



## KENTON COUNTY EMERGENCY SUPPORT FUNCTION

# KENTON COUNTY, KENTUCKY EMERGENCY OPERATIONS PLAN *PUBLIC HEALTH AND MEDICAL SERVICES* **ESF-8**

Coordinates and organizes public health and medical services resources in preparing for, responding to and recovering from emergency/disaster incidents which impact the citizens of Kenton County.

### **PUBLIC HEALTH AND MEDICAL SERVICES ESF-8**

#### **ESF Coordinator:**

Director Kenton County Health Department; Dr. Hein Li, Dr. David Sueholtz

#### **Primary Agency:**

Northern Kentucky Independent District Board of Health, Saint Elizabeth Medical Center, Covington and Edgewood locations.

#### **Support Agencies:**

Kenton County Fiscal Court  
Kenton County Judge Executive and Commissioners  
Kenton County Emergency Management Agency  
Kenton County Coroner's Office  
Bromley Fire Department  
Covington Fire Department  
Crescent Springs/Villa Hills Fire Department  
Edgewood Fire Department  
Elsmere Fire Department  
Erlanger Fire Department  
Fort Mitchell Fire Department  
Fort Wright Fire Department  
Independence Fire Department  
Kenton Fire Department  
Ludlow Fire Department  
Park Hills Fire Department  
Ryland Heights Fire Department  
Taylor Mill Fire Department  
Kenton County Fire Chiefs Association.



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### **City of Covington:**

Mayor of Covington and Covington City Council members  
Covington Police Department  
Covington Code Enforcement  
City of Covington School Board  
Lakeside Park Police Department  
Edgewood Police Department  
Elsmere Police Department  
Erlanger Police Department  
Fort Wright Police Department  
Independence Police Department  
Kenton County Police Department  
Kenton County Sheriff's Department  
Ludlow Police Department  
Park Hills Police Department  
Taylor Mill Police Department  
Villa Hills Police Department  
Erlanger Dispatch Center  
Kenton County Dispatch Center  
Kenton County Jailer.

**Other Local Agencies** Kenton County School Board  
Kenton County School Resource Officer  
American Red Cross  
Cincinnati Bell  
Rosedale Manor Nursing Home  
Transit Authority of Northern Kentucky.

### **Regional Support/Resources**

Boone County Dispatch  
Campbell County Dispatch

### **State Agencies**

Kentucky Division of Emergency Management Kentucky  
Community Crisis Response Board (KCCRB)  
Kentucky Public Health Department  
Kentucky Department for Community Based Services

### **Federal**

FBI



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*(Not all agencies are listed under these sections, as it would vary and be difficult to include all agencies that could be affected by the impact of a disaster. This ESF will expand/collapse as needed during an incident.)*

### Introduction

The Public Health and Medical Services Emergency Support Function (ESF-8):

- identifies and organizes the resources (human, technical, equipment, facility, materials and/or supplies) available to Kenton County, the City of Covington, the City of Bromley, the City of Crescent Springs/Villa Hills, the City of Lakeside Park, the City of Edgewood, the City of Elsmere, the City of Erlanger, the City of Fort Mitchell, the City of Fort Wright, the City of Independence, the City of Ludlow, the City of Park Hills, the Fire District, the City of Ryland Heights and the City of Taylor Mill to address and support public health and medical services needs in the event of either a natural or man-made disaster or emergency situation;
- identifies the responsibilities of organizations charged with providing public health and medical services in the case of a disaster or emergency situation;
- is established to assure the provision of public health and medical services

### Introduction con't:

- support to Kenton County, the City of Covington, the City of Bromley, the City of Crescent Springs/Villa Hills, the City of Lakeside Park, the City of Edgewood, the City of Elsmere, the City of Erlanger, the City of Fort Mitchell, the City of Fort Wright, the City of Independence, the City of Ludlow, the City of Park Hills, the Fire District, the City of Ryland Heights and the City of Taylor Mill and private-sector response before, during and after an incident/event;
- provides personnel and resources to support prevention, preparedness, protection, response, recovery and mitigation in support of the primary emergency management objectives of public health and medical services in emergency and disaster situations.

The purpose of Emergency Support Function 8 for Kenton County is to:

- identify health and medical needs of the county before, during, and after a disaster;



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- coordinate the health and medical resources needed in the county to effectively respond to public health and medical care needs following a significant natural disaster or manmade event;
- develop policy guidelines for sheltering people with special needs in Kenton County;
- develop strategies to ensure adequate staffing for a special needs shelter and the registration of people with special needs.

ESF-8/Public Health and Medical Services can provide personnel and resources to support preparation, mitigation, response and recovery in support of the primary emergency management objectives. ESF-8 resources are used when individual agencies in Kenton County are overwhelmed and additional health and medical assistance is requested.

ESF-8/Public Health and Medical Services will coordinate-

- (1) health care and mortuary activities;
- (2) emergency care and treatment of casualties resulting from any type of incident;
- (3) emergency public health services;
- (4) preventative and remedial measures to offset biological;
- (5) chemical and radiological incidents or warfare; disposal of the dead;
- (6) maintenance of sanitation services;
- (7) mental health services, and
- (8) the prevention and mitigation of the spread of infectious disease.

### **Mission**

The mission of the Public Health and Medical Services Emergency Support Function is to coordinate and organize public health and medical services resources in preparing for, responding to and recovering from emergency/disaster incidents which impact the citizens of Kenton County.

### **Scope**

The scope of this ESF includes:

- assessing public health and medical services system damage and determining the required resources to restore such public health and medical services systems;
- coordinating with ESF-8/Public Health and Medical Services support agencies for assistance in helping public health and medical services suppliers obtain information, equipment, specialized labor, fuel and transportation to repair or restore energy systems;



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- coordinating information with local, state, and federal officials and suppliers about available public health and medical services supply recovery assistance;
- providing technical assistance concerning public health and medical services systems.

ESF-8/Public Health and Medical Services is a functional annex to the Kenton County Kentucky Emergency Operations Plan and, to the extent possible, information contained in other sections of the EOP will not be repeated in this ESF annex. Many of the agencies involved in ESF-8/Public Health and Medical Services activities have existing emergency plans and procedures which this ESF Annex is designed to complement and support.

This Emergency Support Function applies to all agencies with assigned ESF-8/Public Health and Medical Services emergency responsibilities as described in the Kenton County Kentucky Emergency Operations Plan.

### **Situations and Assumptions**

A well-planned health, behavioral health, medical, and mortuary support network is essential at anytime, but becomes vital during emergency situations. Situations and assumptions include-

- a large-scale incident may significantly increase demand for public health, behavioral health, medical, and mortuary requirements in Kenton County, the City of Covington, the City of Bromley, the City of Crescent Springs/Villa Hills, the City of Lakeside Park, the City of Edgewood, the City of Elsmere, the City of Erlanger, the City of Fort Mitchell, the City of Fort Wright,

### **Situations and Assumptions con't:**

- the City of Independence, the City of Ludlow, the City of Park Hills, the Fire District, the City of Ryland Heights and the City of Taylor Mill ;
- depending on the nature of the incident, complications may include general health and mental problems, traumatic injury, communicable disease, food poisoning, and contaminated water ailments;
- residents or patients at health care facilities might be evacuated due to damage or the threat of damage from an incident;
- a disaster incident can give rise to secondary sources of infection and disease if proper precautionary steps are not taken in time;
- the number of beds in the Commonwealth for burned or radiologically-contaminated casualties is not sufficient under normal conditions, and therefore will not suffice if there is a major disaster;



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- the number of casualties and fatalities resulting from a major epidemic or incident might overwhelm medical and mortuary services. The facilities for caring for the dead and injured might also sustain physical damage. Emergency responders, medical and mortuary personnel might be among the casualties;
- many injuries, both minor and relatively severe, will be self-treated by the public;
- disruption of the County's communication systems will severely impede the timely delivery of emergency medical response services;
- a well-planned health support network is essential during emergency situations;
- difficulties in identifying the deceased might necessitate the services of forensic specialists;
- casualties and fatalities contaminated by a chemical/biological/radiological/nuclear or explosive (CBRNE) incident might pose a health hazard to those trying to render medical aid or mortuary service to the victims;
- a major disaster may require activation of the National Disaster Medical System (NDMS) if state resources are overwhelmed;
- an emergency situation involving large areas of Kenton County may both adversely affect local resource response capabilities, and damage the existing medical infrastructure;
- under certain circumstances, it may be necessary to relocate hospital facilities and patients, including the seriously ill;
- when local resources can no longer meet the demand of the situation, regional, state, and federal resources may be requested. Additional resource requirements will be requested through the Kenton County Emergency Operations Center, which will request assistance through the State Emergency Operations Center.

### Concept of Operations

The Kenton County Emergency Operations Center (EOC) serves as the central location for interagency coordination and executive decision-making, including all activities associated with ESF-8/Public Health and Medical Services during a disaster/emergency event. The ESF-8/ Public Health and Medical Services Primary Agencies work with the EOC management team to ensure necessary public health and medical services tasks are accomplished. The Support and Partnering Agencies provide resources and personnel to assist in accomplishing ESF public health and medical services activities as required by the size and demands of the event. As calls are received requesting services and resources during an emergency/disaster situation, they are routed to the ESF-8/Public Health and Medical Services desk to determine appropriate action.

### General



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ESF-8/Public Health and Medical Services is organized consistent with the requirements of the National Response Plan, the National Incident Management System and uses the Incident Command System (composed of Planning, Operations, Logistics and Finance/Administration Sections with their standardized Units, Teams, positions, forms and terminology) to manage its emergency/disaster responsibilities. This structure and system supports incident assessment, planning, procurement, deployment and coordination of public health and medical services support operations for Kenton County, the City of Covington, the City of Bromley, the City of Crescent Springs/Villa Hills, the City of Edgewood, the City of Elsmere, the City of Erlanger, the City of Fort Mitchell, the City of Fort Wright, the City of Independence, the City of Lakeside Park, the City of Ludlow, the City of Park Hills Command System structure, the Planning, Logistics, Finance/Administration and Operations Section Coordinators and staff at the Emergency Operations Center (EOC) assist the EOC Manager in achieving the overall mission. Sections, Units, Teams, staffing levels, etc. are modular and scalable, depending on the type, size, scope and complexity of the emergency or disaster event.

Procedures, protocols and plans for public health and medical services disaster response activities provide guidelines for operations at the Kenton County Emergency Operations Center and in the field.

- the Emergency Operations Plan and corresponding Appendices, Incident Annexes, Support Annexes and Standard Operating Guidelines that describe ESF-8–Public Health and Medical Services capabilities are based on National Planning Scenarios, Universal Task List and Target Capabilities and are the basis of these guidelines;

### **General con't:**

- periodic training and exercises are conducted to enhance effectiveness;
- public health and medical services planning is continuous, beginning well before impact of approaching natural disasters and immediately upon those not forecasted.

A large event requiring regional, state and/or interstate mutual aid assistance will require ESF-8/Public Health and Medical Services implementation. ESF-8/Public Health and Medical Services will coordinate with support agency counterparts to seek and procure, plan, coordinate and direct the use of any required public health and medical services assets.



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When an event requires a specific type or response mode, public health and medical services technical and subject matter expertise may be provided by an appropriate person(s) from a supporting agency with skills relevant to the type of event. The individual will advise and/or direct operations within the context of the Incident Command System structure.

As illustrated in Figure 8-1: *ESF-8/Public Health and Medical Services Concept of Operation*, ESF-8 will give priority to five fundamental, interrelated functions:

- use technology and human intelligence to collect, analyze and disseminate information on direct and indirect disaster impacts,
- assess the capabilities of local government, the business community and volunteer agencies to effectively respond to the disaster;
- assess and prioritize the immediate needs of impacted communities, neighborhoods and areas of the county;
- incorporate the analyses into Incident Action Plans that establish operational objectives and identify resource requirements to accomplish these objectives;
- utilize an Incident Action Matrix to establish priorities, assign tasks to agencies and track progress in meeting objectives.

### **ESF-8/PUBLIC HEALTH AND MEDICAL SERVICES CONCEPT OF OPERATIONS**

1. ASSESS IMPACTS
2. ASSESS LOCAL RESPONSE CAPABILITIES
3. PRIORITIZE NEEDS OF IMPACTED AREAS
5. PREPARE AND IMPLEMENT INCIDENT ACTION MATRIX
4. PREPARE AND IMPLEMENT INCIDENT ACTION PLANS (IAP)

Figure 8-1: ESF-8/Public Health and Medical Services Concept of Operations

Each public health and medical services organization which enters into a mutual aid agreement will furnish a copy of the agreement to the Kenton County Emergency Management Agency.

The Kenton County Emergency Management Agency will maintain up-to-date information of public health and medical services in Kenton County including:

- names of responsible officials (reviewed/updated quarterly),
- ESF-8/Public Health and Medical Services staffing directory (reviewed/updated quarterly),





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- ESF-8/Public Health and Medical Services notification lists (reviewed/updated quarterly),
- major public health and medical services equipment identified in Resource Typing and readiness status (reviewed/updated annually).

The ESF-8/Public Health and Medical Services Emergency Operations Plan plus accompanying Appendices, Annexes and Standard Operating guidelines are maintained by the Kenton County Emergency Management Agency and are reviewed and updated by the public health and medical services planning committee with the Kenton County Emergency Management Agency at least annually. Support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents must be compliant with the National Response Plan, National Incident Management System, Incident Command System and the Emergency Operations Plan (EOP).

Public health and medical services organizations are responsible for training and continuing education of their personnel.

### ***ESF-8/PUBLIC HEALTH AND MEDICAL SERVICES CONCEPT OF OPERATIONS con't:***

The Kenton County Emergency Operations Center uses WebEOC (crisis management software) to supplement disaster management planning and actions. Specifically, all of the applicable Emergency Support Functions, agency based emergency operations centers, and other facilities or functions as appropriate are able to communicate their needs and status through WebEOC. This allows all of the information to be integrated for the specific event and to assess what actions, resources and needs exist.

### **Notifications**

Kenton County E911 Dispatch is the county's 24 hour Warning Point.

When the county or an area of the county has been threatened or impacted by an emergency or disaster event, Kenton County E911 Dispatch will notify the Kenton County Emergency Management Agency Director who in turn will notify the State Emergency Operations Center Duty Officer. The state Emergency Operations Center notifies applicable state agencies including the Regional Response Manager of KyEM Region 6.

ESF-8/Public Health and Medical Services will be activated or placed on standby upon notification by the Kenton County Emergency Management Agency. Upon instructions



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to activate this Emergency Support Function, the ESF-8 Coordinator and Support Agencies will implement their procedures to notify and mobilize all personnel, facilities and physical resources potentially needed, based on the emergency circumstance.

### **Direction and Control**

Northern Kentucky Independent District Board of Health, and Saint Elizabeth Medical Center, Covington and Edgewood locations are the lead agencies for ESF-8 and will manage the emergency activities of ESF-8/Public Health and Medical Services. ESF-8/Public Health and Medical Services operate from the Kenton County Emergency Operations Center (EOC) on a 24 hour/7 days a week schedule to help maintain the flow of public health and services.

The Kenton County Emergency Management Agency functions as the official disaster organization for preparedness, mitigation, response and recovery within Kenton County and serves as the focal point for ESF-8 activities. It is responsible for ensuring that all appropriate program departments, support agencies, other Emergency Support Functions and private voluntary agencies have knowledge about the system and ESF-8 expectations.

The ESF-8 system operates at two levels – the Emergency Operations Center and field operations.

All management decisions regarding county and/or regional resource allocation are made at the Emergency Operations Center by the ESF-8 Coordinator during emergency activations. In accordance with a mission assignment from ESF-8 and further mission tasking by a local primary agency, each support organization assisting in an ESF-8 assignment will retain administrative control over its own resources and personnel but will be under the operational control of ESF-8. Delegation of mission operational control may be delegated to a management Support Unit, Multi-Agency Coordination Team or a local entity.

### **FEDERAL ASSETS**

INTER-STATE MUTUAL AID AGREEMENTS  
INTRA-STATE MUTUAL AID AGREEMENTS  
MUTUAL AID AGREEMENTS

### ***Requests for Emergency Assistance Flow Upwards from the Lowest Level***

COVINGTON CITY RESOURCE  
BROMLEY CITY RESOURCE  
CRESCENT SPRINGS CITY RESOURCE  
LAKESIDE PARK CITY RESOURCE



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EDGEWOOD CITY RESOURCE  
ELSMERE CITY RESOURCE  
ERLANGER CITY RESOURCE  
FORT MITCHELL CITY RESOURCE  
FORT WRIGHT CITY RESOURCE  
INDEPENDENCE CITY RESOURCE  
KENTON COUNTY RESOURCE  
LUDLOW CITY RESOURCE  
PARK HILLS CITY RESOURCE  
RYLAND HEIGHTS CITY RESOURCE  
TAYLOR MILL CITY RESOURCE  
VILLA HILLS CITY RESOURCE

### **ESF-8 COORDINATOR**

KENTON COUNTY EMERGENCY OPERATIONS CENTER  
STATE EMERGENCY OPERATIONS CENTER

### **Figure 8-2: Progressive Requests for Emergency/Disaster Resources**

#### **Organization**

Response to an emergency/disaster event in Kenton County is progressive as demonstrated in Figure 8- 2: *Progressive Requests for Emergency/Disaster Resources*. The initial response to an emergency/disaster situation is met by the use of the public health and medical services resources available at the local level. Kenton County Fiscal Court, Kenton County, the City of Covington, the City of Bromley, the City of Crescent Springs/Villa Hills, the City of Edgewood, the City of Elsmere, the City of Erlanger, the City of Fort Mitchell, the City of Fort Wright, the City of Independence, the City of Lakeside Park, the City of Ludlow, the City of Park Hills, the City of Ryland Heights and the City of Taylor Mill activate available resources.

#### **Organization con't:**

When the public health and medical services needs for resources and/or services exceed the capability of what is available in the jurisdictions within Kenton County, established mutual aid agreements with surrounding counties to provide public health and medical services, such resources are utilized. When needed public health and medical services resources cannot be located through mutual aid agreements, the Kenton County Emergency Operations Center requests resources through the state Emergency Operations Center. The state Emergency Operations Center locates resources through intra- and inter-state mutual aid agreements and federal assets.

LIAISON



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PUBLIC INFORMATION  
KENTON COUNTY EOC MANAGER  
SAFETY  
FINANCE  
LOGISTICS  
OPERATIONS  
PLANNING  
HUMAN NEEDS BRANCH

### ***PUBLIC HEALTH AND MEDICAL SERVICES ESF-8***

### ***Figure 8-3: Incident Command System Structure: ESF-8/Public Health and Medical Services***

#### **County**

Kenton County Emergency Management will initiate ESF-8/Public Health and Medical Services notification and will request assistance from the primary and support agencies to help staff the ESF-8 position in the Kenton County Emergency Operations Center.

In the Incident Command Structure, ESF-8/Public Health and Medical Services is located in the Human Needs Branch of Logistics as shown in Figure 8-3: *Incident Command System Structure: ESF-8/Public Health and Medical Services*.

During an activation of the EOC, support agency staff is integrated with the public health and medical services staff to provide support that will allow for an appropriate, coordinated and timely response.

Throughout the response and recovery periods, ESF-8:

- collects, analyzes, and disseminates tactical information on the nature, scope and potential impacts of an incident or major disaster related to public health and medical services;

#### **County con't:**

- evaluates and analyzes information regarding public health and medical services requests;
- develops and updates assessments of current and anticipated future public health and medical services needs and resource requirements,
- implements contingency planning to meet anticipated public health and medical services demands or needs;
- incorporates this analysis into Incident Action Plans; and
- uses this intelligence to support the Logistics, Operations and other ESFs in their impact assessment and response missions.



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### **Region**

When local resources are overwhelmed or depleted, additional public health and medical services resources are obtained through established mutual aid agreements Kenton County has with counties in the region. The Human Services Branch Director, in consultation with the requesting jurisdiction, contacts the agencies with whom mutual agreements are in effect to determine if the requested resources are available.

Additionally, either the KyEM Region 6 Response Manager or the state Emergency Operations Center can be contacted to determine the appropriate state agency serving as the lead agency for public health and medical services coordination/support at the state level. That agency can designate a liaison to the Kenton County EOC to assist Emergency Support Function 8 and to the extent capable provide coordinators, assessors and operational personnel in support of the EOC or field activities.

On activation of an emergency operations center in more than one county, the lead agency for public health and medical services coordination/support at the state level may support the coordination of the event response with regional resources or request additional resources through the State Emergency Operations Center.

### **State**

During an emergency or disaster event, ESF-8/comparable primary and support agencies at the State Emergency Operations Center report and function under the overall direction of the Kentucky Division of Emergency Management Director.

During the response phase, ESF-8/comparable evaluates and analyzes information regarding public health and medical services requests. ESF-8/comparable also develops and updates assessments of the public health and medical services situation/status in the impact area and initiate contingency planning to meet anticipated demands and needs.

### **State con't:**

The Kentucky Division of Emergency Management develops and maintains the overall State Emergency Operations Plan and accompanying Appendices and Standard Operating Guidelines that govern response actions related to emergencies. Support agencies may develop and maintain their own similar documents for internal use, which must be compatible with and in support of the overall Emergency Operations Plan. All such documents will comply with the National Response Plan, the National Incident Management System and the Incident Command System.

### **Actions**



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Actions initiated by ESF-8 are grouped into the phases of emergency management: preparation, mitigation, response and recovery. Each phase requires significant cooperation and collaboration between all supporting agencies and the intended recipients of service. ESF-8 encompasses a full range of activities from training to the provision of field services.

ESF-8/Public Health and Medical Services coordinates and may assume direct operational control of the following functional areas:

### Health Department

- assessment of health/medical needs;
- preparation and maintenance of roster of health and medical personnel;
- activation and deployment of health/medical response teams;
- establishment of liaison with Kentucky Department of Public Health;
- preparation and maintenance of a list of facilities that could serve as temporary health facilities and the patient capacity of each;
- disease control/epidemiology and inoculation of the population during a disaster;
- coordination for obtaining, assembling and delivering health/medical care personnel, equipment and supplies;
- provision of medical for workers remaining in evacuated areas;
- food/drug safety;
- radiological/chemical/biological hazards;
- implementation and enforcement of Altered Standards of Care;
- public health information release(s);
- provisions for staffing and medical services during a disaster;
- vector control/monitoring;
- assistance to hospital community in implementation of discharge of patients Medical Command and Control;
- organization and operation of the Special Needs Shelter with rules for its operation
- available to each attendee and Kenton County EMA;

### Actions con't:

- provision of shelter supplies transported to the designated shelter
- inspection of each shelter before its opening by its environmental health specialist and shelter nurse;
- organization and coordination of mass prophylaxis.

### EMS

- patient evacuation assistance;



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- emergency medical care personnel, equipment and supplies;
- implementation and enforcement of Altered Standards of Care;
- emergency responder health and safety;
- establishment of plans for requesting additional support during a disaster or emergency;
- assistance in staffing and coordinating first aid stations.

### Hospitals

- coordination and notification, information update and evacuation assistance to medical facilities within the county both pre and post-impact;
- coordination of in-hospital care;
- updated census information and bed availability;
- coordination with the Human Needs Branch in the Kenton County EOC of inventory and facility needs;
- implementation and enforcement of Altered Standards of Care

### Coroner's Office

- provision of mortuary services during the disaster period;
- inventorying and planning for the personnel, supply and equipment requirements for the disaster period and the means of fulfilling those requirements;
- organization/utilization of mortuary personnel from other counties;
- plan for the selection and operation of emergency morgues during a disaster.

### Special Needs Population/Assisted Care Shelter

- Special Needs Shelters are a refuge for people with specific needs that cannot be met in other shelters but should not be considered a mini-hospital or nursing home. Only persons with Special Needs will be admitted and will be accompanied by a caregiver. Clients will be referred to an alternate site if their needs are too complex for the Special Needs Shelter or do not meet the minimum requirements. Responsibilities include:

### Special Needs Population/Assisted Care Shelter con't:

- assigning responsibilities and establishing procedures for governmental, volunteer agencies and individuals in preparing for and executing evacuation of the special needs population segment of Kenton County as required;
- coordinating registration, notification, transportation and sheltering of special needs population.

### Preparedness Actions

Actions and activities that develop health and medical response capabilities may include planning, training, orientation sessions, and exercises for ESF-8 personnel and other



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emergency support functions that will respond with ESF-8. Local agencies will jointly address planning issues on an on-going basis to identify response zones, potential staging areas, potential medical facilities and the maintenance and future development of specialized teams.

Initiatives also include:

- planning with ESF-8 support agencies and other emergency support functions to refine Health and Medical operations;
- conducting training and exercises for EOC and health and medical team members;
- preparing and maintaining emergency operating procedures, resource inventories, personnel rosters and resource mobilization information necessary for implementation of the responsibilities of the lead agency;
- ensuring lead agency personnel are trained in their responsibilities and duties;
- developing and implementing emergency response and health and medical strategies;
- developing and presenting training courses for ESF-8 personnel, provide information on critical facilities to the Kenton County EMA and develop protocols for frequently provided services;
- maintaining liaison with support agencies;
- conducting vulnerability analysis at critical facilities and make recommendations to improve the physical security;
- assessing the special needs of those persons who would need assistance during evacuations, sheltering and other event responses;
- developing plans, information and guidance for persons with special needs during evacuations, sheltering and other event responses.

### Response Actions

Response actions/initiatives include:

- coordinating operations in the Kenton County EOC, Northern Kentucky Independent District Board of Health Department Operations Center (DOC) and/or at other locations as required;
- establishing and maintaining a system to support on-scene direction and control and coordination with Kenton County EOC, ESF-8 and the State EOC;
- establishing Mutual Aid procedures for the following resources: Disaster Medical Assistance Teams (DMAT), Disaster Mortuary Operational Response Team





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(DMORT), Interoperable, Communications, Resource Management and Logistical Support;

- deploying Impact Assessment Teams to determine post-event health impact on critical infrastructure and essential functions;
- pre-positioning response resources when it is apparent that health and medical resources will be necessary.
- relocate health and medical resources when it is apparent that they are endangered by the likely impacts of the emergency situation;
- monitoring and directing health and medical resources and response activities;
- participating in EOC briefings, Incident Action Plans, Situation Reports and meetings;
- coordinating with support agencies, as needed, to support emergency activities;
- obtaining other resources through the Statewide Emergency Management Mutual Aid and Assistance Agreement;
- coordinating all resources into the affected areas from designated staging areas;
- coordinating with other jurisdictions' ESFs or like function to obtain resources and facilitation of an effective emergency response among all participating agencies;
- ensuring patient confidentiality protection, in accordance with the Health Insurance Portability and Accountability Act (HIPAA) by not releasing medical information on individual patients to the general public;
- obtaining non-specific information on casualties/patients and provide to the American Red Cross for inclusion in the Disaster Welfare Information System, to ESF 15/Public Information for informational releases and to ESF 5/Emergency Management for development of Situation Report(s) for dissemination to the State EOC.

### Recovery Actions

The activities of ESF-8 should assist systems in returning to normal pre-event status by:

- providing support as required until response activities are concluded or until they can be managed and staffed by the primary incident agency or jurisdiction;
- providing support as required to support the recovery phase;
- initiating financial reimbursement process for these activities as support is available.



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### **Mitigation Actions**

Mitigation actions/initiatives include:

- providing personnel with the appropriate expertise to participate in activities designed to reduce or minimize the impact of future disasters.

### **Responsibilities**

#### **All tasked agencies will:**

- develop applicable standard operating procedures, guidelines and/or checklists which clearly define the role of this emergency support function in the overall functioning of the Kenton County EOC and detail the accomplishment of their assigned functions;
- train staff in the standard operating procedures, guidelines and/or checklists that outline the courses of action to be taken during a pending or actual disaster or emergency situation;
- participate in drills to exercise these procedures and actions on a regular basis;
- participate in honest appraisals of the performance of the public health and medical services role and actions after each drill, exercise and actual activation of the Kenton County EOC;
- participate in a continuous quality improvement process that uses the findings of the performance appraisals and the lessons learned to continuously refine the role and actions of this emergency support function in the overall functioning of the Kenton County EOC and incorporate these into clearly written procedures which are shared with all staff and involved agencies;
- deploy a representative to the EOC to assist with emergency management activities;
- provide on-going status reports as requested by the Emergency Management Coordinator;
- document all costs and expenses associated with response and recovery activities taking care to clearly separate disaster-related work from daily work in the event that state and federal reimbursement becomes available;

### **Responsibilities**

#### **All tasked agencies will con't:**

- maintain up-to-date rosters for notifying personnel and 24-hour EOC staffing capabilities, and provide this information to the Kenton County Emergency Management Agency;
- perform other emergency responsibilities as assigned.

### **Primary Agencies**



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- Northern Kentucky Independent District Board of Health, Saint Elizabeth Medical Center, Covington and Edgewood locations.

Duties include:

- providing leadership in directing, coordinating and integrating overall Kenton County efforts to provide health and medical assistance to affected areas and populations;
- staffing and operating a National Incident Management system compliant command and control structure (i.e., Incident Command System) to assure that services and staff are provided to
- areas of need;
- coordinating and directing the activation and deployment of Kenton County health and medical agencies, service personnel, supplies, and equipment and provide certain direct resources;
- evaluating the emergency situation, make strategic decisions, identify resource needs and secure resources required for field operations;
- coordinating supplemental assistance in identifying and meeting the health and medical needs of disaster victims;
- ESF-8 representatives/designees jointly evaluate the emergency, make strategic decisions, identify resource needs and secure resources required for field operations;
- implementing the organization, assignment and staffing at the facilities in which ESF-8 requires location.
- coordinating response for:
  - safety of food and drugs;
  - vector control;
  - behavioral health;
  - victim identification/mortuary services;
  - health education;
  - public information related to Public Health and Medical Services;
  - laboratory services;
  - mass medical care;
  - public Health and sanitation;

### Primary Agencies con't:

- mass prophylaxis of population;
- providing the coordination of the following resources:
  - medical equipment and supplies;
  - medical personnel;
  - health administrators;
  - pharmacy services;
  - environmental health specialists;



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- laboratories and laboratory personnel;
- nutritional services;
- epidemiology;
- disaster response expertise;
- dental;
- immunizations;
- discharge planning at the special needs shelter;
- outreach capability;
- public information and education
- coordinating the response and location of deployed DMAT teams;
- obtaining medical equipment and supplies from local vendors where possible; utilize the State Emergency Operations Center for other resources
  - staffing the special needs shelter as required with North Central District Health Department nurses as needed. Their duties will include-
  - administering first aid;
  - assisting in triage/screening and displaced persons assignment;
  - keeping patient records;
  - evaluating sanitary conditions of shelters, and;
  - consulting with environmental health specialists as needed.

### **Support Agencies:**

Support agencies will provide assistance to the Emergency Support Function with:

- performing the above-outlined tasks as requested by the ESF Coordinator;
- services, staff, equipment, and supplies that complement the entire emergency response effort
- reporting current resources capabilities on a regular basis.

### **Administration and Support Support**

Requests for emergency assistance will be resolved at the lowest level direction and control facility with appropriate response resources capabilities. Unresolved assistance requests will normally flow upward from cities to the county and/or field deployed command posts to responsible representatives in the State Emergency Operations Center, and as required to other states or the federal government for assistance support.



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### **Agreements and Understandings**

All agreements and understandings entered into for the purchase, lease, or otherwise use of equipment and services, will be in accordance with the provision of laws and procedures.

### **Status Reports**

The primary agency will maintain status of all outstanding assistance requests and unresolved ESF-8/Public Health and Medical Services related issues. This information will be summarized into periodic status reports and submitted in accordance with applicable operating procedures.

### **Expenditures and Recordkeeping**

Each ESF-8/Public Health and Medical Services agency is responsible for establishing administrative controls necessary to manage the expenditure of funds and to provide reasonable accountability and justification for federal reimbursement in accordance with the established guidelines. The first source of funds for expenditures by agencies in response to emergency, imminent disaster, or recovery from a catastrophic incident, is to be from funds associated with each local agency.

ESF-8/Public Health and Medical Services is responsible for managing financial matters specific to ESF-8 activity and related to resources procured/used during an event and forwarding that information to the Finance/Administration Section. However, each local government/agency/department must also track and record its own expenditures to ensure accuracy with any submissions for potential reimbursement. Information will be provided post-event as to application procedures for reimbursement.

The Finance/Administration Section will coordinate with the Logistics Section to ensure that procurements and staff hours are properly documented and processed for potential reimbursement. It will also be responsible for follow-up on all financial issues through coordination with Kenton County Government and other local governments' fiscal and personnel management officials, Kentucky Division of Emergency Management fiscal agents, Federal Emergency Management Agency fiscal agents and directly with vendors as necessary.

### **Expenditures and Recordkeeping con't:**

Expenditures by other departments for activity not directly related to ESF-8/Public Health and Medical Services will be documented by those entities and submitted directly to the Finance/Administration Section as soon as possible.

### **Critiques**



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Following the conclusion of any significant emergency, incident or exercise, the primary agency representative will facilitate a critique of the group activities during the emergency/incident/exercise with the ESF-8/Public Health and Medical Services agencies, identifying the successes and identifying areas that can be strengthened and enhanced for efficiency in a continuous quality improvement process for the overall performance of the Kenton County Emergency Operations Center.

### Statement of Concurrence PUBLIC HEALTH AND MEDICAL SERVICES ESF-8

The signature appearing below indicates the individual has the authority to commit resources of the agency represented and agrees to the functions and tasks prescribed for this ESF.

**PRIMARY AGENCIES:** Northern Kentucky Independent District Board of Health, Saint Elizabeth Medical Center, Covington and Edgewood locations.

\_\_\_\_\_  
Northern Kentucky Independent District Board of Health (Signature) (Printed Name)  
(Date)

\_\_\_\_\_  
Saint Elizabeth Medical Center Covington (Signature) (Printed Name) (Date)

\_\_\_\_\_  
Saint Elizabeth Medical Center Edgewood (Signature) (Printed Name) (Date)

### SUPPORTING AGENCIES:

Kenton County Fiscal Court, Kenton County Judge Executive and Commissioners, Kenton County Emergency Management Agency, Kenton County Coroner's Office, Bromley Fire Department, Covington Fire Department, Crescent Springs/Villa Hills Fire Department, Edgewood Fire Department, Elsmere Fire Department, Erlanger Fire Department, Fort Mitchell Fire Department, Fort Wright Fire Department, Independence Fire Department, Kenton Fire Department, Ludlow Fire Department, Park Hills Fire Department, Piner-Fiskburg Fire District, Ryland Heights Fire Department, Taylor Mill Fire Department and the Kenton County Fire Chiefs Association.

### City of Covington:

Mayor of Covington and Covington City Council members, Covington Police Department, Covington Dispatch, Covington Code Enforcement, City of Covington School Board, Edgewood Police Department, Elsmere Police Department, Erlanger Police Department, Fort Wright Police Department, Independence Police Department, Kenton County Police Department, Kenton County Sheriff's Department, Lakeside Park Police Department, Ludlow Police Department, Park Hills Police Department, Taylor Mill



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Police Department, Villa Hills Police Department, Boone County Dispatch, Campbell County Dispatch, Erlanger Dispatch Center, Kenton County Dispatch Center, Kenton County Jailer.

**Other Local Agencies** Kenton County School Board, Kenton County School Resource Officer, American Red Cross, Cincinnati Bell, FBI, Rosedale Manor Nursing Home, Salvation Army, Transit Authority of Northern Kentucky.

**State Agencies** Kentucky Division of Emergency Management Kentucky Community Crisis Response Board (KCCRB) Kentucky Public Health Department Kentucky Department for Community Based Services