

COVID-19 Unified Command Briefing

November 24, 2020

0900



AGENDA

- Calhoun County/TWP/Cities – Kelli Scott
- City of Albion – Haley Snyder
- City of Battle Creek – Rebecca Fleury
- Public Health Department – Eric Pessell
- Communications – Jessica VanderKolk
- Additional Comments

Calhoun County—Administration

Incident Commander: Kelli Scott

Back-Up Incident Commander: Kim Archambault

- County continues in Phase 4 Operations:
 - Toeller Building, County Building open
 - Justice Center remains locked; jury trials cancelled for remainder of 2020; Courts are otherwise fully functional. **11/16/20 SCAO updated Return to Full Capacity Guide with specific phasing metrics**
 - Masks and Social Distancing Required in all buildings; appointments required for many departments
 - Meetings continue to be held virtually
- Declared Countywide State of Emergency , effective 10/15/20
- www.calhouncountymi.gov for Safe Start plans

Calhoun County—Administration

Incident Commander: Kelli Scott

Back-Up Incident Commander: Kim Archambault

- Next Board of Commissioners meetings:
 - Dec.3; Dec.17 (7:00pm, via Zoom)
- New sharps disposal drop boxes at MRLEC, Toeller Bldg, Albion City Hall
- Marshall Recycling Center closed til Dec.1
- Road Department closed til Dec.7 due to limited staffing
- County is Prohibiting In-Person Work Unless Job Can't be Done Remotely



City of Albion

Haley Snyder, Interim City Manager

- Albion City Hall closed in-person services starting Monday, November 23 through December 8.
- During this time city hall staff will continue to be available by phone and email from 8a-5p Monday-Friday, except for holidays.
- All public meetings will be held virtually.

City of Battle Creek:

Incident Commander - Rebecca Fleury

Liaison – Michelle Culp

- Starting Nov. 16, **City Hall and the Police Department** buildings will close to in-person services. Staff will be available by phone, and via email, from 8 a.m.-5 p.m. Visit our website for department information:
<https://www.battlecreekmi.gov/148/Departments>.
- **Battle Creek Transit** services will continue on regular schedules, and the walk-up window at the Transit building will remain open to customers from 8 a.m.-5 p.m. Monday through Friday.
- **Full Blast** will be closed to the public through December 9, per MDHHS epidemic order.

City of Battle Creek:

Incident Commander - Rebecca Fleury

Liaison – Michelle Culp

Recreation

- Willard Beach vehicle gates closed for the season
- Bailey Park limited use only
- Binder Golf Course is open

At this time, the City's policies and procedures will remain the same for city buildings. That includes building hours, screenings, masks, and public meetings via Zoom.

We have updated our preparedness plan to align with the new public health orders and it is now available on our website. <https://www.battlecreekmi.gov/725/Preparedness-Response-Plan>

City passed a moratorium on water shutoffs through the end of the year. Also, since the Governor's signed the OMA legislation the public city meetings such as Commission meetings will be virtual through the end of the year.

Battle Creek Homeless Shelter:

- Battle Creek Homeless Shelter, Inc. is open at 209 E. Michigan Avenue
 - 24/7 service
 - 6:30am-10:30pm – men/women
 - 10:30pm – 6:30am – men
 - Food Provided
 - Current Overnight Capacity: 56
- Property at 209 E. Michigan is secured thru a purchase agreement to be executed by December 15, 2020. Calhoun County Commission is expected to take action Nov. 19 on funding that would secure the full \$275,000 that is needed to purchase the property.
- Approximately \$40,000 is needed to assist with shelter operations thru December 2020. Securing funding and contractual services for 2021 is the next major focus area.
- The Haven and Share Center have signed contracts with Battle Creek Homeless Shelter, Inc. to provide day and night staffing of the shelter from October – December 2020. Reporting requirements associated with these contracts are being worked on.
- Two comfort stations that provide 6 shower/bathrooms are operational. Showers are currently available Monday, Wednesday and Friday mornings.
- At the direction of the Battle Creek Homeless Shelter, Inc. Board of Directors the BCCF is serving in an administrative role thru December 2020. Additional protocols for COVID 19, flu shot, pest control/bed bug testing etc. is being implemented subcontractors; Share Center and The Haven.
- An area is being established within the facility to provide overnight shelter services for 6 to 8 women.
- Three Phase electric is currently being connected to the building. HVAC units have been ordered and the cement pads are in place for HVAC placement.

HEALTH DEPARTMENT

Incident Commander – Eric Pessell

Liaison – Erin Somerlott

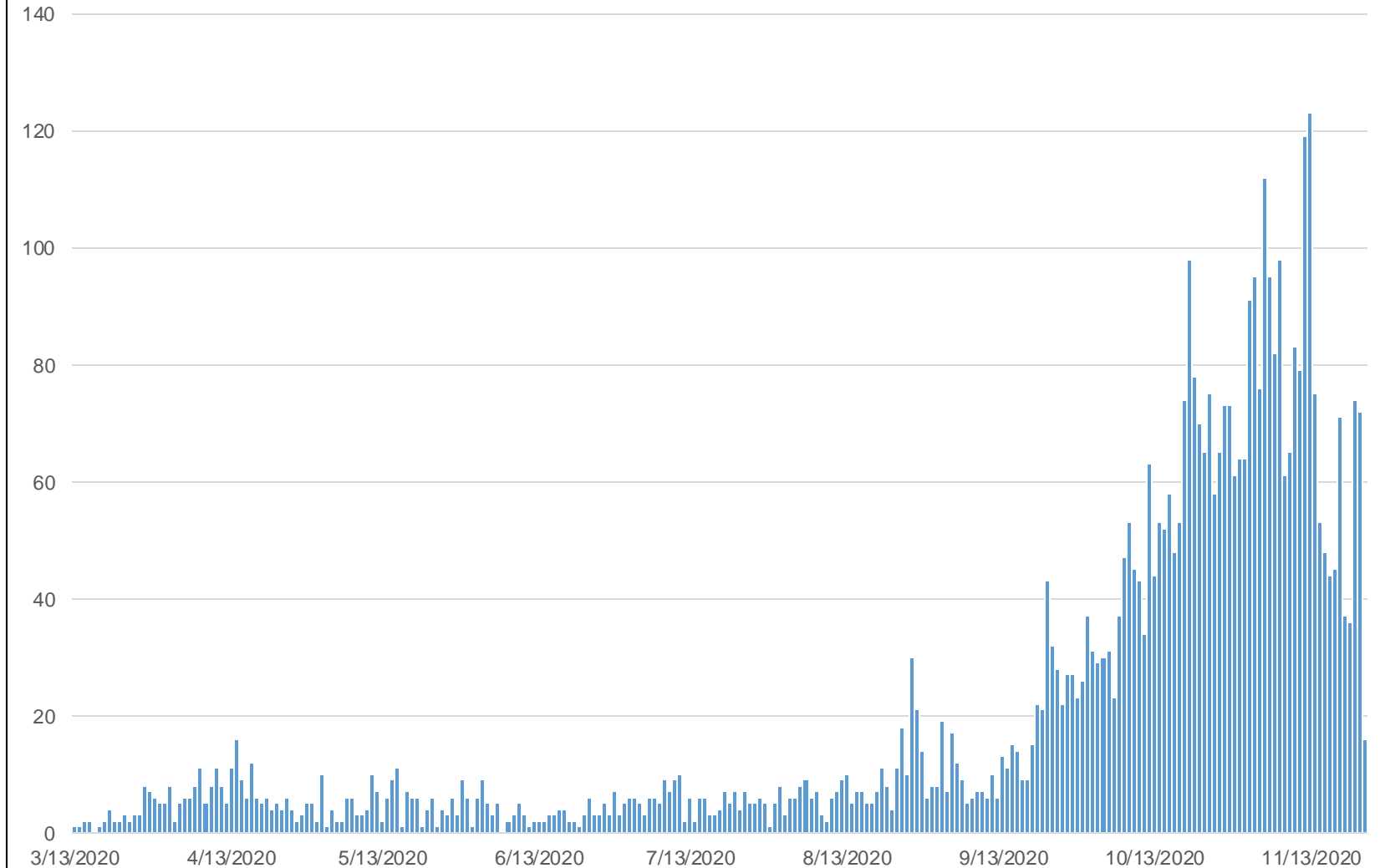
Last Updated: 11/24/2020 8:00 AM

Positive for 2019-nCoV	4,906
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Deaths	105
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Confirmed COVID-19 Cases, Calhoun County, 2020



***Note: If onset date is missing, referral date is used**

Current Lab-Confirmed COVID-19 Persons in Hospital Beds	Cumulative Hospitalizations
53	265

<u>14-Day Average Percent Positivity</u>	<u>14-Day Average Cases per Million</u>
From 11/7 to 11/20	From 11/7 to 11/20
12.6%	569 cases/million

<u>7-Day Average Percent Positivity</u>	<u>7-Day Average Cases per Million</u>
From 11/14 to 11/20	From 11/14 to 11/20
10.9%	416 cases/million

Communications

Liaison – Jessica VanderKolk

JIC/Unified PIOs – please contact with story/social media ideas

Lucy Blair – lblair@calhouncountymi.gov

Victor Jovanovich – vjovanovich@calhouncountymi.gov

Jessica VanderKolk – jlvanderkolk@battlecreekmi.gov

Reliable information at calhouncountymi.gov
and battlecreekmi.gov/coronavirus

-Translations – items on city website/YouTube – contact Jessica
with specific requests

-New MDHHS Nov. 18 order graphics in SharePoint Comms -> Graphics folder

Weekly updates

**-Live JIC Wednesday, Nov. 25 – live stream on city’s Facebook,
[Facebook.com/cerealcitymichigan](https://www.facebook.com/cerealcitymichigan)**

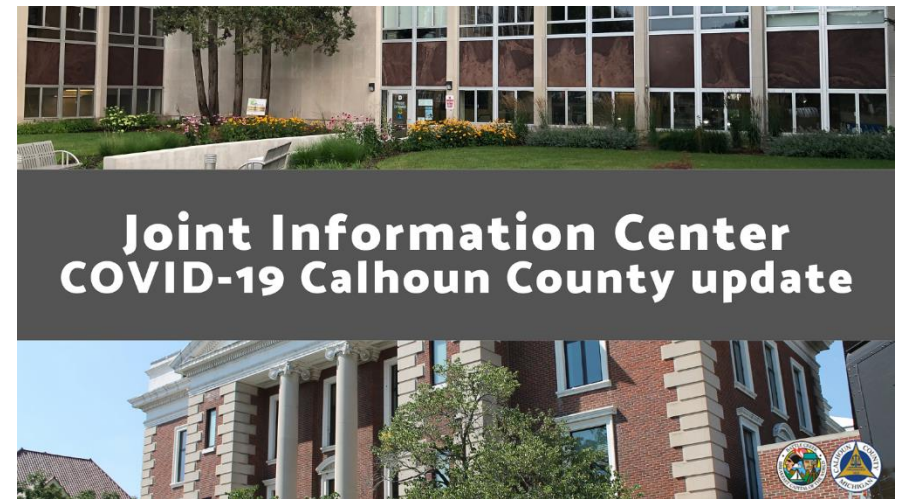
Latest videos

-Thanksgiving video for JIC (CDC and MDHHS guidance) - <https://youtu.be/Yw0Vf9C-sck>

-Call to action if you test positive (contact tracing) - <https://youtu.be/URN-g7M5fSo>

-Local recommendations from Eric (before the new order) - <https://youtu.be/06Fmo0SFyH4>

-How to find a testing site online - <https://youtu.be/J40Ap0GZ8gw>



Recorded live JICs and **Lucy/Jessica/Victor-recorded**
JICs at the city’s YT:
[Youtube.com/cityofbattlecreekmichigan](https://www.youtube.com/cityofbattlecreekmichigan)
Nov. 18 - <https://youtu.be/oWKE1Rrecak>



WHAT KEY
WON'T OPEN
ANY DOOR?

A TURKEY



#BADTURKEYDAYJOKES

WHY WAS THE
THE TURKEY PUT
IN JAIL?

THE POLICE
SUSPECTED
FOWL PLAY! 😊

#BADTURKEYDAYJOKES

Unified Command Team:

- Calhoun County – Kelli Scott
kdscott@calhouncountymi.gov
- City of Battle Creek – Rebecca Fleury
rfleury@battlecreekmi.gov
- Calhoun County Health Department – Eric Pessell
epessell@calhouncountymi.gov

INCIDENT COMMANDERS (IC)/LIAISONS

- County IC - Kelli Scott – kdscott@calhouncountymi.gov
- Back-Up County IC – Kim Archambault – karchambault@calhouncountymi.gov
- County Liaison – Shana Huerta– shuerta@calhouncountymi.gov
- Battle Creek IC – Rebecca Fleury – RLFleury@battlecreekmi.gov
- Battle Creek Liaison – Michelle Culp – MKCulp@battlecreekmi.gov
- CCPHD IC – Eric Pessell – epessell@calhouncountymi.gov
- CCPHD Liaison – Erin Somerlott – esomerlott@calhouncountymi.gov
- BCRC Liaison & Donations – Adam Castle – acastle@gryphon.org
- Calhoun County Faith-Based Coalition – Chaplain Bell – revdrwilliamhbelljr@gmail.com
- Vulnerable Population Liaison – Karla Fales – kfales@carewellservices.org
- Behavioral Health Liaison – Meghan Taft – meg@summitpointe.org
- Law Enforcement – Sheriff Hinkley – shinkley@calhouncountymi.gov
- Communications – Jessica VanderKolk – jlvanderkolk@battlecreekmi.gov & Victor Jovanovich – Vjovanovich@calhouncountymi.gov
- Alternate Care Sites – Durk Dunham ddunham@calhouncountymi.gov & Mike McKenzie mjmckenzie@battlecreekmi.gov
- Isolation & Quarantine – Brad Wilcox – bwilcox@calhouncountymi.gov
- Asymptomatic Facility – Durk Dunham - ddunham@calhouncountymi.gov
- Finance – Linda Morrison & Megan Banning - lamorrison@battlecreekmi.gov & mbanning@calhouncountymi.gov
- Emergency Medical Services – Lori Phillips – lphillips@emergenthealth.org

INCIDENT COMMANDERS (IC)/LIAISONS

- Logistics/Sustainment - Brendan Pizzala & Aaron Edlefson – bmpizzala@battlecreekmi.gov & aedlefson@calhouncountymi.gov
- Legal – Jim Dyer & Jill Steele – jdyer@calhouncountymi.gov & jhsteele@battlecreekmi.gov
- Business/Corporate Leaders & Liaisons – Kara Beer kbeer@battlecreek.org & Joe Sobieralski sobieralski@bcunlimited.org
- Michigan DHHS – Shaun Culp – CulpS@Michigan.gov
- Bronson Hospital – Mike Lewis - lewism@bronsonhg.org
- Integrated Health Partners – Ruth Clark - ClarkR@integratedhealthpartners.net
- Oaklawn – Sara Andrews - sandrews@oaklawnhospital.com
- RFA Managers – Insp. Brad Wise & Doug Betts – bmwise@battlecreekmi.gov & dabetts@battlecreekmi.gov
- Fire Service – Chief Brian Sturdivant – besturdivant@battlecreekmi.gov
- Battle Creek VA Hospital - Jason Rosenbaum – Jason.rosenbaum2@va.gov
- Calhoun County Court Administrator – Kate Ambrose – kambrose@calhouncountymi.gov
- Michigan Department of Corrections – Erin DeLoof – deloofe@michigan.gov
- Long-Term Care Facility Testing – Erika Browne - 20-admin@atriumlivingcenters.com

Additional information sharing:

Send us your information and we will add it to the next briefing

Cindy Myers

cmyers@battlecreekmi.gov

Jared Hall

jdhall@battlecreekmi.gov

Whitney Perigo

wgperigo@battlecreekmi.gov

- Contact List in SharePoint (Communications folder) so that you can add your contact information.

IT/SharePoint - Sarah VanWormer sevanwormer@battlecreekmi.gov

Communications - Jessica VanderKolk jlvanderkolk@battlecreekmi.gov

Emergency Managers - Mike McKenzie mjmckenzie@battlecreekmi.gov Durk Dunham ddunham@calhouncountymi.gov

Zoom Meeting Coordinator – Michelle Culp mkculp@battlecreekmi.gov

Share Point – Sarah VanWormer – sevanwormer@battlecreekmi.gov

Emergency Requests – Mike McKenzie (269-317-3422) – Emergency Management Administrator

Jared Hall (574-360-2023) – Emergency Management Admin

Jim Blocker (269-317-1993) – Operations Section Chief

COVID-19 EOC

Request Folder

- Also send an email to the COVID-19 EOC group

Representatives Contacts:

Paul Egnatuk for Representative Jim Haadsma - PEgnatuk@house.mi.gov
269-209-3867

Karen Todd for Senator John Bizon - SenJBizon@senate.michigan.gov

Justin Huffman for Representative Matt Hall – jhuffman@house.mi.gov
810-434-7104

Resources

FEMA's Public Assistance Program – Category B (Stafford Act)

<https://www.fema.gov/news-release/2020/03/23/coronavirus-covid-19-pandemic-public-assistance-simplified-application>

State of Michigan Department of Treasury

https://www.michigan.gov/treasury/0,4679,7-121-1751_98769---,00.html

International City/County Management Association

https://icma.org/emergency-relief-and-cost-recovery-resources?utm_source=CV19_landing_page&utm_medium=CV19_landing_page&utm_campaign=CV19_campaign

Cyber Security

There has been a significant increase in phishing attempts.



- **Fraudulent COVID websites are being developed to lure victims in.**
- Go to known government/agency sites for information.

- **SCADA Sectors are being targeted.**

COVID-Themed Lures Target SCADA Sectors With Data Stealing Malware

www.thehackernews.com

The targeted attacks employ Microsoft Word documents as droppers to deploy a previously unknown Python-based RAT dubbed "PoetRAT" due to various references to sonnets by English playwright William Shakespeare. Talos said it discovered that attack in three waves starting in February, some of which used decoy documents claiming to be from Azerbaijan government agencies and India's Defense Research and Development Organization (DRDO), or alluding to COVID-19 in their file names ("C19.docx") without any actual content.

People are the #1 weak link for hacking

- **Social Engineering**
 - New virtual social groups are popping up like crazy
 - Quizzes online
 - Gaining physical entry
- **Phishing**
 - Emails/texts
 - Bad guy posing and asking for “favors” – asking to buy gift cards
 - Text or email with your own name
 - Delivery link

About

Ever wish you had another mom to run an idea by?

Wondering if your sanity is still in check when your kids are driving you nuts?

Need a home repair and want to get others opinions?

Looking for a reliable babysitter recommendation?

Looking for a buddy to meet up for a play date?

Wanting to find another mom to become friends with and swap babysitting?

This is the place for you!

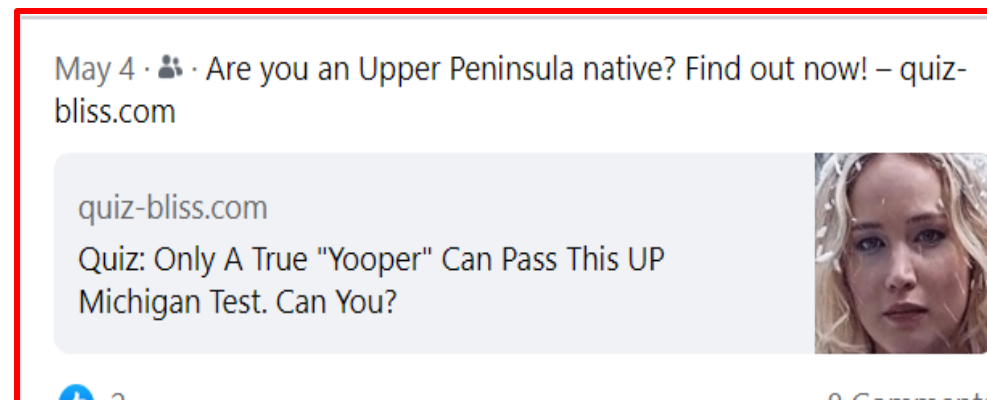
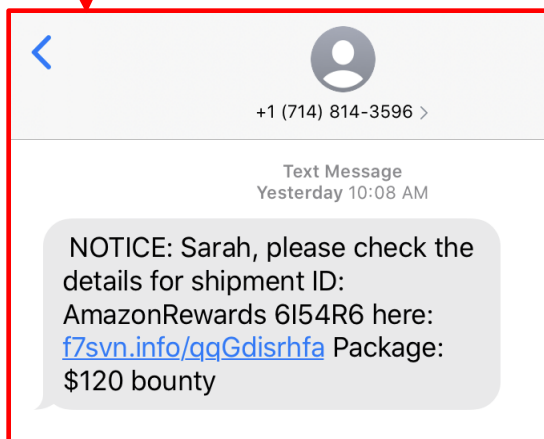
This is a group that accepts you as the mom you are! We are all doing the best we can. Let's help one another and as they say it takes a village. **See Less**

🔒 Private

Only members can see who's in the group and what they post

👁 Visible

Anyone can find this group



Cyber Security – The Butterfly Effect

12 DETAILS!!! - ONE POST

NAME 1

PICTURE 12

AGE 2

DEPARTMENT 3

WORKPLACE 11

DEPARTMENT 2 16

HUSBAND'S NAME 9

2ND PLACE TO FIND PERSON 8

HUSBAND'S FORMER WORKPLACE 7

WHERE TO FIND THEM 4

WHAT TO LOOK FOR TO FIND PERSON and THEIR INTEREST 5, 6

May 13 at 8:20 AM · 🌐

Hi everyone. My name is [REDACTED] I am [REDACTED] and retired from the [REDACTED] where I worked in both the [REDACTED] and [REDACTED] [REDACTED] I loved all my co-workers and miss them. Even though I like people, after so many years working with the public, I am really kind of an introverted homebody. Luckily for my me, my husband [REDACTED] also a [REDACTED] retiree, is very active in the [REDACTED] organization, which kind of forces me to get out among people. Otherwise, you can find me hanging out with my two German Shepherd furkids or walking at Riverside Park

Cyber Security – The Butterfly Effect

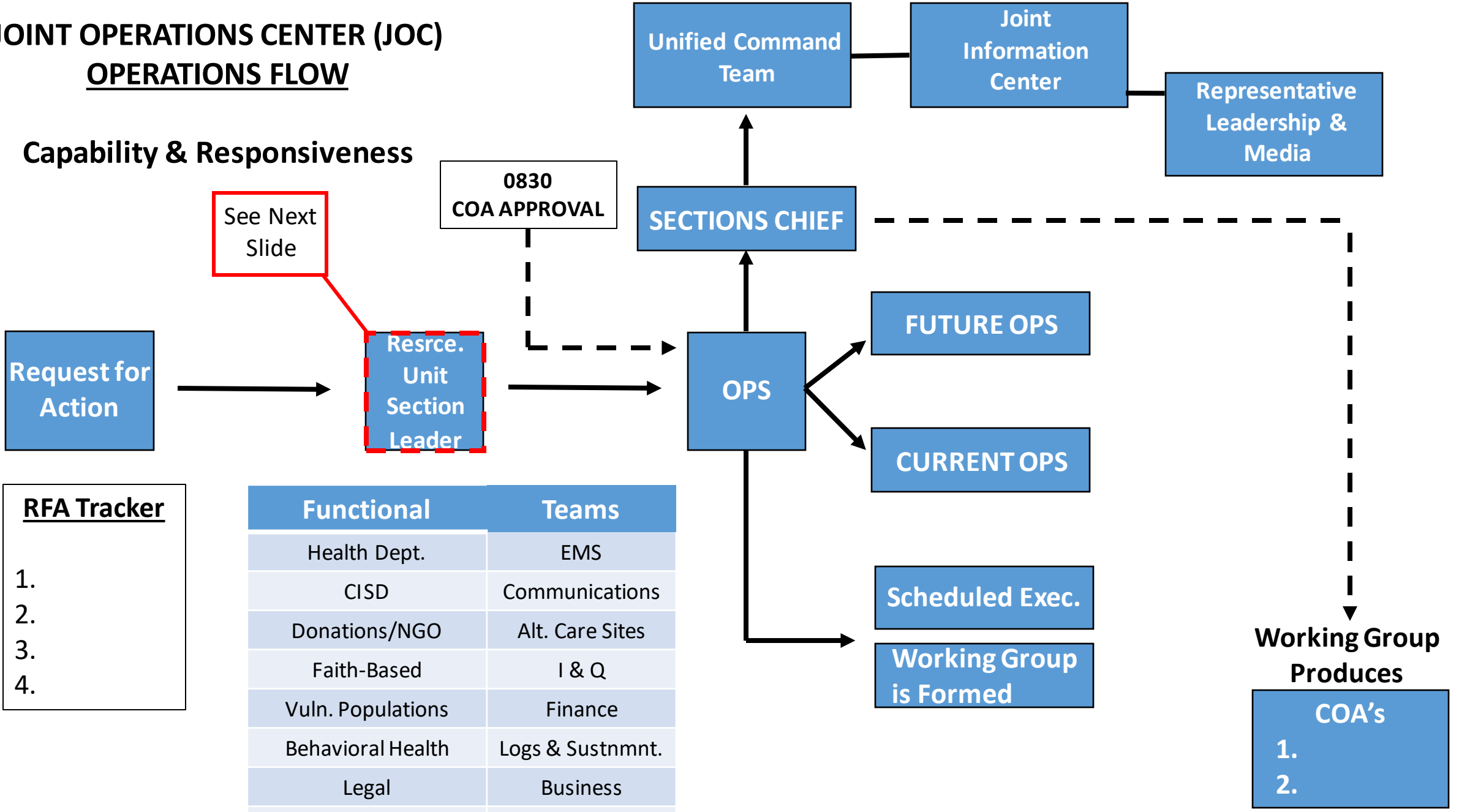
- Read the post and call former workplace(s) bad guy can:
 - Change contact information
 - Get them to send paperwork to change beneficiaries to new address
 - Get info to have retirement funds redirected to a new savings account
 - Physically find and follow the person to find out more information – address, where they shop, where they bank, if they have family they visit, etc.
 - Use their interest to track them further

Network Security

- Patches are done regularly
- Firewalls
 - Keep updated
 - Air gapped back-ups if possible
- Port security
 - External device policies
 - Disable unused ports
- Vet your vendors and do not allow for unaccompanied remoting in
- Known bad sites are blocked
- Block traffic from areas infamous for illegal activity
- Educate users
 - Reminders
 - Create a place for users to send questionable emails and questions to
 - (Help Desk)

JOINT OPERATIONS CENTER (JOC) OPERATIONS FLOW

Capability & Responsiveness



See Next Slide

Resrce.
Unit
Section
Leader

0830
COA APPROVAL

SECTIONS CHIEF

Unified Command Team

Joint Information Center

Representative Leadership & Media

OPS

FUTURE OPS

CURRENT OPS

Scheduled Exec.

Working Group is Formed

Working Group Produces

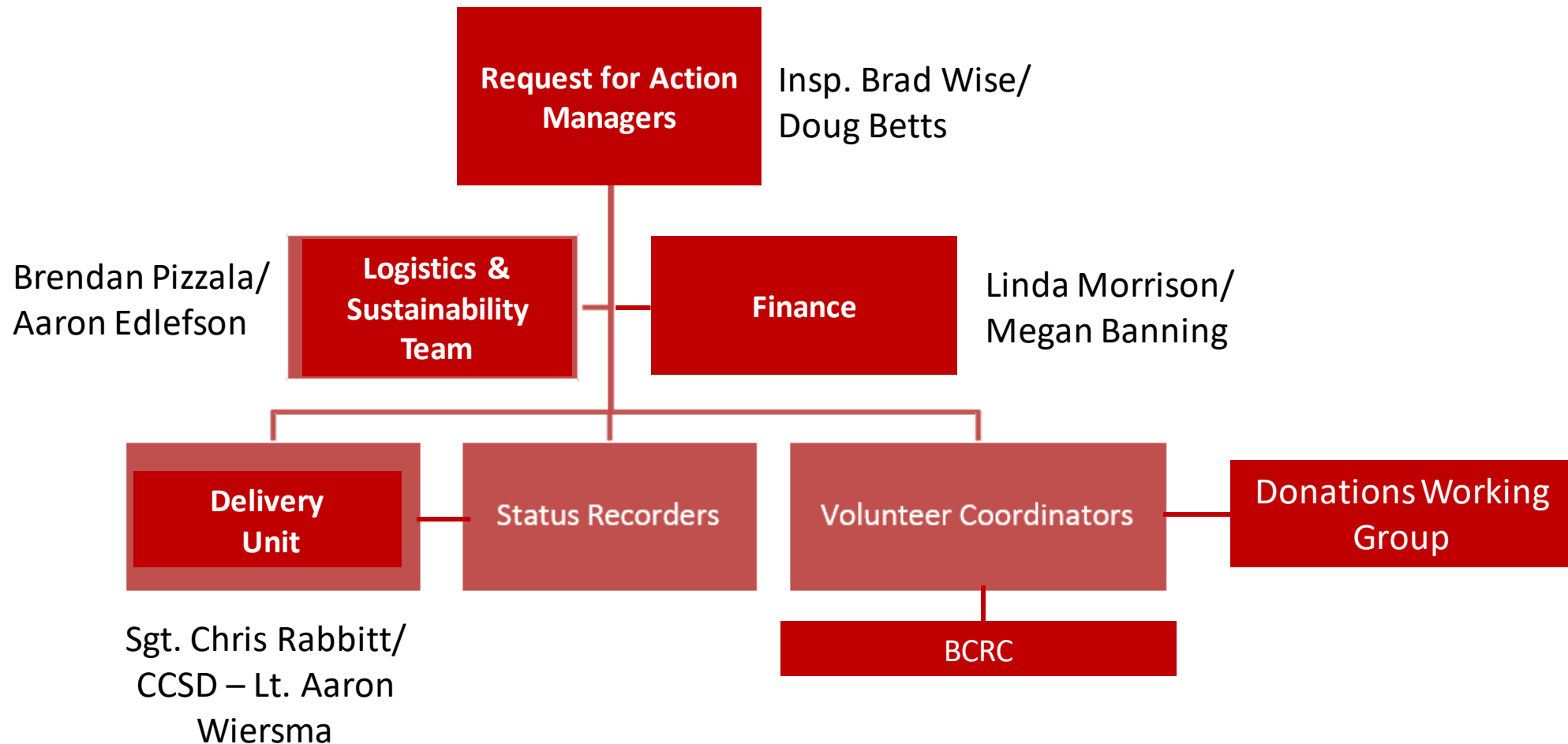
COA's
1.
2.

- RFA Tracker**
- 1.
 - 2.
 - 3.
 - 4.

Functional	Teams
Health Dept.	EMS
CISD	Communications
Donations/NGO	Alt. Care Sites
Faith-Based	I & Q
Vuln. Populations	Finance
Behavioral Health	Logs & Sustnmnt.
Legal	Business
Law Enforcement	

RESOURCE UNIT REQUESTS

Resources Unit Organization



Unified Command COVID-19 Briefing/Meeting Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Sunday
0800	Internal SITREP	Internal SITREP	Internal SITREP	Internal SITREP	Internal SITREP	
0830	IAP Briefing & SITREP	IAP Briefing & SITREP	IAP Briefing & SITREP	IAP Briefing & SITREP	IAP Briefing & SITREP	
0900	Update Briefing	Update Briefing	Update Briefing	Update Briefing	Update Briefing	
0930	Planning/ Working Group Meetings	Planning/ Working Group Meetings	Planning/ Working Group Meetings	Planning/ Working Group Meetings	Planning/ Working Group Meetings	Zoom Unified Command ONLY
1600	Goals & Objectives Progress Reports	Goals & Objectives Progress Reports	Goals & Objectives Progress Reports	Goals & Objectives Progress Reports	Goals & Objectives Progress Reports	All meeting times are subject to change

Attend:
EOC
or
Zoom

KEY: ■ ICS/EOC Staff ■ Working Groups Goals/Obj. ■ Gov't, Health, Dept. Execs ■ Gov't, Health, Dept. Execs, Org Staff ■ Gov't, Health & Exec Disc.

Briefings Task & Purpose

- 0900 Briefing
 - Purpose is to update the current situation
 - Receive general/specific guidance from the Unified Command Team
 - Inform leadership of any issues, challenges and obstacles
- 1600 Briefing
 - Receive/update the results from Function Teams and assigned Working Groups
 - Inform leadership of any issues challenges and obstacles that will likely carry over into the next day.
- Working Groups
 - Product and details are developed

COVID-19 External Briefing/Meeting Schedule

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Sunday
1000		Local Emergency Management				
1100	SEOC		SEOC			
1200	CCHD					
1300	BCRC JIC		JIC		JIC LEM	
1400	LHD/MDHHS	LHD/MDHHS	LHD/MDHHS	LHD/MDHHS	LHD/MDHHS	
1500	CCMCA					

KEY: ■ Emergency Mgrs. ■ Unified Command Team, Elected Officials, & Media ■ Health Dept.

Request for Information:

- **Is there an impact on the food supply?**
- South Michigan Food bank pantry locator: <https://smfoodbank.org/pantry-locator/>
- **Has anyone reached out to area hotels for first responders and their families, should the need arise?**
- We are compiling a list of hotels offering discounts for first responders and healthcare workers. If you know of anyone looking for discounted rates, let me know and my staff can assist. – Linda Freybler, CEO Calhoun County Visitors Bureau (269-419-8100)
- **Availability of PPE – Front line, long term care facilities, etc.**
- **Ordered through MICIMS**

FOOD SUPPLY

- (Mondays) from 4 pm to 6 pm the Fire Hub will be giving out food for those in need. If they are walking, they can come up and get a food bag and leave.
- (Tuesdays) Wayne Rd. Food Pantry the same system is being utilized. The hours are from 3- to 5pm.
- Marshall Cornerstone Church has a pantry 269-781-9094.
- South Michigan Food bank pantry locator: <https://smfoodbank.org/pantry-locator/>

GLOSSARY

- AMSA – Area Metropolitan Service Agency
- BCRC – Battle Creek Response Consortium
- CCCDA – Calhoun County Consolidated Dispatch Authority
- CCPHD – Calhoun County Public Health Dept.
- CCMCA – Calhoun County Medical Control Authority
- CISD – Calhoun Intermediate School District
- COA – Course of Action
- COOP – Continuity of Operations
- FBCERPT – Faith Based Community Emergency Response Protocol Team
- IAP – Incident Action Plan
- JIC – Joint Information Center
- JOC – Joint Operations Center
- LHD – Local Health Department

- MDHHS – Michigan Department of Health & Human Services
- MDOC – Michigan Department of Corrections
- OPS – Operations
- RFA – Request for Action
- RUSL – Resource Unit Section Leader
- SEOC – State Emergency Operations Center
- SITREP – Situation Report
- SNS – Strategic National Stockpile
- TCC – The Coordinating Council
- UCT – Unified Command Team