



# City of Richmond COVID 19 Planning

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# Agenda

- **An Overview of COVID 19**
  - History
  - Current Status
  - Future projections
- **Our Goal**
- **Objectives**
- **Our Plan**
- **Remaining Action Items**



# COVID19 An Overview

What is the incident, issue, event materials

# History

## COVID19

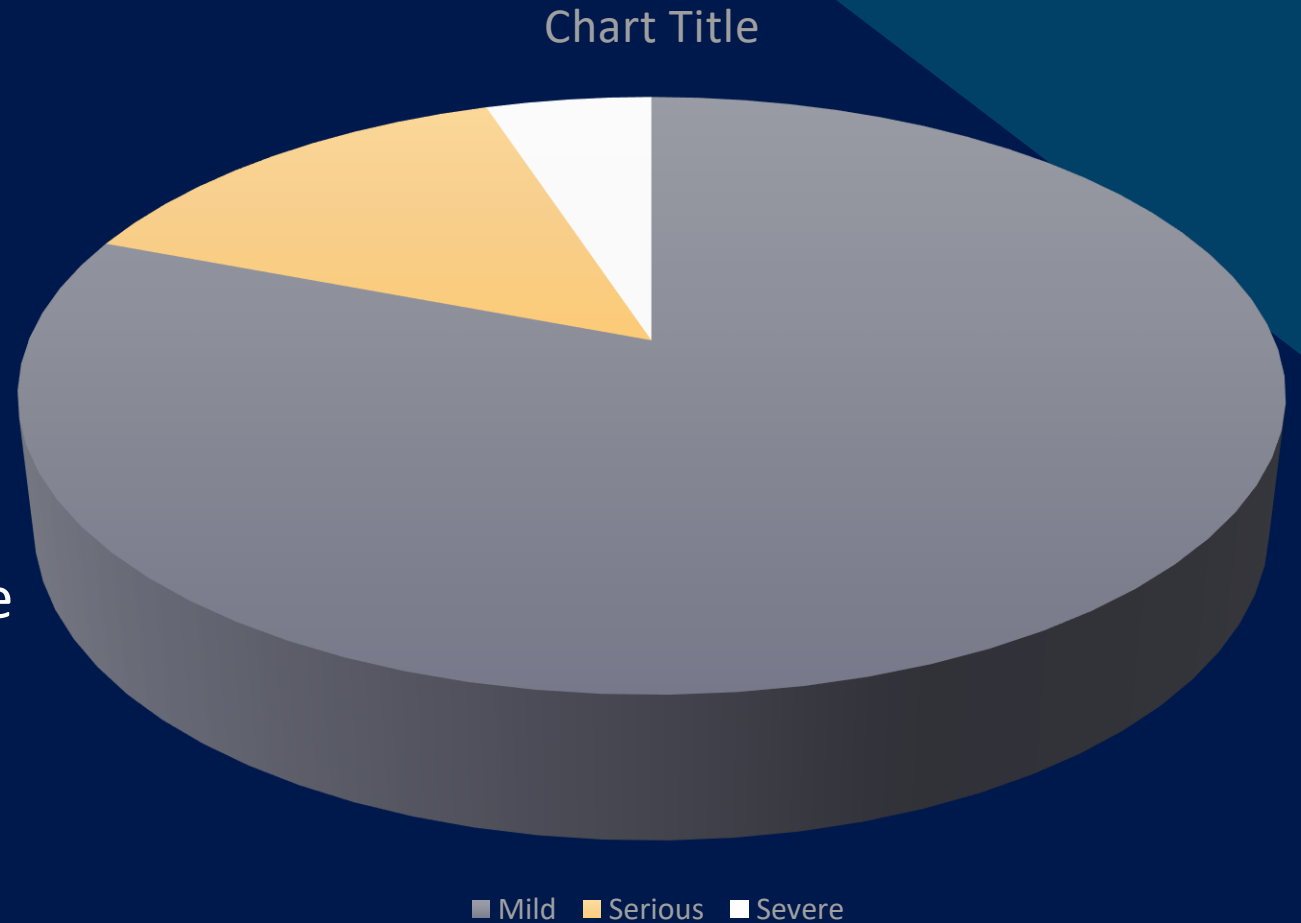
- Originated in Wuhan China in December 2019
- Open food market
- Rapidly spread through China and by February had moved to 38 countries



# COVID 19 Severity Models

From China patient populations

- 80% of patients infected will present with mild symptoms. Able to be managed at home with rest, fluids and over the counter medicines like acetaminophen
- A smaller percentage (14%) will have more serious symptoms; may require hospitalization and supportive care
- A smaller percentage (5%) will have severe symptoms requiring intensive support



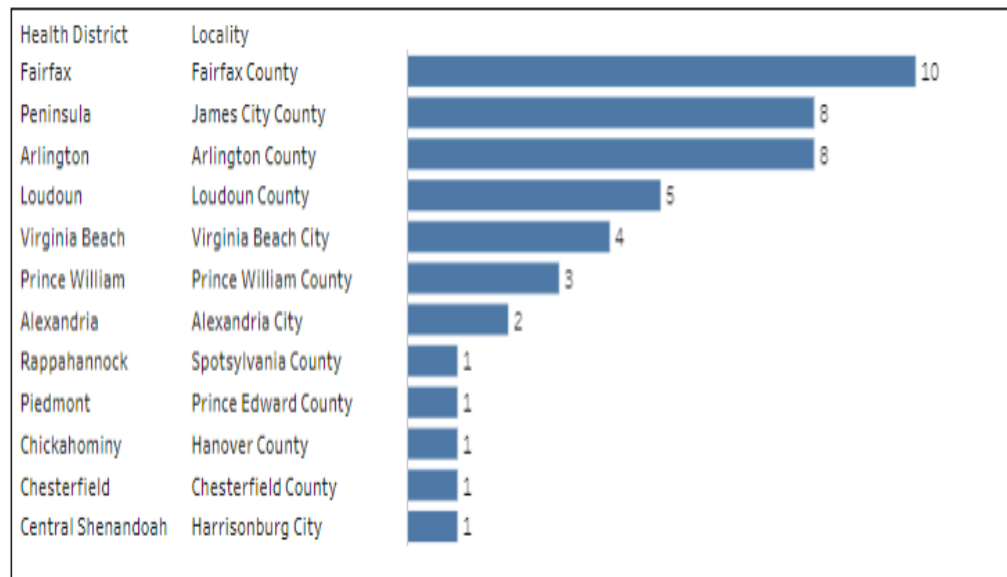
# Corona Virus

COVID19 Updated 3/16 09:00 hrs.

- Globally more than 169K cases
- More than 109 Countries
- Resulting in more than 3800 deaths (1700 Healthcare workers)
- US 3774 Cases, 69 deaths
- VA 51 cases, 1 death

# Current Status

## COVID19



\* Positive Tests Among People Tested

^ Test Results Received by Public Health From All Reporting Labs

Updated: 3/15/2020



Coronavirus COVID-19 Global Cases by the Center for Systems Science and Engineering (CSSE) at Johns Hopkins Uni...



Total Confirmed

3,774

Confirmed Cases by  
Country/Region/Sovereignty

81,020 China

24,747 Italy

13,938 Iran

8,162 Korea, South

7,844 Spain

5,813 Germany

5,437 France

3,774 US

2,200 Switzerland



Total Deaths

69

42 deaths

Washington US

6 deaths

California US

6 deaths

New York US

5 deaths

Florida US

2 deaths

Louisiana US

2 deaths

Total Recovered

12

6 recovered

California US

2 recovered

Illinois US

1 recovered

Arizona US

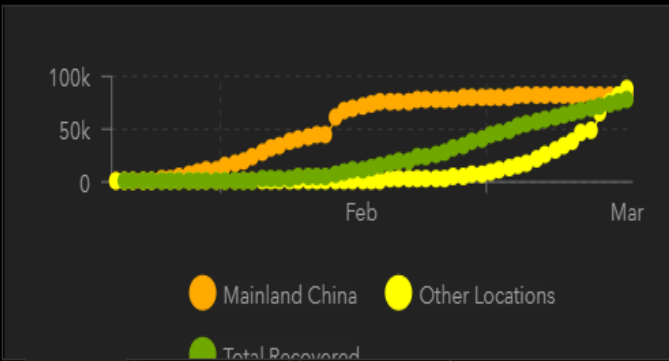
1 recovered

Massachusetts US

1 recovered

Washington US

1 recovered



Actual

Logarithmic

Daily Cases

148

countries/regions

Lancet Inf Dis Article: [Here](#). Mobile Version: [Here](#). Visualization: JHU CSSE. Automation Support: Esri Living Atlas team and JHU APL.

Data sources: WHO, CDC, ECDC, NHC and DXY and local media reports. Read more in this

Last Updated at (M/D/YYYY)

3/15/2020, 11:33:03 PM



# Future Projections

## COVID19

- Wider availability of testing – More cases are expected because of this new vendor availability
- Live tracking database John Hopkins



# COVID19 Goal

Goal Statement

# Goals

COVID19

Slow the rate of infection to citizens and our workforce.

Restore our City to normal daily activity.



# COVID19 Objectives

Primary Objectives



# Objectives (Part 1)

## COVID19

- Collaborate/coordinate with the region and Richmond Health District to reduce the impact of the virus
- Consistent and timely messaging (email, Twitter, Starnet, Posters, Flyers etc.)
- Ensure public safety and the general workforce have the necessary resources needed to perform essential tasks

# Objectives (Part 2)

## COVID19

- Provide COOP training by COOP taskforce
- Track all expenditures
  - Using RAPIDS (timekeepers and other select staff to perform data entry)
- Conduct COOP seminars in each council district
- Conduct internal and external after action report



# COVID19 Plan Specifics

How we intend to manage the  
incident

# Our Plan

## Executive Highlights

### Realities/ Feasibilities for real world conditions

- Any actions we take will blunt the impact of this epidemic, not stop it.
- Reduce/discontinue face-to-face meetings (social distancing).
- Expect VDH and or IMT to make recommendations for cancelling business travel, closing schools, cancelling mass events, modifications to business operations.
- We have prepared materials to help capture cost associated with this event.
- We have supply chain / manufacturing shortages affecting our preparations.



# Collaboration Plan

Coordination with Local, State and Federal Government

## Delegated Authority to CV Incident Management Team (IMT)

- Central VA IMT – What is it, how does it work?
  - Work to ensure all city agency leaders and political leaders understand the responsibilities and lines of authority which have been established.
  - Unified Command has:
    - Established the Objectives
    - Established Command and General Staff Positions
    - This includes Transportation, Schools (K-12 & Universities/Colleges), Justice Centers
- City and IMT will continue to coordinate and collaborate with VDH, CDC and the Central VA Healthcare Coalition

# Initial Awareness Communication Strategy

Communication addressing what it is, and how they protect themselves

## Internal

- Prepared & Published a Safety Bulletin on COVID19
  - Developing additional education materials in form of video for ease of use with a continued emphasis on what it is, how I am protected
- Focused Enhanced Facility Disinfection
  - Public Works – Electrostatic Cleaning
  - Hand Sanitizers
  - Disinfectants for employee work stations

## External

- Posters to all entrance/exit of city facilities
- Ensured widespread availability of hand sanitizer
- Working with Central VA IMT to collaborate with schools (K-12 and Colleges/Universities), long term care facilities, faith based groups, businesses

# Employee Specific Communications

## Specific Communication Strategies

### OEM and Fire Lead Role

- Prepare and distribute COVID19 Specific Public Safety Bulletins (updated at least weekly, more often if needed)
- Established a single point of contact for employees via Starnet
- Developing targeted short clip videos for employees addressing just in time training
- Addressing Leave / Benefit policies in line with public health recommendations and employment best practices
  - How will I be paid, What if I am sick and have no leave?

# Facility Disinfection Plan

General Workplace Hygiene

## Health and Safety Officer Lead Role

- OSHA General Duty Clause to provide a safe and healthy workplace
- Continued emphasis on Non Pharmaceutical interventions as primary defense
- Public Works using electrostatic cleaner to perform enhanced disinfection
- Conducted citywide inventory of available EPA recognized disinfectants to ensure product availability for employee use
  - Bridged any reported gaps in product availability
- Working with HR to ensure “sick stays home sick”
- Maintain personal protective equipment for high risk employee groups



# HR Related Practices/Policies

Pay/Benefit Questions which require policy changes

## HR Lead Role with input from Safety Officer

- CDC and VDH continue to emphasize liberal leave policies
  - Admin leave up to 10 days
  - Pending Federal Legislation requiring employers to provide paid sick leave
- Pay associated with sick leave, medical quarantines
  - Emerging literature is guiding our efforts
- Workers Compensation benefits
  - Prepared materials for distribution to supervisors/managers, City Safety Officers, Payroll and time keepers

# IT Specific

Remote work site operations

## OEM and DIT

- In the process of establishing count of 'Essential/Critical' personnel by department
  - VPN accounts are being expanded
  - City connectivity assets are being distributed
- DIT Director released specific guidance to department directors with a checklist of items commonly overlooked
- Directors have been tasked with ensuring complete and accurate telephone contact for all department personnel (home, cellular)

# Continuity of Operations Plan (COOP)

How we will conduct business in event of closure,  
modifications to business sites/hours

## OEM Lead

- All essential agencies have a COOP plan and are actively reviewing with OEM to ensure the following are identified:
  - An alternate facility
  - Critical (essential) department functions
  - Delegations of authority and orders of succession
- Beginning January 2019 workshops have been conducted that include exercising a department COOP
  - 76% of all agencies have attended this training
  - Training is ongoing



# COVID19 Action Items

Continued Efforts



# Ongoing Action Items

Rapid and Dynamic developing situation

## OEM and Fire Lead

- Continued employee education
- Provide messaging to Mayor for dissemination (SitRep, CAN)
- Message saturation strategy (SitRep, CAN)
- Partial activation of the Richmond City Emergency Operations center (EOC)
  - RFD, RFD, DEC, DIT, RSO, Health, RAA, Finance, HR, JIC
- Daily FAQ's posted on City's website: [www.richmondgov.com/covid19](http://www.richmondgov.com/covid19)

# Ongoing Action Items Cont'd

Rapid and Dynamic developing situation

## OEM and Fire Lead

- SharePoint link established for leadership questions to provide direct feedback
- Procurement of supplies/resources
- COOP Taskforce
- Confirmed cases provided by VDH
- Ongoing operations in concert with CDC guidelines and recommendations



# Thank You.

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