

MHA NATION COVID-19 TASK FORCE Emergency Response Plan

March 2020

Purpose:

This document provides guidance for implementing an Emergency Response Plan specifically as it pertains to the current threat of the Covid-19 Coronavirus Pandemic facing the MHA Nation. The plan is a guide for procedures that will need to be implemented to protect the lives and well-being of the members of the MHA Nation.

Method:

The Incident Command System (ICS) is a standardized approach to incident management that is used for all kinds of incidents, and by all types of organizations and levels of government to coordinate response efforts in an emergency situation. It is a well proven method, and as such has been the adopted method of response used by the MHA Nation Covid-19 Task Force.

As it pertains to this specific incident, the Task Force will use a Unified Command approach.

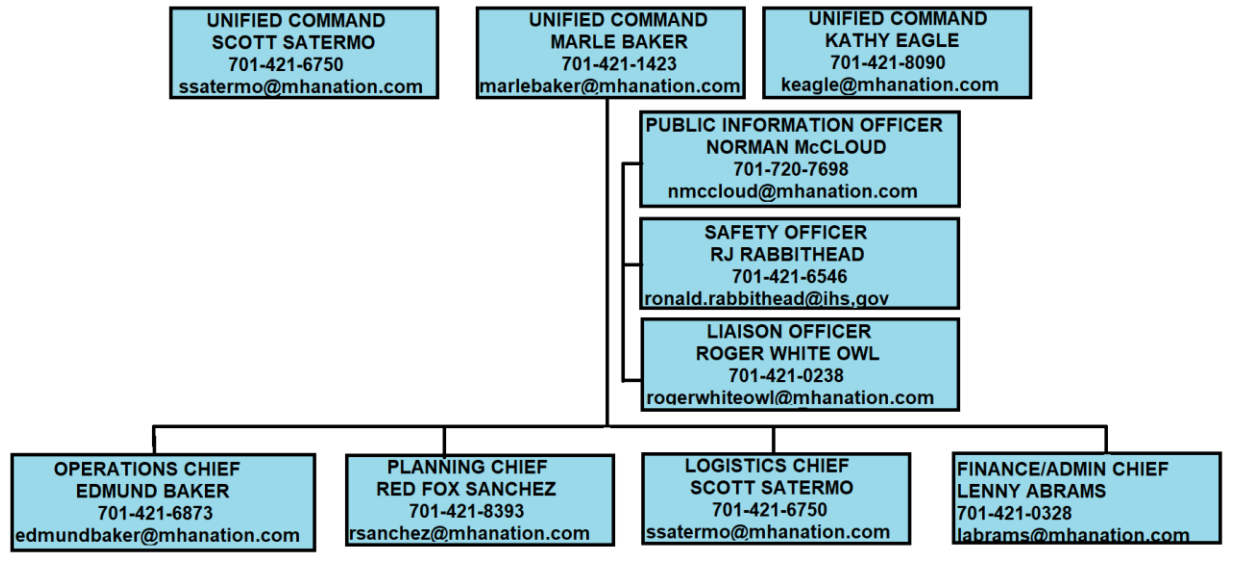
Members of the Task Force should be familiar with the ICS system and guidance is available at

<https://training.fema.gov/is/courseoverview.aspx?code=IS-100.c>

Deputy IC/Alternate Representatives:

Due to the nature of this pandemic incident, there is a strong possibility that command personnel, section chief personnel, or those in leadership positions could become incapacitated. To combat this situation Deputy Incident Commanders and alternates for each position have been designated.

COMMAND SYSTEM ORGANIZATIONAL STRUCTURE



Agency/Organization Representatives:

EMHC Med CMO	Anita Martin MD	701-421-4984	anita.martin@ihs.gov
TAT Law Enforcement	Grace HerManyHorses	701-421-6232	ghermanyhorses@mhanation.com
Mental Health	Nellie Boyd	605-877-1361	nboyd@mhanation.com
Safety Medical Operations Supply	RJ Rabbit head	701-421-6546	ronald.rabbithead@ihs.gov
Human Resources	Melissa Brady	701-421-6879	mbrady@mhanation.com
Information Technology	Don Gauldin	760-622-2689	don.gauldin@ihs.gov
Supply	James Baker	701-421-7414	jameshbaker@mhanation.com
Tribal Emergency Manager	Cliff Whitman Sr.	701-421-0398	cwhitman@mhanation.com

Segment Liaisons:

Four Bears	RJ YoungBird Jr.	760-468-7431	rjyoungbird@mhanation.com
White Shield	BJ Brady	701-421-6097	bjbrady@mhanation.com
North Segment	Nathaniel Mayer	701-421-8219	nmayer@mhanation.com
Mandaree	Mary Fredericks	701-421-1423	mfredericks@mhanation.com
Parshall	Bandy Poitra	701-421-8165	bpoitra@mhanation.com
Twin Buttes	Robert Hunter	701-421-0562	rhunter@mhanation.com

Deputy IC/Alternate Representatives:

Deputy IC (Marle Baker)	Tom Nash	701-421-6474	tnash@mhanation.com
Deputy IC (Scott Satermo)	Tyson Alkire	701-421-0524	talkire@mhanation.com
Deputy IC (Kathy Eagle)	Twila Jerome	701-278-1673	twila.jerome@ihs.gov
Deputy PIO (Norm McCloud)	Cheryl Abe	701-509-1403	cherylabem@mhanation.com
Deputy Operations	Jesse Baker	701-421-0071	bakerranchtrucking@gmail.com
Deputy Liaison (Roger WhiteOwl)	Alan Demaray	701-421-6640	ademaray@mhanation.com

Mitigating the needed hospital care (Flattening the Curve):

Presently there is not enough hospital beds, ventilators, and various other items such as personal protective equipment (PPE) to care for the statistical number of sick expected from the data shown globally. Because of this situation, all government agencies are attempting to slow the spread of the virus using informative messages to the public on personal hygiene, washing hands, social distancing, avoiding touching eyes, nose and mouth, as well as closing of schools, and other public places. The MHA Task Force will use all forms of media to disseminate public information on ways to slow the spread of the virus and hopefully flatten the curve of positive cases. This is in order that the present health system can manage the large number of sick.

Response Readiness Levels:

The Task Force has identified 4 four levels of readiness and response based on the number of confirmed positive cases of Covid-19. The task force bases these levels on confirmed cases, while understanding that due to limited testing there is more than likely a large number of infected individuals already in the community. Present testing on the reservation is done through swabs at Elbowoods clinic. There are not presently enough tests to test all members within the reservation boundaries.

Level 1: Single Confirmed Case

- Initiate alert system using Honeywell system and well as school alert systems
- Add data to the community dash board on website showing location
- Continue to monitor the individual, isolate that individual in home if not needing hospital care
- Follow medical recommendations
- Ensure all other individuals that have been exposed to the infected individual are also isolated.
- Notify other agencies within the area (i.e., city, county, state officials)
- Provide support as needed including food, medicine, household goods, etc. ALL personnel must use preventative measures and be trained prior to providing supplies. (i.e., fitted mask, gloves, gown)

Level 2: Multiple Cases less than 5 in 3 or less segments

- All tasks in level 1
- Prepare alternate care facility #1

Level 3: Multiple Cases more than 5 homes in a cluster

- All tasks in above levels
- Utilize law enforcement and other available programs to block off the area from unauthorized persons.
- Command designates a plan to provide supplies to quarantined area.

Level 4: Multiple Cases, Multiple Locations more than 5 in multiple or all segments, hospital surge

- All tasks above
- Ensure alternate health facilities are available and stocked

Operations:

The Operations Chief will coordinate movement of goods and services to those locations needing assistance. This includes both material supply and medical supplies.

Call Center

The Task Force will maintain a call center. Hours will be general working hours during level zero to 1. At level 2 the Call Center will be staffed 24 hours a day. There will be 2 numbers available. Staff answering calls will be trained in the methods of this plan and in where to direct the caller for information and or services. The staff at the Call Center will forward the request to the appropriate area of operations to include, medical, material supply, mental health or general information. All calls for assistance will go through the Call Center. The Call Center number will be available to the public by use of media online, newspaper, posters.

Medical Supply

Medical supplies include N-95 masks, gowns, gloves, ventilators, etc. These items will need to be available, inventoried and ordered for a level 4 situation. The inventory will be kept using Air Table software and the inventory will be added to the Task Force community dash board for the Operations Chief management of inventory.

Material Supply

Materials to include cleaning supplies, food, groceries, and all items to help assist families in quarantined situations will be stored at the supply center and inventoried. These materials are to be rationed accordingly to last a long duration as the incident could continue for months. An ample supply of cots, bedding and all others supplies to stock the alternate hospital sites should be kept on site. These beds cots and materials should be put in place at a Readiness Response Level 3 prior to needing them.

Tracking

Tracking of materials will be done using AirTable or other inventory software. The Supply Chief will keep an accurate inventory both for preparation, planning, fiscal responsibility and for documentation for future reimbursement from FEMA or other agencies. Supply Chief will send daily updates or as changes occur to the Logistics staff to add the inventory in to the community update mapping system. This allows current inventory data to be available at Distribution Points for the Operations Chief.

PPE for Staff

Proper training MUST be in place for all personnel that will be in contact with infected households or out in the general public during this pandemic. All N-95 masks must be fitted by certified personnel. The Task Force through the Medical and Health Units will have trained fitters on staff to assist in ensuring proper fitting of masks and other items. Priority of masks and PPE Items will be to Medical personnel, those in direct contact with the infected and then those handling supplies to the infected.

Logistics:

Location of Task Force Locations

The present location of the Incident Command Post (ICP) is the MHA Nation Energy conference room. Secondary locations will be identified should this location need to be changed due to lack of logistical feasibility, power, internet access, etc.

Supply Location for materials will start with a central location at the North Segment Maintenance Building in New Town.

Secondary locations for both supply and multiple Incident Command Post locations in the case of Readiness Response Level 4 will be designated in each segment.

All locations whether Supply or Command must have secondary power in the form of a generator or other source of power.

Vehicles and Equipment

A running inventory of all vehicles and equipment available within the tribal programs will be available from the Logistics Chief. All segment representatives will also provide a list for use.

The Unified Command has the authority to acquire any vehicles and or equipment for use during the emergency as needed. Operations and supply will notify the Logistics Chief with as much advance notice as possible to allow for acquisition of these vehicles and equipment as needed.

FUEL

Fuel will be obtained from the tribal Eagle Nest convenience store as much as possible. All receipts will be promptly brought to the box at the ICP.

In the event that fuel becomes scarce, bulk fuel will be stored at a designated location using fuel tankers from local Native businesses.

Planning:

Planning will ensure daily information dissemination through use of an Incident Action Plan (IAP). Every effort must be made by Command Staff to meet the goals and requirements of tasks listed within the IAP. Future concerns, meeting notes, documents will be documented.

Finance:

The Finance Officer will ensure proper control over any and all monetary needs of the Task Force as it pertains to this incident. Proper documentation both for the MHA Nation and also for use for reimbursement from federal agencies is vital.

Receipts, personnel time, and any other costs will be tracked. Time sheets must be collected every Friday. All receipts will be scanned, and added to a database and a running total available. Partial payment reimbursement from federal agencies will be attempted at least monthly so as to lessen the costs and burdens on the MHA Nation.

Human Resources:

THE Human Resources Chief will work closely with the Finance Chief to ensure proper time cards, employee staff questions and wage issues.

Communications:

The IT chief responsibility will be setting up a website for information dissemination, providing assistance to the Task Force in areas of Information Technology to include use of Zoom software and other distance meeting capabilities.

Media:

Media relations and all public information will go through the Public Information Officer (PIO). The PIO will work directly with communications staff to add information to the website, distribute information from meetings, public service announcements, answering any and all general question concerning the Task Force duties and responsibilities.

LIAISON OFFICER

The Liaison officer will be the direct link to Tribal Business Council and also will be the liaison between other government agencies to include, county, state, and federal agencies. Open dialogue and conduct weekly meetings with other agencies to ensure cooperation during the emergency. The Liaison officer will share information between the Task Force and these groups.

Segment Liaisons:

The Segment Liaisons will be the direct point of contact to the Segment Offices and will share information to include segment needs, existing segment supplies. Segment Liaisons will give locations for future supply and command centers in the segment should the event reach Readiness Response Level 4.

Law Enforcement:

Law Enforcement will be needed at various levels of the emergency. Law Enforcement will work directly with Unified command and assist in any needs of the task force.

Mental Health:

The Task Force recognizes the need for mental health during the crisis. As such, the task force has designated a Mental Health Chief. This Chief will ensure availability of phone counseling and or other mental health needs. The Mental Health Chief will advise the task force in this area. The Mental Health Chief will also work to ensure some amount of addiction counseling is still available during the crisis.