

H1N1 Response from the County



Patrick M. Collins
Emergency Services
Manager

County activities

- Government Polices
- Teleworking
- Sick leave
- COOP/COG



COOP

- How many have a Business Continuity Plan?





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Working to Protect People, Property and Our Communities

Spotlight

Hurricane Preparedness and Safety Tips

Visit our [Hurricane section](#) to:

- [Get a kit](#)
- [Make a plan](#)
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Also, visit [Ready Virginia](#) to learn about three simple steps you can take to make sure you and your family are safe and prepared for Hurricanes.

What's New

- [Surry Radiological Emergency Preparedness Exercise Set for Aug. 4](#)
- [New and improved Virginia Hurricane Guide now available](#)
- [Support Annex 6 Mass Sheltering Plan](#)
- [2009 Hurricane Response Plan](#)
- [2009 Virginia Hazardous Materials Conference Announcement - October 19-25, 2009](#)

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Ready Virginia
www.ReadyVirginia.gov

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 NWS Forecast
 Enter "City, ST" or ZIP
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VEOC Status: [Routine](#)

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- [Restricted Access Area Login](#)
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VIRGINIA BUSINESS EMERGENCY SURVIVAL TOOLKIT

MAKE A PLAN. GET READY.



VDEM Home > VA Business Toolkit

TOOLKIT HOME

HAZARDS & THREATS

PREPARING

PLANNING

RESPONDING

RECOVERING

RESOURCES

VIRGINIA
citizen★corps

How can we make this site better?

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Virginia businesses and organizations: Get ready now.

- Small businesses
- Corporations
- Nonprofit organizations
- Mobile businesses
- Farms and agriculture
- Home-based businesses
- Faith-based organizations
- Tourism
- Retail
- Service industries

All of these have one thing in common – they are equally susceptible to emergency situations. If your organization is faced with an emergency, you need to be ready. Whether it's a hurricane or a bomb threat, terrorist activity or a chemical spill, make sure that you and your colleagues are prepared.

This Web site has been created as a tool to help you prepare for, respond to and recover from disasters. It explains types of emergencies and the problems they pose; gives you information on how to prepare for them and how to recover from them; and helps you put it all together in an emergency preparedness plan.

New: Download a PDF version of the Toolkit. (605kb PDF)

Here's Why

"Having an emergency preparedness and recovery plan is as important as having a business plan. In order for your business to survive a disaster, management and employees need to know what to do."

Clyde Hoey
Virginia Peninsula Chamber
of Commerce president and
CEO

"I can't stress enough the need to be proactive in disaster preparation. It could be the very thing that saves your community."

Anne Williams
Franklin City downtown
manager

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- Brochures and Outreach Resources
- Forms

Library

Here you will find reference resources such as directories, plans and procedures, handbooks and manuals, forms and outreach resources. Browse the library by type of resource using the links below or the links in the left navigation bar. If you can't find what you're looking for, use the search box at the upper right.

Disaster Laws

[Download Virginia Emergency Services and Disaster Laws, 2008 edition](#) [781kb PDF]

- [Plans and Procedures](#)
- [Directories](#)
- [Brochures and Outreach Resources](#)
- [Forms](#)
- [Handbooks and Manuals](#)
- [COOP Toolkit](#)
- [LEPC Toolkit](#)
- [HSPD-8: Homeland Security Presidential Directive 8](#)
- [Search and Rescue Resources](#)
- [Technological Hazards Resources](#)

Today's Weather
NWS Forecast
Enter "City, ST" or ZIP
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VA Threat Condition:
[Elevated](#)

National Threat Level:


National Threat Level raised for aviation sector
[external link opens in new window]

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Library

Continuity of Operations Planning Toolkit

[COOP Toolkit Home](#) • [COOP Resources](#) • [Lessons Learned](#) • [COOP Steering Committee](#) • [COOP Funding](#) • [COOP Contacts](#) • [Institutions of Higher Education COOP Resources](#) • [Local Government COOP Resources](#) • [Pandemic Influenza COOP Annex](#)

COOP Resources

[COOP Planning Manual](#) [742kb PDF]
The COOP Planning Manual is provided as an aid in the development and maintenance of COOP plans. It is intended to offer both procedural and operational guidance for the preparation and implementation of a COOP plan. The manual reflects FEMA Guidelines and Federal Continuity Directive 1 (FCD 1), EMAP and NFPA 1600 standards as well as COOP best practices. It is a living document that will continue to be updated.

[COOP Worksheets](#) [682kb doc]
The COOP Worksheets coincide with the seven phases of the planning process. Completing the worksheets will assist in assembling the information necessary to develop the ten critical elements of a COOP plan.

[COOP Plan Template](#) [636kb doc]
The COOP Plan Template provides organization for the plan itself. This, in collaboration with the information gathered through use of the worksheets, will assist in completing a cohesive and comprehensive COOP plan specific to each individual organization's mission and needs.

[COOP AAR Template](#) [354kb doc]
The COOP AAR Template provides instructions and sample verbiage that might be helpful in gathering data necessary to develop a non-Homeland Security Exercise and Evaluation Program (HSEEP) After Action Report (AAR) for a COOP exercise.

Continuity of Operations

- There are nine elements of a viable COOP:
 - Essential functions
 - Delegations of authority
 - Alternate facilities
 - Interoperable communications
 - Vital records and databases
 - Human capital management
 - Tests, training, and exercises
 - Devolution
 - Reconstitution



Office Planning

- Business Recovery Plan
- Workforce Reduction Plan
- Vital Records
- Computer Back-up
- Relocation Plan
- Policy Issues



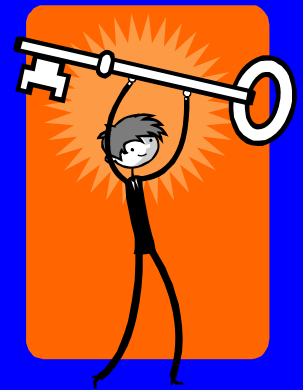
H1N1 planning

- What is your plan to keep your business going with 20,30,40,50% absentee rate
- How do you readjust your business
- Keeping 6 foot away from everyone



Action items/Business

- Develop COOP
- Put someone in charge
- Work through the toolkit
- Develop teleworking capabilities
- Develop alternate suppliers
- Buy Supplies
- PPE issues
- Key personnel issues (cross train)
- Red Cross COOP kit



Family Preparedness

- Plan
- Kit
- Knowledge



For more information

- www.pwcgov.org
e-notifications
Local Emergency Information
- www.redcross.org
- www.fema.org
- www.vaemergency.com
- www.vdh.state.va.us

