to be used: Crisis Management Plan and Dept Business Continuity Plans</p>	<p>Plans to be used: Dept Business Continuity Plans</p>

Hurricane Responsibilities

ICS Position	Pre-event Actions	Initial Response – as storm starts to taper off	Response	Response	Recover Phase
			Period One	Period 2 (as required)	
Incident Commander (IC)	<p>Issue memo to staff about:</p> <ul style="list-style-type: none"> Storm Work-at-home possibility Critical work at APL <p>Activates the ICS (all or part depending on projected severity)</p> <p>Review what are possible scenarios with the ICS team</p>	<p>Keeps Directors informed</p> <p>Works with PIO as needed on staff notices</p>	<p>Keeps Directors informed</p> <p>Notify the University about APL situation</p> <p>Call Tactical Meeting with ICS team and Department Liaisons (DLs). Goal is to hear report on damage and determine sponsored department requirements.</p>	<p>Keeps Directors informed</p> <p>Coordinates activities and works with ICS Team</p> <p>Hold Tactics Meeting as required with ICS team and Department Liaisons (DLs).</p>	<p>ICS stood down and the ADO and PM BCP takes over the coordination using the standard APL structure</p>
Operations Chief	<p>Coordinate with Facilities on their preparations – topping off fuel, cleaning gutters, etc.</p>	<p>Works with Fire, Hazmat, Medical Response Team and Facilities to stop the flooding and deal with immediate issues.</p> <p>Informs IC</p>	<p>Keeps IC apprised of the situation. Coordinates the Response Teams efforts.</p> <p>Works with Damage Assessment Response Team (Facilities) and reports to the Tactical Meeting</p> <p>Works with ICS Team as needed on information for the Incident Action Plan and coordinates operations aspects of the plan.</p>	<p>Keep IC apprised of the situation. Coordinate the Response Teams efforts.</p> <p>Reports on further developments from Damage Assessment Response Team.</p> <p>Works with IC and Planning Chief as needed.</p>	
Planning Chief	<p>Issue request to Operations Forum about critical work – request 24 hour turnaround in response</p> <p>Track Facilities preparations as deemed reasonable</p>	<p>Track activities as necessary.</p> <p>List of actions to be done.</p>	<p>Attends the tactical meeting. Receives the damage assessment and the DL requirements.</p> <p>Develops the Incident Action Plan for the next period and beyond as needed.</p> <p>Works with ICS team to carry out the plan and track activities.</p>	<p>Develops next Incident Action Plans for second period with information provided at the Tactics Meetings.</p> <p>Works with ICS team to carry out the plan.</p>	<p>PM BCP assists in the coordination</p>

Hurricane Responsibilities

ICS Position	Pre-event Actions	Initial Response – as storm starts to taper off	Response Period One	Response Period 2 (as required)	Recover Phase
Logistics Chief	Pre-stage supplies in Bldg. 29 as needed	Food for the response team and ICS team as needed	Start working on alternate locations for displaced staff and facilities. Work with Space and IT SMEs on requirements. Work on salvage opportunities. Document damages.	Determine if food is needed for ICS, response teams and SMEs. Continue working issues about alternate locations for displaced staff and facilities. Continues to work on space issues and salvage opportunities	TSD takes on the physical plant work using the contact with Cotton as required Regular Lab functions operate as required
Finance Chief	Opens up a TA for this Incident. [FFI budget]	Monitor activity on new charge number as needed	Legal SME reports to insurance companies	SMEs – Legal, Property, and IT work with insurance companies concerning damaged property Depending on length of the Incident, develop financial reports of situation	BCSD and Legal work property, insurance claims, etc.
PIO	Work with IC on announcement to staff	Announcement to staff Determine how often the announcements should be sent.	Announcement to staff. Prepares a press release	Keep staff informed and issues press releases as needed	Keep Departments Liaisons in the affected departments informed on recovery progress
Liaison Officer	Keep apprised of situation and keep ICS team informed of external activities	Keep apprised of county and CEPAR information and updated them on APL situation. Work with MEMA and the Business Operations Center as needed.	Work with county and CEPAR as is beneficial to APL. Work with MEMA and the BOC as needed.	Based on APL needs/requirement, continue to work with CEPAR and county as needed. Work with MEMA/ BOC.	Keep county and CEPAR informed as needed.

Pandemic Responsibilities

Responsibility	Step 1 – Pandemic elsewhere in world	Step 2 – Pandemic in USA	Step 3 – Pandemic moves to I95 corridor	Step 4 – Pandemic causes local schools to close	Step 5-- Infrastructure issues	Step 6 -- Pandemic over
Incident Commander	<p>Declares Incident and calls meeting with EC ICS Team and Department Liaisons</p> <p>Recommends travel ban as required and self-quarantine for 7 days from affected area</p> <p>Review plans and work with ICS Team on possible updates</p>	<p>Keeps Directors informed</p> <p>Recommend contingency policies based on study of situation</p>	<p>Keeps Directors informed</p> <p>Recommend to EC social distancing based on work of Chiefs (shaking hand, meetings, staggered work hours, cafeteria use)</p> <p>Announce contingency policies that EC has authorized</p> <p>Initiate voluntary work-at-home</p>	<p>Recommends mandatory work-at-home and only “Critical Work” at APL facility (based on chiefs work). Then implement on approval</p> <p>Keeps Directors informed of financial and staff situation</p> <p>Announce contingency policies that EC has authorized</p>	<p>Critical work continues at APL facility as possible</p> <p>Keeps Directors informed of financial and staff situation</p>	<p>Recommends notice to staff that facilities are open for routine operations in <u>phased</u> approach</p> <p>Study contingency policies and determine which to reverse</p> <p>Coordinate the Lessons Learned /after action reports</p> <p>Prepare for next wave</p>
Operations Chief			<p>Collaborates on social distancing and voluntary work at home.</p> <p>Coordinate with ITSD on an issues from work at home</p> <p>Assist Planning Chief on planning for infrastructure issues</p>	<p>Enforce mandatory work-at-home</p> <p>Assist Planning Chief on planning for infrastructure issues</p>	<p>Minimal crew at APL facility -- coordinate the guards</p> <p>Assist Planning Chief on planning for resumption of full service</p>	<p>Collaborate on travel situation</p> <p>Prepare for next wave</p>
Planning Chief	<p>Issue data call to update “Critical Work” information</p> <p>Compile all of the data call information</p>	<p>Prepare for Social Distancing and Voluntary work-at-home</p>	<p>Coordinate policy implementation the with DLs and address their issues</p> <p>Plan for mandatory work-at-home</p>	<p>Plan for Infrastructure Issues</p>	<p>Plan for resumption of service at APL in a phased approach</p>	<p>Prepare for next wave</p>

Triggering Actions in Response to a Pandemic (Page 1)

Trigger Responsibility	Step 1 -- Pandemic elsewhere in the world but not in USA	Step 2 – Pandemic in USA	Step 3 – Pandemic moves to I95 corridor	Step 4 – Pandemic causes local school districts to close	Step 5 – Infrastructure issues	Step 6 – Pandemic is over & return to normal activities (there may be other waves)
World Health Organization (WHO) & US Government Likely Actions	WHO Phase 6 US Govt. Stage 2 and 3 pandemic in foreign countries	WHO Phase 6 US Govt. Stage 4 Pandemic is in USA	WHO Phase 6 US Govt. Stage 5 – spread throughout the United States	WHO Phase 6 US Govt. Stage 5 – at some point may require only essential work to be done in government facilities and requires work-at-home	WHO Phase 6 US Govt. Stage 5	WHO Phase 3/4/5 US Govt. Stage 6 Recovery
JH CEPAR phases – likely actions	Watch/Routine	Transitional stage if two small clusters in USA	Critical if one large cluster in I95 corridor below New York – close the University but not Health System	Continue Critical state	Continue Critical state	Routine
APL – ICS Team	<ul style="list-style-type: none"> • Signal trigger • Declare Incident and stand-up ICS and stand-up ICS & hold meeting with EC • Review plans/update • Initiate ban on all non-essential travel to affected areas • Self quarantine for 7 days returning from affected areas • Establish deadline to identify “Critical Work” • (CPA) Update Web • (HRSD) Staff update emergency info 	<ul style="list-style-type: none"> • Signal trigger • Recommend contingency policies •(CPA) Draft communication of contingency policies • (HES) Publish health tips & distribute hand cleaner • Decide if masks are mandatory in step 3 • (ADO) Republish Family Guide 	<ul style="list-style-type: none"> • Signal trigger • Initiate Social Distancing examine limitations on meetings, staggered work hours, cafeterias, etc. • Initiate voluntary work-at-home • (ADO) Publishes information on contingency policies • (CPA) Publish information announcements to staff 	<ul style="list-style-type: none"> • Signal trigger • Recommend mandatory work-at-home and only “Critical Work” at APL facility • (CPA) Continues communications to staff • Review reports from timekeeping system • Implement mask policy 	<ul style="list-style-type: none"> • Signal trigger • Staff cannot work at home • Minimal crew at APL facility • Critical work continues at APL facility as possible • Continue to review reports from timekeeping system • Consider other policies as needed • (CPA) Daily updates to staff • Monitor level of work-at-home 	<ul style="list-style-type: none"> • Signal trigger • Clean facility • Recommend notify staff that facilities are open for routine operations in phased approach • Based on government advice, travel will be resumed • Assess contingency policies and operations for improvements • Prepare for the next wave

Triggering Actions in Response to a Pandemic

Trigger Responsibility	Step 1 -- Pandemic elsewhere in the world but not in USA	Step 2 – Pandemic in USA	Step 3 – Pandemic moves to I95 corridor	Step 4 – Pandemic causes local school districts to close	Step 5 – Infrastructure Issues	Step 6– Pandemic is over & return to normal activities (there may be other waves)
Director and the Executive Council	<ul style="list-style-type: none"> • Meet with ICS Team and review all contingency policies as appropriate • Approve ban on all non-essential travel to the countries where transmission is happening • Approve Self quarantine for 7 days as recommended • Approve deadline for departments to identify “Critical Work” & develop alternate approaches to perform non essential work 	<ul style="list-style-type: none"> • Approve needed contingency policies • Approve policy on use of masks at APL for Step 3 	<ul style="list-style-type: none"> • Approve social distancing recommendations • Approve voluntary work-at-home & staggered work hours to minimize exposure in shared office space as required 	<ul style="list-style-type: none"> • Approve Lab going to mandatory work-at-home with only “Critical Work” at APL • Monitor Lab \$K/BSY and direct versus indirect balance • Follow social distancing as required • Approve additional contingency policies as required 	<ul style="list-style-type: none"> • Continue “Critical Work” status as possible • Hold electronic status meetings • Monitor Lab \$K/BSY and direct versus indirect balance 	<ul style="list-style-type: none"> • Reverse contingency policies • Approve notifying staff that facilities are open for all work • Approve travel resumption
Departments	<ul style="list-style-type: none"> • Evaluate travel required for essential work outside of USA • Follow ban on non essential travel • Follow quarantine guidelines as requested • Assess “Critical Work” & report to IMT on infrastructure needs 	<ul style="list-style-type: none"> • Develop plans for maximum work-at-home • Solve travel for “Critical Work” in an alternate way 	<ul style="list-style-type: none"> • Monitor staff attendance and report daily to ICS Team • Plan for max work-at-home • Staff who are working at-home should move phone extensions to home • Enforce policies on social distancing • (TSD) Special restroom cleaning – hospital grade • (ITSD) Help Desk at home 	<ul style="list-style-type: none"> • Implement “Critical Work” at APL facilities • Supervisors must stay apprised of and monitor their staff’s work-at-home • Follow social distancing as required 	<ul style="list-style-type: none"> • Continue “Critical Work” at APL facilities • Continue to monitor attendance and perform reporting • Monitor the work of those working at home 	<ul style="list-style-type: none"> • Work as normal At APL facilities

Table Top Refinement of these Hazards

- Armed Intrusion
- Earthquake
- Fire
- Hurricane
- Pandemic
- Power outages
- Radiological and Nuclear Medical
- Severe weather (snow storms, etc.)
- Tornado
- Water main break

Some of the Incidents we do not stand up the ICS team at all – normal snow storms are an example

Lessons Learned

- Derecho and then Sandy – pointed out that we needed IT there as a real member and not someone we call if needed – we need them from the beginning
- Our notification tool is essential and Lab staff are well tuned to it now and use often is important
- ICS table top work was helpful in defining our responsibilities – good discussions
- Staff does not read information provided
- We have included the backup people to the key ICS positions in all meetings. We may need two backups versus only one
- Subject Matter Experts are important and we included them in the table top exercises as was appropriate



JOHNS HOPKINS
APPLIED PHYSICS LABORATORY

Corporate Emergency Access System

- Joe Aiello, CEAS

Citizens and Community Reports

Community Emergency Response Team



Department of Homeland Security
Emergency Preparedness and Response Directorate
FEMA

Baltimore City CERT Status Update



**Stephanie
Rawlings-Blake
Mayor**

CITY OF BALTIMORE

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**LOCAL EMERGENCY
PLANNING COMMITTEE**



**Robert Maloney
Deputy Chief**

BREAK

10:00 – 10:15

PRIVATE SECTOR REPORT

Panel Presentation: Columbia Mall Shooting

- Captain John McKissick – Commander, Special Operations Bureau, Howard County Department of Police
- Sherry Llewellyn – Director of Public Affairs, Howard County Department of Police
- John Jerome – Assistant Chief of Operations, Howard County Department of Fire and Rescue Services



**Stephanie
Rawlings-Blake
Mayor**

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**Robert Maloney
Deputy Chief**

Thank You!!

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