

Public Health "Planning P"

Planning Mtg. Attendees:
IC/UC, OSC, PSC, LSC, FSC, SITL, DOCL

Tactics Mtg. Attendees:
OSC, PSC, LSC, RESL, SITL, SOFR, DOCL, COML

TACTICS MEETING

Time: ~30 minutes
Mtg. Owner: OSC
Facilitator: PSC
Goal: OSC determines staff & resource needs. Assisted by RESL.

PREPARE FOR PLANNING MEETING

C&G prepare work through issues prior to Planning Meeting

PLANNING MEETING

Time: ~20-30 minutes
Mtg. Owner: IC/UC
Facilitator: PSC
Goal: OSC presents proposed plan to C&G. General Staff verbally support. Command verbally approves.

Primarily OSC, PSC, & SOFR

PREPARE FOR TACTICS MEETING

IAP PREP & APPROVAL

PSC establishes deadlines for ICS forms and assembles IAP

C&G Mtg. Attendees:
IC/UC, OSC, PSC, LSC, FSC, SITL, DOCL

COMMAND & GENERAL STAFF MEETING

Time: ~30 minutes
Mtg. Owner: IC/UC
Facilitator: Planning Chief
Goal: IC/UC clarify objectives for Command Staff

OPERATIONS BRIEFING

Time: ≤ 30 minutes
Goal: Present main IAP to supervisors & leaders

Specific
Measurable
Achievable
Realistic
Time Oriented

IC/UC DEVELOP OR UPDATE OBJECTIVES

EXECUTE PLAN AND ASSESS PROGRESS

NEW OPS PERIOD

Ops Brief Attendees:
IC/UC, OSC, PSC, LSC, FSC, OPBDs, DIVS, STCR, TFLD, Unit Leaders

CONDUCT INCIDENT / UNIFIED COMMAND MEETING
(District Mgmt., Epi Team, other.)

BRIEF PERSONNEL / CREATE ICS 201
(Epi Team, Emerg. Coord, etc.)

INITIAL RESPONSE & ASSESSMENT
(Determine level of threat potential support needs)

NOTIFICATION
From: Hospital, after hours, 911, etc.
To: Health Director, local partners, VDH, other.

INCIDENT OCCURS / THREAT IDENTIFIED
(Rabies exposure, outbreak, foodborne, HazMat, etc.)

INITIAL RESPONSE

ICS POSITION ACRONYMS:
IC/UC = Incident/Unified Commanders
PIO = Public Information Officer
SOFR = Safety Officer
LOFR = Liaison Officer
OSC = Operations Section Chief
PSC = Planning Section Chief
RESL = Resource unit Leader
SITL = Situation Unit Leader
LSC = Logistics Section Chief
FSC = Finance/Admin Section Chief
OPBDs = Operations Branch Directors
DIVS = Division/Group Supervisors
STCR = Strike Team Leaders
TFLD = Task Force Leader

C&G = Command & General Staff