

**Mayor**

*Clay Koplin*

**Council Members**

*Tom Bailer*

*Cathy Sherman*

*Jeff Guard*

*Melina Meyer*

*Anne Schaefer*

*David Allison*

*David Glasen*

**City Manager**

*Helen Howarth*

**City Clerk**

*Susan Bourgeois*

**Deputy Clerk**

*Tina Hammer*

**Student Council**

*William Deaton*

**City Council Work Session  
April 17, 2020 @ 12:00 pm  
Cordova Center Community Rooms and  
via YouTube and Teleconference  
Agenda**

**A. Call to order**

**B. Roll call**

Mayor Clay Koplin, Council members Tom Bailer, Cathy Sherman, Jeff Guard, Melina Meyer, Anne Schaefer, David Allison and David Glasen

**C. Work Session topics**

- 1. City Council Training with..... (page 1)  
Incident Management Team

**D. Adjournment**

**If you have a disability that makes it difficult to attend city-sponsored functions, you may contact 424-6200 for assistance.**

Full City Council agendas and packets available online at [www.cityofcordova.net](http://www.cityofcordova.net)

# Objectives to Ensure the Health and Safety of the Community and promote Economic Stability

- Maintain situational awareness, at both the National/State and Local level; All Command Staff for the remainder for the Pandemic and update weekly.
- Follow Federal and State recommendations to decrease outbreak. Safety Officer, Planning Section Chief and Operation Section Chief for the remainder of the Pandemic
- Support all stakeholders through constant sharing of information to help protect the public; Liaison Officer for the remainder of the Pandemic and update weekly.
- Facilitate the sharing of information from the Federal and State level to the local level; PIO for the remainder of the Pandemic, Daily.
- Understand and be responsive to Local needs and requests; All Command Staff for the remainder of the Pandemic, updated Daily and Weekly
- Convey the critical role of local health departments during transition period to community outbreaks. Safety Officer, Liaison Officer, Operation Section Chief.
- Limit public gatherings while maintaining public services. All Command Staff, for this first Operational Period.
- Determine specific isolation places, techniques and challenges for the local and transit population, Planning Section Chief, Operation Section Chief. During first operational Period.
- Outreach to Cordova Ports of Entry to include the Harbor, AMHS, and Cordova Airports. Pre-plan policies and procedures to include Awareness, possible delays or closures. Planning, PIO.
- Pre-plan for the next Operational Period to determine the needs of the community.
  
- **Public Safety:**
- Identify two full-time individuals as Safety Officers, to oversee Public Safety Objectives
- Identify back-up personnel for each activated IMT position and have them participating in all aspects of the response.
- Develop Cordova Health Mandates which are, at least, as stringent as state and federal regulations
- Provide for weekly review of Cordova Health Mandates, to determine whether they need to be updated or changed as a result of new information
- Establish a comprehensive plan for medically screening and educating every person that enters Cordova
- Establish a plan for a quarantine facility.
- Establish a plan for an isolation facility.
- Establish a plan for information flow between medical staff, cannery medical staff, and the IMT.
- Establish a plan for protecting the elder and high-risk population in Cordova.
- Establish a plan for protecting the first responders and medical personnel in Cordova.
- Establish a plan for managing the ports of entry to Cordova.

- **Communications:**

- develop a plan to see that all pertinent incident communications, plans, and changes are communicated through messaging/logs on Knowledge Center

- Develop a plan to facilitate more frequent, and easier, communications between the Incident Management team members
- Deliver a daily briefing to Cordova citizens, including all updated health mandates, with the local perspective of the Corona virus response
- Provide the Cordova daily briefing information in English, Spanish, and Tagalog.
- Reach out to the canneries for interpreters to translate daily briefings in any other language that is needed.
- Effectively monitor and respond on the Cordova Prepared website, within 6 hours, to inaccurate rumors involving local Coronavirus issues.

- **Security and Enforcement**

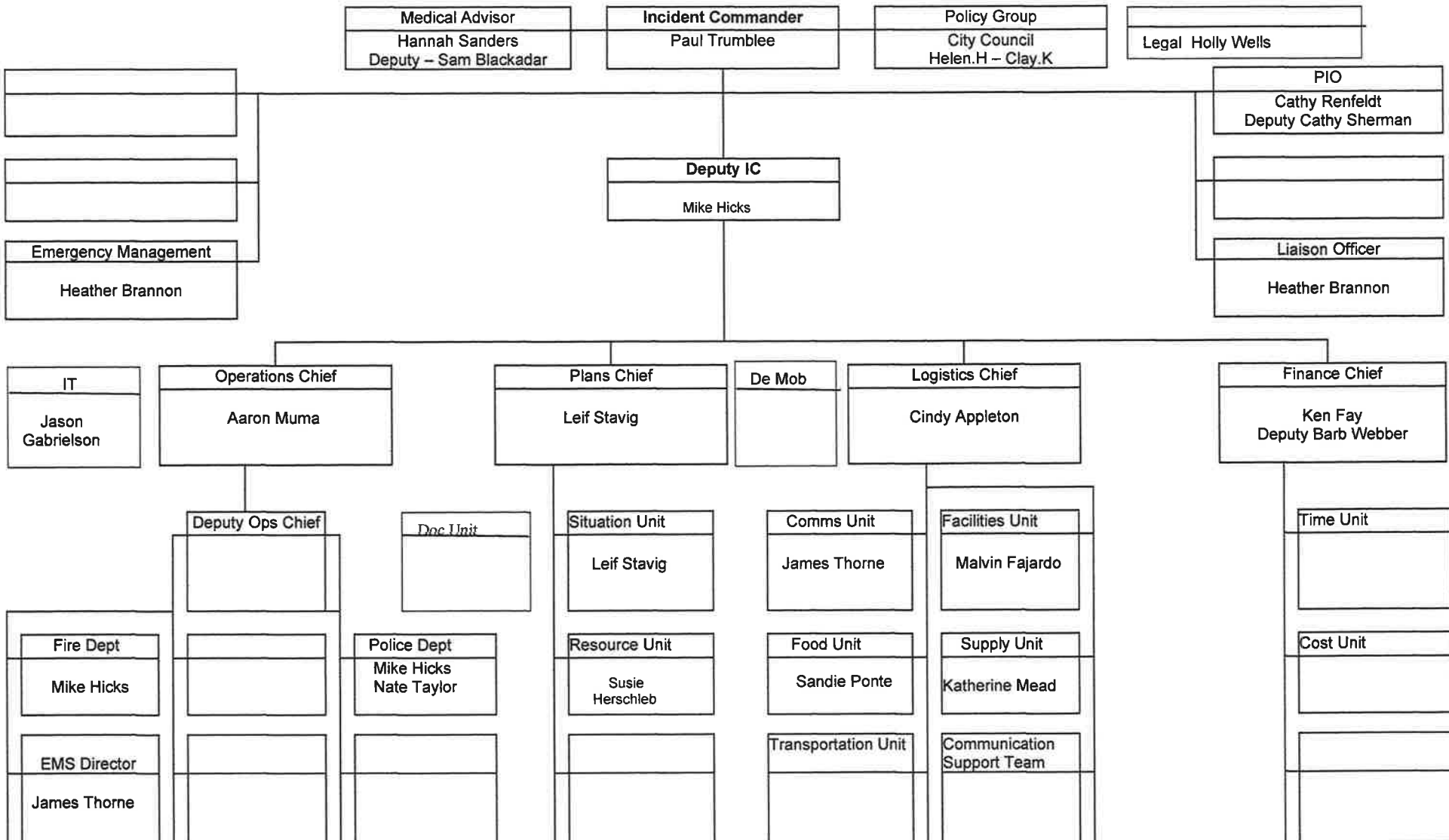
- Establish a plan for enforcement of the local health mandates
- Establish a plan for security of the ports of entry (airport, harbor, and ferry terminal) ...as well as the hospital, the temporary morgue, and any associated isolation/quarantine facilities.

- **Misc.**

- Develop a plan (**staggered usage?**) to avoid local congestion on the internet, at the Post Office, and in the grocery stores.
- Develop a temporary morgue plan.

# ICS 207 Organization Chart

Incident Name: Covid-19	Date Prepared: / 4/7/2020	Time Prepared:	Operational Period Date:	Operational Period Time:
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Prepared By: Heather Brannon	Company Name:	ICS Position: Emergency Manager	Approved By: Paul Trumblee/	Company Name:
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