

**Cover Sheet**

Version Name: 03/26/2020 14:00

Incident Name: El Segundo COVID-19

Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]

**Approved By**

Incident Commander:

Deena Lee

# Incident Action Plan

**Notes**

City of El Segundo

COVID-19

March 31, 2020 to April 1, 2020 - 0700 to 0700

COVID-19

**EL SEGUNDO**  
PUBLIC LIBRARY**Cover Sheet**

Prepared By Matthew Pederson, Updated 03/30/2020 13:05 UTC -7: PP

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<b>ICS 202 - Incident Objectives</b>		Version Name: 03/22/2020 10:09:00	
Incident Name: El Segundo COVID-19		Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Objective</b>			
Provide for the health and safety of the public, first responders, and city employees.			
Provide emergency response services and essential city services within the COVID-19 precautions and guidelines.			
Provide the community with current and accurate information through the Public Information Officer, Joint Information Center, and Liaison Officer.			
Ensure fiscal responsibility through established municipal guidelines and the completion of documentation for cost recovery under public assistance.			
<b>Operational Period Command Emphasis (Safety Message, Priorities, Key Decisions/Directions)</b>			
<ol style="list-style-type: none"> <li>1. Provide a comprehensive COVID-19 exposure prevention plan, including personal hygiene, hand washing, keeping hands away from face, and maintaining social distancing.</li> <li>2. If you are sick stay home and inform your supervisor of your status.</li> <li>3. All supervisors assigned to the incident are responsible to provide adequate incident safety briefs and COVID-19 precautions to all employees assigned for supervision. This includes pre-assignment briefings at the beginning of each operational period.</li> <li>4. All first responders shall follow Personal Protective Equipment and patient care practices as set forth by the Medical Unit Leader and Safety Officer. Information included in the Incident Action Plan.</li> <li>5. Be polite, professional, and demonstrate care and compassion to reduce unnecessary fear and anxiety in the community.</li> <li>6. Maintain situational awareness on impacts of COVID-19 to the City of El Segundo, Dockweiler RV Park, and the County of Los Angeles.</li> <li>7. Keep the community informed, including at risk community members, through the Outreach Group, Public Information Officer, and Liaison Officer.</li> <li>8. Provide the required effort and resources to meet the needs within Park Vista.</li> </ol>			
<b>ICS 202 - Incident Objectives</b>		Prepared By Shawn Green, Updated 03/30/2020 17:45 UTC -7:00 PP	
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**City of El Segundo**  
**COVID-19 Situation Report**  
**March 30, 2020 3:00 pm**



**Latest Details on People who have COVID-19**

Area	Confirmed Cases	Deaths	Comments
United States	140,904 (+18,251)	2,405 (+293)	CDC website 3/30/20 at 11 am
California	5,763 (+1,120)	135 (+34)	CA Dept. of Public Health website 3/30/20 at 2 pm
Los Angeles County	2,474 (+338)	44 (+7)	LACDPH website 3/30/20 12pm
El Segundo	<5	0	LACDPH website 3/30/20 12pm

\*For a list of cases by city in Los Angeles County, go to:

- <http://publichealth.lacounty.gov/media/Coronavirus/locations.htm>

**Significant Updates**

- Effective March 31, 2020, the Joint Information Center will be fully staffed and stationed at the El Segundo Library. For further information or to contact the JIC, call 310-692-1699.
- The Los Angeles County Department of Public Health has revised the manner in which information regarding confirmed cases by city is released. Prior, LADPH reported El Segundo had two confirmed cases. Now, LADPH will not report the numbers of a city with a population below 25,000, such as El Segundo, unless they have five or more confirmed cases.

**Closures and Orders**

- All Los Angeles County beaches, beach parking lots, beach related facilities including restrooms, bike paths and hiking trails are closed.
- The El Segundo Police Department lobby closed. If you need non-emergency services, call 310-524-2200 in advance to set-up an available appointment.
- All El Segundo parks, fields, sports courts, exercise equipment, and other recreation facilities including the Lakes Golf Course are closed. Individuals may still walk or jog through the parks, provided they maintain a social distance of six feet.
- The Los Angeles County Health Officer issued the "Safer at Home Order for Control of COVID-19" which applies to most Los Angeles County cities including El Segundo. Governor Newsom also issued Executive Order N-33-20, which orders all individuals living in the State of California to stay at home or at their place of residence.

**Current El Segundo Objectives**

Provide for health and safety of public, first responders and city employees.
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## City of El Segundo

### COVID-19 Situation Report

March 30, 2020 3:00 pm



Continue to provide all emergency response services and essential city services.
Provide the community with current and accurate information through the PIO and JIC.
Ensure fiscal responsibility.

#### Current Initiatives

Maintain personal hygiene, wash hands, keep hands away from face and maintain social distancing protocols.
If you are sick, stay at home and inform your supervisor of your status.
All first responders should follow PPE and patient care practices as set forth by the Medical Unit Leader.
Be nice and demonstrate care and compassion to reduce unnecessary fear and anxiety in the community.
Concentrate efforts and resources to Park Vista Division.
Situation Unit Leader will obtain current information from Dockweiler RV Park.
Continue to communicate with at risk community via Outreach Group.

#### External Operations Impacting El Segundo

**Dockweiler RV Park:** LA County OEM/LA County Dept of Health is utilizing Dockweiler RV Park as an isolation zone for people who have COVID-19 and have no place to self-isolate. There are 110 Recreational Vehicles stationed in the park to be used for those who need to be isolated. El Segundo residents should avoid this area entirely and not go north of 12505 Vista Del Mar (the Youth Center and Beach Café). As of 3/30/20 at 1400 hours, there are 23 individuals being isolated in the RV Park.

#### Resource Requests

Resource	Purpose or Agency	Date of Request	Status
Health Screening Team	Screening at Park Vista	03/20/2020	Open/Unfilled

#### Resources

City of El Segundo	<a href="http://www.elsegundo.org">www.elsegundo.org</a>
El Segundo Unified School District	<a href="https://www.elsegundousd.net">https://www.elsegundousd.net</a>
Wiseburn Schools	<a href="https://www.wiseburn.org">https://www.wiseburn.org</a>
Vistamar School	<a href="https://www.vistamarschool.org">https://www.vistamarschool.org</a>
Da Vinci Schools	<a href="https://www.davincischools.org">https://www.davincischools.org</a>
LA County Department of Health	<a href="http://publichealth.lacounty.gov">http://publichealth.lacounty.gov</a>
California Department of Public Health	<a href="https://www.cdph.ca.gov">https://www.cdph.ca.gov</a>



<b>ICS 203 - Organization Assignment List</b>		Version Name: 3/29/2020 08:00:00	
Incident Name: El Segundo COVID-19		Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Command</b>		<b>Operations Section</b>	
Incident Commander	Deena Lee	Operations Section Chief	Dan Kim
Safety Officer	Victor Morales	Law Enforcement Group Supervisor	Hugo Perez
Public Information Officer	Kristen Miller	Fire and Rescue Group Supervisor	Evan Siefke
Liaison Officer	Meredith Petit	CERT Task Force Leader	Geoffrey Gerny
Technical Specialist	Randal Collins	Public Works Group Supervisor	Lufan Xu
Assistant Liaison Officer (City Council)	Aaron Corkins	Outreach Group Supervisor	Ryan Delgado
Assistant Liaison Officer (Business)	Cristina Reveles	Park Vista Division Supervisor	Ryan Delgado
Assistant Liaison Officer (Schools)	Melissa McCollum	<b>Finance Section</b>	
Assistant Liaison Officer (Service Organizations)	Meredith Petit	Finance Section Chief	Dave Davis
Joint Information Center Manager	Soraya Sutherlin	Deputy Finance Section Chief	Carol Lynn Uner
<b>Planning Section</b>		Time Unit Leader	Darryl Felder
Planning Section Chief	Shawn Green	Procurement Unit Leader	Lennis Gomez
Deputy Planning Section Chief	Matthew Pederson	Compensation/Claims Unit Leader	David Serrano
Resource Unit Leader	Leslie Campbell	Human Resources Specialist	Dana Hang
Situation Unit Leader	Luke Muir	Equipment Time Reporter	Julissa Solano
Field Observer		Cost Unit Leader	Vicky Cao
Documentation Unit Leader/Admin Assistant	Kristina Kora Beckman/Adrianna Muro		
Environmental Unit Leader			
Demobilization Unit Leader			
Technical Specialist	Steve Heil		
Technical Specialist	Mike Sandwick		
<b>Logistics Section</b>			
Logistics Section Chief	Tim Harris		
Support Branch Director			
Supply Unit Leader	Lisa Bruto		
Facilities Unit Leader	Jorge Prado		
Ground Support Unit Leader	Greg Booras		
Service Branch Director			
Communications Unit Leader	David Gray		
Medical Unit Leader	Andrew Powell		
Food Unit Leader			
<b>Other Sections / Positions</b>			
<b>Section</b>		<b>Position</b>	<b>Person</b>
Operations Section		Volunteer Coordinator	Eloise Mendez
<b>ICS 203 - Organization Assignment List</b>		Prepared By Matthew Pederson, Updated 03/30/2020 17:55 UTC -7: PP	
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<b>ICS 204 - Assignment List</b>				Group: Fire	
Incident Name: El Segundo COVID-19				Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Operations Personnel</b>					
<b>Position</b>	<b>Name</b>	<b>Affiliation</b>	<b>Contact Number(s)</b>	<b>Work Shift</b>	
Operations Section Chief	Dan Kim				
Fire Group Supervisor	Evan Siefke	Fire Group Supervisor	626-590-1828		
<b>Resources Assigned</b>					
<b>Identifier</b>	<b>Leader</b>	<b>#</b>	<b>Contact Number(s)</b>	<b>Reporting Location, Instructions, Notes</b>	
Engine 31	Gritzmacher	3	[REDACTED]	314 Main Street, (FS#1)	
Rescue Ambulance 31	Lees	2	[REDACTED]	314 Main Street, (FS#1)	
Engine 32	Allee	3	[REDACTED]	2261 E Mariposa, (FS#2)	
Rescue Ambulance 32	Mackprang	2	[REDACTED]	2261 E Mariposa, (FS#2)	
Truck 32	Dennis	3	[REDACTED]	2261 E Mariposa, (FS#2)	
Task Force CERT	Gerny	1	[REDACTED]	2261 E Mariposa, (FS#2)	
<b>Assignments</b>					
Provide all-hazard emergency response to provide for life safety, incident stabilization, and property conservation. Provide for health and welfare of response personnel. Provide EMS services in accordance with evolving Los Angeles County protocol and COVID-19 practices. Don proper PPE to prevent spread of COVID-19 virus. Practice social distancing. Practice personal hygiene to reduce spread of communicable diseases. Adhere to up-to-date CDC guidelines.					
<b>Special Instructions</b>					
Keep non-essential personnel out of the department work spaces. Maintain six (6) feet of separation. Increase situational awareness when triaging patients suspected of COVID-19 (CDC guidelines). Monitor personnel every morning for symptoms of illness, if sick, notify the on duty BC and send home. Conduct IMT temperature checks at the EOC by 0730. Conduct suppression temperature checks at 0700 and 1900 daily. Forward completed document to on duty Battalion Chief after evening check.					
<b>Communications</b>					
<b>Name / Function</b>		<b>Contact Details</b>			
Fire Dispatch		Primary Contact: Indicate cell, pager, or radio (frequency/system/channel) 310-978-1987 or 310-466-2833.			
Fire Tactical / Command 2/Tac 3		South Bay Dispatch			
CAL CORD		Mutual Aid			
<b>Special Site-Specific Safety Considerations</b>					
When possible practice stringent social distancing.					
<b>ICS 204 - Assignment List</b>			Prepared By Matthew Pederson, Updated 03/30/2020 15:45 UTC -7: PP		
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<b>ICS 204 - Assignment List</b>				Group: Law Enforcement	
Incident Name: El Segundo COVID-19				Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Operations Personnel</b>					
<b>Position</b>	<b>Name</b>	<b>Affiliation</b>	<b>Contact Number(s)</b>	<b>Work Shift</b>	
Operations Section Chief	Dan Kim				
Law Enforcement Supervisor	Hugo Perez	Patrol Lieutenant	909-319-5524		
<b>Resources Assigned</b>					
<b>Identifier</b>	<b>Leader</b>	<b>#</b>	<b>Contact Number(s)</b>	<b>Reporting Location, Instructions, Notes</b>	
Graveyard Patrol	Sgt Atkinson	7	[REDACTED]	ESPD	
Day Shift Patrol	Sgt de la Rambelje	5	[REDACTED]	ESPD	
Swing Shift Patrol	Sgt Browning	7	[REDACTED]	ESPD	
Traffic	Lt Garcia	3	[REDACTED]	ESPD	
Investigations	Sgt McShane	5	[REDACTED]	ESPD	
<b>Assignments</b>					
<p>Provide continued police response to protect property, provide security for residents and business owners, maintain high visibility residential patrols, reinforce park closures and monitor / safeguard all city buildings and facilities.</p> <p>Maintain situational awareness and supervisory notifications as needed.</p> <p>Provide mutual aid response to neighboring cities when requested, while maintaining minimum staffing within the City of El Segundo.</p> <p>Don proper PPE when necessary to prevent the spread of COVID-19 virus.</p> <p>Practice social distancing whenever practical.</p> <p>Practice personal hygiene and hand washing to prevent the spread of communicable diseases.</p> <p>Adhere to all directives from the Chief of Police related to patrol deployments.</p> <p>Adhere to CDC directives related to COVID-19 precautions.</p>					
<b>Special Instructions</b>					
<p>Do not respond to routine medical/rescue calls unless criminal activity is suspected or when requested by ESFD. If responding, don PPE equipment and limit number of officers as needed.</p> <p>Keep non-essential personnel out of department work spaces.</p> <p>Patrol in single officer units unless assigned as a training vehicle.</p> <p>Maintain six (6) feet of separation.</p> <p>Complete self temperature check when first entering the police facility. Any temperature over 100.4 degrees shall be reported to your supervisor.</p> <p>Monitor each other for signs of mental fatigue and mental health.</p>					
<b>Communications</b>					
<b>Name / Function</b>		<b>Contact Details</b>			
Zone 1 Channel 1 - El Segundo PD 1		RCC Dispatch 310-524-2761			
Zone 1 Channel 4 - El Segundo PD Access Channel - Backup and use for LAPD and LASD Air Support					
Zone 1 Channel 2 - El Segundo PD 2 Tactical Channel					
<b>ICS 204 - Assignment List</b>				Updated 03/30/2020 16:49 UTC -7:00	
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<b>ICS 204 - Assignment List</b>				Group: Public Works	
Incident Name: El Segundo COVID-19				Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Operations Personnel</b>					
<b>Position</b>	<b>Name</b>	<b>Affiliation</b>	<b>Contact Number(s)</b>	<b>Work Shift</b>	
Operations Section Chief	Dan Kim				
Public Works Group Supervisor	Ron Fajardo		714-884-9953		
<b>Resources Assigned</b>					
<b>Identifier</b>	<b>Leader</b>	<b>#</b>	<b>Contact Number(s)</b>	<b>Reporting Location, Instructions, Notes</b>	
Street Strike Team	Beto Moreno	6	[REDACTED]	City Yard	
Water Strike Team	Anthony Esparza	8	[REDACTED]	Water Facility	
Wastewater Strike Team	Ron Campbell	6	[REDACTED]	Water Facility	
<b>Assignments</b>					
<p>Maintain streets and keep public right of ways clear.</p> <p>Conduct water sampling to insure water is potable.</p> <p>Maintain and service pumping stations to ensure functionality daily.</p> <p>Remove any downed trees that are on city property and easements.</p> <p>Place any emergency signage throughout the city when needed. Maintain a trailer with signs that can be deployed quickly.</p> <p>Maintain and insure wastewater systems are functioning and compliant with all applicable city and state codes.</p> <p>Responsible to remove any debris from city streets and walkways.</p>					
<b>Special Instructions</b>					
<p>Don proper PPE when necessary to prevent the spread of COVID-19 virus.</p> <p>Practice social distancing whenever practical.</p> <p>Practice personal hygiene and hand washing to prevent the spread of communicable diseases.</p> <p>Adhere to all directives from the Public Works Group Supervisor.</p> <p>Adhere to CDC directives related to COVID-19 precautions.</p> <p>For after hours call-outs, please call Beto Moreno at 310-877-0091.</p>					
<b>Communications</b>					
<b>Name / Function</b>		<b>Contact Details</b>			
City Maintenance Facility (Mon-Thur)		310-524-2709			
<b>ICS 204 - Assignment List</b>			Prepared By Raymond Garcia, Updated 03/30/2020 16:47 UTC -7:00 PP		
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<b>ICS 204 - Assignment List</b>				Group: Outreach Group	
Incident Name: El Segundo COVID-19				Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Operations Personnel</b>					
<b>Position</b>	<b>Name</b>	<b>Affiliation</b>	<b>Contact Number(s)</b>	<b>Work Shift</b>	
Operations Section Chief	Dan Kim				
Outreach Group Supervisor	Linnea Palmer				
<b>Resources Assigned</b>					
<b>Identifier</b>	<b>Leader</b>	<b>#</b>	<b>Contact Number(s)</b>	<b>Reporting Location, Instructions, Notes</b>	
Outreach Strike Team	Ben Martinez	4	[REDACTED]	Joslyn Center	
<b>Assignments</b>					
Provide Meals on Wheels and essential transportation. Maintain a staff donation needs call line. Coordinate citizen needs w/ Rotary club for grocery and medication pick up.					
<b>Special Instructions</b>					
<p>Don proper PPE when necessary to prevent the spread of COVID-19 virus.</p> <p>Practice social distancing whenever practical.</p> <p>Practice personal hygiene and hand washing to prevent the spread of communicable diseases.</p> <p>Adhere to all directives from the Public Works Group Supervisor.</p> <p>Adhere to CDC directives related to COVID-19 precautions.</p>					
<b>Special Site-Specific Safety Considerations</b>					
<ol style="list-style-type: none"> <li>1. The primary hazard is exposure to COVID-19 virus.</li> <li>2. Maintain 6 foot social distance.</li> <li>3. Wash hands with soap and water for at last 20 seconds after using the restroom, before eating and after touching face. Use hand disinfectant throughout the day.</li> <li>4. Use sunscreen.</li> <li>5. Perform self-check at the beginning of shift, fill out self-check form and give form to Park Vista Supervisor.</li> <li>6. Food and packages will be dropped off at Main Entrance or door of Meals on Wheels recipient. ESRP staff will follow safe lifting practices.</li> <li>7. If ESRP staff does residential unit delivery, they are not to contact residents.</li> <li>8. ESRP staff to only use unoccupied elevators.</li> </ol>					
<div style="height: 300px; border: 1px solid black;"></div>					
<b>ICS 204 - Assignment List</b>			Prepared By Ryan Delgado, Updated 03/30/2020 16:41 UTC -7:00 PP		
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<b>ICS 204 - Assignment List</b>			Division: Park Vista Division	
Incident Name: El Segundo COVID-19			Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Operations Personnel</b>				
<b>Position</b>	<b>Name</b>	<b>Affiliation</b>	<b>Contact Number(s)</b>	<b>Work Shift</b>
Operations Section Chief	Dan Kim			
Park Vista Division Supervisor	Ryan Delgado			
<b>Resources Assigned</b>				
<b>Identifier</b>	<b>Leader</b>	<b>#</b>	<b>Contact Number(s)</b>	<b>Reporting Location, Instructions, Notes</b>
Joslyn Staff	Wilson, Terrance	2	[REDACTED]	Joslyn Center
<b>Assignments</b>				
Handle all medication deliveries to Park Vista, follow safety plan and mitigate Covid-19 at the facility.				
<b>Special Instructions</b>				
Perform temperature check and safety briefing prior to reporting to facility. Maintain stringent social distance. Don't directly contact recipients. Place all supplies at a drop point for recipients.				
<b>Tactical Objectives</b>				
<ul style="list-style-type: none"> <li>- Follow safety plan communicated to building management and enforce site safety plan for Park Vista.</li> <li>- Follow plan for Park Vista resident if they were to show COVID-19 symptoms to Park Vista management.</li> <li>- Follow rules set in place by Safety Officer for the Site Safety Plan to mitigate exposure to Park Vista Residents.</li> <li>- Establish a liaison to LA Public County of Health or find alternative medical services.</li> <li>- Continue to distribute and receive self check to staff delivering to Park Vista.</li> <li>- Continue daily communications to check on status of Park Vista residents and their needs.</li> <li>- Continue with Park Vista delivery check point to monitor all grocery, medication, food or other deliveries.</li> <li>- Begin to survey entertainment needs of Park Vista residents and distribute Library book and video rental program information.</li> <li>- Establish plan to distribute devices and numbers to volunteers to check on status of residents.</li> </ul>				
<b>Special Site-Specific Safety Considerations</b>				
<ol style="list-style-type: none"> <li>1. The primary hazard is exposure to COVID-19 virus.</li> <li>2. Maintain 6 foot social distance.</li> <li>3. Wash hands with soap and water for at last 20 seconds after using the restroom, before eating and after touching face. Use hand disinfectant throughout the day.</li> <li>4. Use sunscreen.</li> <li>5. Medical monitoring will be at the beginning of shift, a temperature scan and evaluation by medical staff at ESPD.</li> <li>6. Food and packages will be dropped off at Main Entrance to ESRP staff. ESRP staff will decontaminate packages and place in bins following safe lifting practices.</li> <li>7. If ESRP staff does residential unit delivery, they are not to contact residents.</li> <li>8. ESRP staff to only use unoccupied elevators.</li> </ol>				
<b>ICS 204 - Assignment List</b>			Prepared By Ryan Delgado, Updated 03/30/2020 16:40 UTC -7:00 PP	
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ICS 205 - Radio Communications	Version Name: 03/27/2020 16:30:07
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Incident Name: El Segundo COVID-19	Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]
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Radio Channel Information	

Ch #	Function	Channel Name/ Trunked Radio System Talkgroup	Assignment	Rx Freq N/W	Rx Tone/NAC	Tx Freq N/W	Tx Tone/NAC	Mode	Remarks
Police 4	Access Channel	SB Access							Analog
Police 3	Secondary TAC-Direct	Direct							Talk Around
Police 2	Primary TAC	ELS TAC							Talk Around
Fire 8	RIC TAC	ELS RIC TAC							Regional
Fire 4	Secondary Tac-Direct	ELS TAC 4D							Talk Around
Fire 3	Primary Tactical	ELS TAC 3							Fire Fighters Incident
Fire 2	Command Channel	ELS Command 2							Command Channel
Fire 16	Access Channel	SB Access							Analog
Fire 1	Dispatch Channel	South Bay Dispatch							Primary
Police 1	Dispatch Channel	ELS PD 1							Primary

**Special Radio Instructions**

<b>ICS 206 - Medical Plan</b>	Version Name: 03/27/2010
Incident Name: El Segundo COVID-19	Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]

Medical Aid Stations				
Name	Location	Paramedic On Site	Phone	Radio
None		<input type="checkbox"/>		

Transportation (Ground and/or Air Ambulance Services)					
Ambulance Service	Location	Phone	Radio	Air	ALS
El Segundo Fire Department		Ph1: 310-524-2269	South Bay Dispatch	<input type="checkbox"/>	<input checked="" type="checkbox"/>
McCormick Ambulance		Ph1: 310-349-8900	South Bay Dispatch	<input type="checkbox"/>	<input checked="" type="checkbox"/>
American Medical Response, Inc		Ph1: 877-808-2100	South Bay Dispatch	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Hospitals								
Hospital	Location	Phone	Radio	Air Travel Time	Ground Travel Time	Trauma Center	Helipad	Burn Center
Centinela Hospital Medical Center	555 East Hardy Street Inglewood, CA 90301 33.949085, -118.347862	310-673-4660	South Bay Dispatch		15 min		<input type="checkbox"/>	<input type="checkbox"/>
Marina Del Rey Hospital	4650 Lincoln Blvd Marina Del Rey, CA 90291 33.981731, -118.440155	310-823-8911	South Bay Dispatch		15 min		<input type="checkbox"/>	<input type="checkbox"/>
Providence Little Company Of Mary Med Ctr Torrance	4101 Torrance Blvd Torrance, CA 90503 33.837578, -118.357559	310-303-6617	South Bay Dispatch		15 min		<input type="checkbox"/>	<input type="checkbox"/>
Kaiser Foundation Hospital - West LA	6041 Cadillac Ave Los Angeles, CA 90034 34.037991, -118.376244	213-857-2201	South Bay Dispatch		30 min		<input type="checkbox"/>	<input type="checkbox"/>
Torrance Memorial Medical Center	3330 Lomita Blvd Torrance, CA 90509 33.812679, -118.343826	310-325-9110	South Bay Dispatch		30 min		<input type="checkbox"/>	<input checked="" type="checkbox"/>
Lac/Harbor-UCLA Med Center	1000 W Carson St Torrance, CA 90502 33.831581, -118.294548	310-222-2101	South Bay Dispatch		30 min	I	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ronald Reagan UCLA Medical Center	757 Westwood Plaza Los Angeles, CA 90095 34.066219, -118.445343	310-825-6301	South Bay Dispatch		45 min	I	<input checked="" type="checkbox"/>	<input type="checkbox"/>

ICS 206 - Medical Plan	Version Name: 03/27/2010
Incident Name: El Segundo COVID-19	Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]

#### Hospitals

Hospital	Location	Phone	Radio	Air Travel Time	Ground Travel Time	Trauma Center	Helipad	Burn Center
Kaiser Foundation Hospital - South Bay	25825 South Vermont Avenue Harbor City, CA 90710 33.788624, -118.294365	310-517-6441	South Bay Dispatch		45 min		<input type="checkbox"/>	<input type="checkbox"/>

#### Special Medical Emergency Procedures

**The priority of this medical plan will be to provide for health and safety of public, first responders, and city employees.**

- If at any time you feel it is necessary, contact 911 and request Fire/Paramedics. Be prepared to provide location and nature of the emergency.
- If you feel that the nature of the incident or injury is related to either having and/or being exposed to COVID-19 **please tell the 911 dispatcher.**
- If at any point you feel you are displaying the signs/symptoms of having Covid-19 (Fever, Cough, Shortness of breath, other flu like symptoms, etc.) **do not come into work** and follow your departments sick use policy/procedure to notify a supervisor. While at home contact your personal Physician and Self Isolate until directed otherwise by a Doctor.
- If the incident does not require immediate assistance from Fire/Paramedics, or can be handled as a standard workplace injury/illness follow your departments IDO/Injury/Illness on duty Policy and seek care as directed by your supervisor.
- Supervisor's responsibility throughout the COVID-19 incident is to notify the Safety Officer and the Medical Unit Leader of any injuries and illnesses that involve employees of the City.

**All El Segundo Fire Department personnel will adhere to and follow the attached guidelines established by the Medical Unit Leader.**

- El Segundo Fire Department COVID-19 Response / Screening / Decision-Making Guidelines
- El Segundo Fire Department COVID-19 Response / Mitigation / Reporting for Exposure Decision / Return-to-Work Guidelines
- El Segundo Fire Department COVID-19 Employee Illness Decision Making Guideline

The health and safety of all Incident Management Team members is a priority. All IMT Members will follow the guidelines established by the Medical Unit Leader. The established guidelines will provide for patient monitoring, treatment, transport, testing, notifications, and follow-ups. In the event of a medical emergency related to COVID-19, provide the following information to your Section Chief and/or Unit Leader.

ICS 206 - Medical Plan	Prepared By Andy Powell, Updated 03/30/2020 17:54 UTC -7:00 PP
INCIDENT ACTION PLAN SOFTWARE™ Printed 03/30/2020 17:58 UTC -7:00	2 of 3 © TRG

**ICS 206 - Medical Plan**

Version Name: 03/27/2010

Incident Name: El Segundo COVID-19

Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]

1. A designated Paramedic from the El Segundo Fire Department will monitor all members for signs and symptoms related to the COVID-19 by 0715 each day of each operational period. According to the CDC, signs and symptoms include but are not limited to fever, dry cough and difficulty breathing.
  - A general question/answer assessment along with temperature check via infrared thermometers will be conducted each day.
  - All members must report any medical illness immediately.
  - If life threatening, then request that the designated frequency be cleared for emergency traffic.
2. All patient treatment will be guided by the patients chief complaint and directed by the El Segundo Fire Department.
3. All patient hospital transportation will be guided by the El Segundo Fire Department in accordance with LA County Department of Health Services transportation policies Ref. 500, 1142 / 1142.1.
  - Hospital destinations will be notified of a possible COVID-19 patient being transported to their facility.
  - Patients will be transported to the most accessible receiving hospital.
  - Private ambulance company personnel will adhere to these procedures as well.
4. All patients exhibiting signs and symptoms of COVID-19 will be tested by a third party testing laboratory.
  - A self-administered testing kit will be administered by an approved nurse/paramedic and sent to Quest Laboratories for the testing of COVID-19.
  - The Medical Unit Leader will be responsible for overseeing and administering the test kits as needed.
5. All proper notifications will be made by the Medical Unit Leader.
  - Notification to Dr. Marc Cohen, El Segundo Fire Department Medical Director.
  - Notification to the CDC.
6. All patient follow-ups will be conducted by the Medical Unit Leader, Dr. Cohen, and Hospitals Pre-hospital Care Coordinator.
  - Health Insurance Portability and Accountability Act laws and procedures will be adhered to.



# EL SEGUNDO FIRE DEPARTMENT

## COVID-19 RESPONSE

### SCREENING & DECISION-MAKING GUIDELINES

#### 911 DISPATCH (SBRCA) PRESCREEN FOR COVID-19

Patient exhibiting any of the following symptoms:

- Fever ( $> 100.4$ ), PT reports feeling febrile, Cough, or Shortness of Breath?
- Is patient or close contact undergoing testing or has tested positive for COVID-19, in the past 21 days?
- International travel in the past 21 days?

YES

**Patient Person:** Full PPE to include:  
Safety Glasses, N95, Gown, and Gloves.

**1-In/4-Out:** Patient person obtains specifics about travel and symptoms without entering location (if possible).  
Maintain social distancing. "Captain to manage needed resources".

NO

**Required PPE:** Safety glasses, N95, Gloves.  
**Field Screening:** From exterior of front door, if possible, PM shall confirm prescreen questions are negative. If field screening CVQ's confirmed **No**, go to **REDUCED RISK**. If any Field Screening CVQ's **YES**, go to Prescreen **YES** and follow ESFD protocols. "Captain to manage needed resources".

**Determine Risk Based on Assessment:** Fever ( $>100.4$ ) and/or Feeling Febrile, Cough, or Shortness of Breath.  
**Ask if:** Patient or close contact undergoing testing or has tested positive for COVID-19, in the past 21 days?  
**Ask if:** Any International travel within the last 21 days?

**Determine if COVID-19 RISK...**

YES – POTENTIAL HIGH-RISK

**1-In/4-Out:** Full PPE to include: Safety Glasses, N95, Gown, and Gloves for all personnel assisting in patient care. Place surgical mask on patient ASAP. Maintain social distancing. Do not sit or lean on interior surfaces.  
**Prior to entry into apparatus:** doff and dispose of all PPE in approved **Bio-Hazardous (RED) Bag** and sanitize personnel hands.

NO – REDUCE RISK

**1-In/4-Out:** Required PPE to include: Safety Glasses, N95, and Gloves for all personnel assisting with patient care. Place surgical mask on patient ASAP. Maintain social distancing. Do not sit or lean on interior surfaces. May reuse your own N95. Store in paper/cloth bag.

- Surgical masks placed on patient as soon as possible.
- Full PPE & N95 or higher-level respirator required when performing high-risk aerosolizing procedures. (BVM, CPAP, Nebulizer, Suction)
- Notify receiving hospital of potential COVID-19 patient. Follow hospital procedures for transfer of patient.
- Ambulance transport – limit personnel and no family in ambulance, if possible. If family riding, mask required.
- Decontaminate all surfaces/equipment prior to going back in service. Properly doff and dispose of PPE in approved **Bio-Hazardous (RED) bag**.
- Document in ePCR narrative to include:
  - Masking of patient, type of PPE worn by each crew member
  - Primary or Secondary Impression/ COVID-19
- Make notifications (Supervisor, On-Duty BC, EMS Division).

**Personnel not needed for direct patient care:** Stay outside the patients door, room, ambulance, no physical contact with patient, maintain social distancing throughout response. If applicable, stay upwind. Pass only essential EMS.

**\*\*Fever may not be present in all patients; those who are immuno-compromised, very young, elderly, or taking fever-lowering medications.**



# EL SEGUNDO FIRE DEPARTMENT

## COVID-19 EMPLOYEE ILLNESS

### DECISION-MAKING GUIDELINES

CDC GUIDELINES FOR SIGNS AND SYMPTOMS OF COVID-19 INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- FEVER ( $> 100.4$  F.), SPIKE IN FEVER
- DRY COUGH
- SHORTNESS OF BREATH

GENERAL ILLNESS SIGNS AND SYMPTOMS INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

- MILD FEVER ( $< 100.4$  F.) NO SPIKE IN FEVER
- FLU LIKE SYMPTOMS
- COLD/CONGESTION/PRODUCTIVE COUGH/SORE THROAT

#### EMPLOYEE ILLNESS ON-DUTY:

##### NOTIFICATIONS:

- IMMEDIATE SUPERVISOR
- ON-DUTY BC
- EMS DIVISION (DR. COHEN, EMS BC, DICO, PM COORDINATOR)

EMPLOYEE REMOVED FROM DUTY AND ISOLATED (preferably in dorm room at fire station).

EMS DIVISION (DR. COHEN OR PM COORDINATOR) WILL CONTACT THE EMPLOYEE TO DETERMINE IF COVID-19 TESTING SHOULD BE DONE

#### NO COVID-19 TEST

EMPLOYEE SENT HOME TO SELF MONITOR SYMPTOMS. ANY CHANGES IN SYMPTOMS CONSISTENT WITH THE CDC GUIDELINES FOR COVID-19, CONTACT THE EMS DIVISION IMMEDIATELY

- IT'S BEEN AT LEAST (3) DAYS (72 HRS) SINCE LAST SYMPTOMS (defined as fever less than 99.9 without fever reducing medications) AND ASYMPTOMATIC.
- AT LEAST SEVEN (7) DAYS HAVE PASSED SINCE SYMPTOMS FIRST APPEARED.
- IOD & ADMINISURE NOTIFICATION

EMPLOYEE BACK TO WORK

#### YES COVID-19 TEST

EMS DIVISION (DR. COHEN OR PM COORDINATOR) WILL CONTACT TESTING AGENCY TO ADMINISTER COVID-19 TEST AT THE FIRE STATION. IF EMPLOYEE IS UNABLE TO REMAIN AT THE FIRE STATION, TESTING WILL BE CONDUCTED AT ALTERNATE LOCATION

#### POSITIVE COVID-19 TEST

- 14 DAY EMPLOYEE QUARANTINE TO HOME OR ALTERNATE DESTINATION (DETERMINED BY ADMINISTRATION)
- IOD & EXPOSURE DOCUMENTATION
  - DWC1 & ADMINISURE

QUARANTINE UNTIL ASYMPTOMATIC, PLUS 3 DAYS (72 HRS.), NOT LESS THAN 14 DAYS WITH NO FEVER REDUCING MEDICATION, AND MUST HAVE (2) NEGATIVE COVID-19 TESTS GIVEN (2) DAYS APART.

#### EMPLOYEE ILLNESS OFF-DUTY:

##### NOTIFICATIONS:

- ON-DUTY BC
- EMS DIVISION (DR. COHEN, EMS BC, DICO, PM COORDINATOR)

EMPLOYEE MUST REMAIN AT HOME AND SELF MONITOR SYMPTOMS. ANY CHANGES IN SYMPTOMS CONSISTENT WITH THE CDC GUIDELINES FOR COVID-19, CONTACT THE EMS DIVISION IMMEDIATELY TO DETERMINE IF COVID-19 TESTING SHOULD BE DONE

#### NO COVID-19 TEST

- IT'S BEEN AT LEAST (3) DAYS (72 HRS) SINCE LAST SYMPTOMS (defined as fever less than 99.9 without fever reducing medications) AND ASYMPTOMATIC.
- AT LEAST SEVEN (7) DAYS HAVE PASSED SINCE SYMPTOMS FIRST APPEARED
- IOD & ADMINISURE NOTIFICATION

EMPLOYEE BACK TO WORK

**\*\*ALL EMPLOYEE ILLNESSES WILL BE MONITORED BY THE EMS DIVISION (Dr. Cohen, EMS BC, DICO, and PM Coordinator). ALL BATTALION CHIEFS FOR REHIRE PURPOSES. ALL CRITERIA FOR RETURN-TO-WORK PROCEDURES ARE GUIDED BY THE CDC AND CAN BE FOUND ON THE FOLLOWING LINK:**

<https://www.cdc.gov/coronavirus/2019-ncov/healthcare-facilities/hcp-return-work.html>



# EL SEGUNDO FIRE DEPARTMENT

## COVID-19 RESPONSE / MITIGATION / REPORTING

### EXPOSURE DECISION / RETURN TO WORK GUIDELINES

#### 911 DISPATCH (SBRCA) PRESCREEN FOR COVID-19

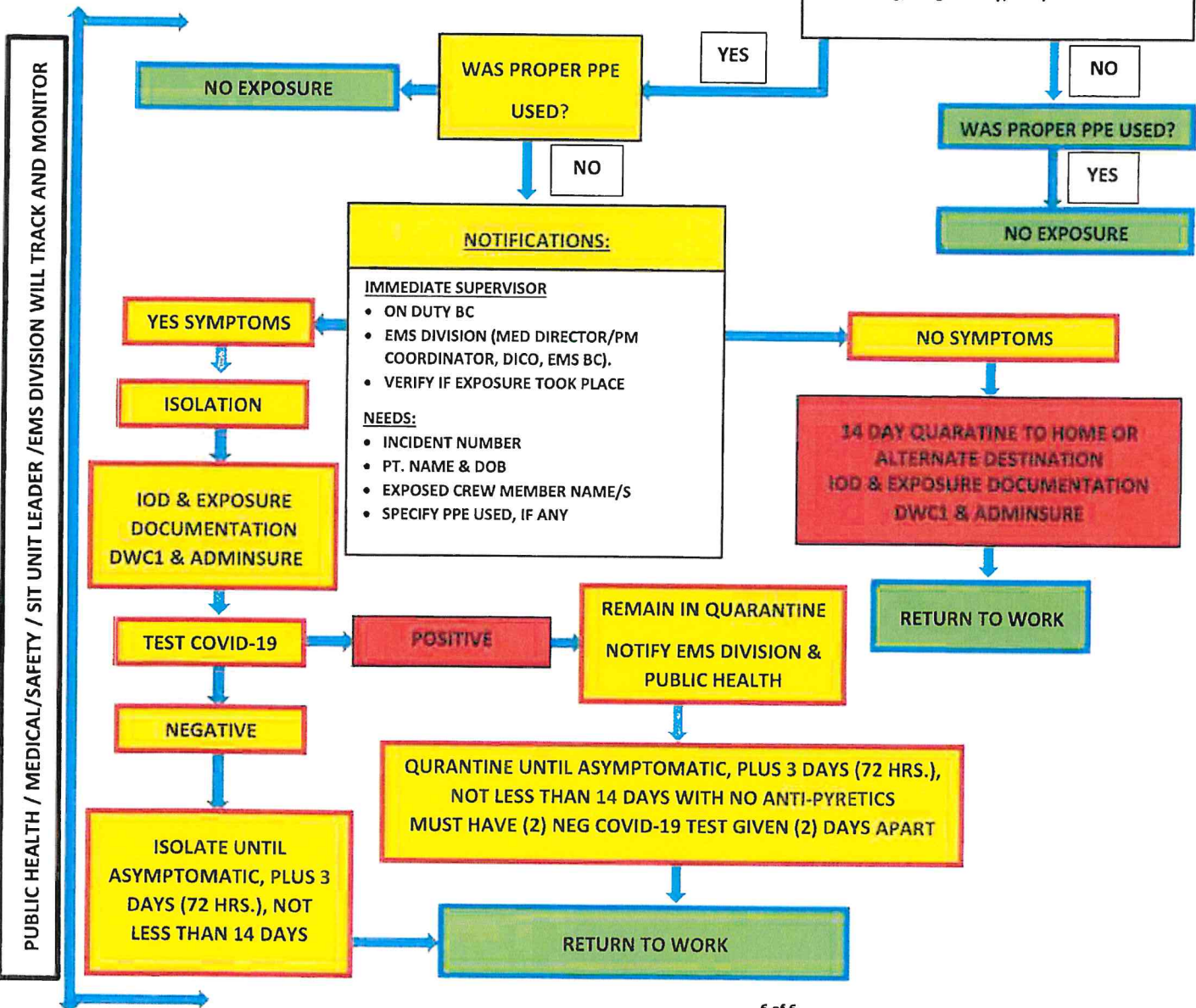
##### PATIENT EXHIBITING ANY OF THE FOLLOWING SYMPTOMS:

- FEVER (> 100.4), PT REPORTS FEELING FEBRILE, COUGH, OR SHORTNESS OF BREATH?
- IS PATIENT OR CLOSE CONTACT UNDERGOING TESTING OR HAS TESTED POSITIVE FOR COVID-19, IN THE PAST 21 DAYS?
  - INTERNATIONAL TRAVEL WITHIN THE PAST 21 DAYS?

#### SUSPECTED COVID-19 PATIENT

1 PM - FIELD SCREENING AND/OR INTERVENTIONS USED

- BEEN IN CONTACT WITH KNOWN CASE?
- BEEN IN AN IDENTIFIED HIGH RISK FACILITY?
- TESTED POSITIVE FOR COVID-19?
- SUSPICION PATIENT HAS COVID 19?
- WAS A HIGH-RISK INTERVENTION USED? (e.g., nebulized albuterol, BVM, CPAP, suctioning, king airway, etc.)



<b>ICS 208 - Site Safety Plan</b>				Version Name: 3/31/2020 to 4/1/2020			
Incident Name: El Segundo COVID-19				Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]			
Applies to Site:							
<b>Site Characterization</b>							
Water		Land		Weather		Mostly Sunny	
Wave Height		Land Use		Air Temp		63 Fahrenheit	
Speed				Wind Speed		7 mph	
Direction				Direction		W	
<b>Site Hazards</b>							
Yes	No	Hazards	Yes	No	Hazards	Yes	No
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Boat Safety	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Fire, Explosion, In-situ Burning	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Chemical Hazards	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Heat Stress	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Cold Stress	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Helicopter Operations	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Confined Spaces	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lifting	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Drum Handling	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Motor Vehicles	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Equipment Operations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Noise	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Electrical Operations	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Overhead/Buried Utilities	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fatigue	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Plants/Wildlife	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Work Near Water		
<b>Air Monitoring Limits</b>							
Oxygen Level				Hydrogen Sulfide			
LEL				Benzene			
				Total Hydrocarbons			
<b>Engineering Controls</b>							
<input type="checkbox"/> Source of release secured		<input type="checkbox"/> Valve(s) closed		<input type="checkbox"/> Energy sources locked/tagged out			
<input type="checkbox"/> Site secured		<input type="checkbox"/> Facility shut down					
<b>Personal Protective Equipment Required</b>							
<input type="checkbox"/> Impervious suit		<input type="checkbox"/> Flame resistant clothing		<input checked="" type="checkbox"/> Eye protection			
<input checked="" type="checkbox"/> Inner gloves		<input type="checkbox"/> Hard hats		<input type="checkbox"/> Personal flotation			
<input type="checkbox"/> Outer gloves		<input type="checkbox"/> Respirators		<input type="checkbox"/> Boots			
<b>Additional Control Measures Established</b>							
<input type="checkbox"/> Decontamination		<input type="checkbox"/> Illumination		<input type="checkbox"/> Additional stations established			
<input type="checkbox"/> Sanitation		<input type="checkbox"/> Medical surveillance		<input type="checkbox"/> Facilities provided			
<b>Work Plan</b>							
<input type="checkbox"/> Booming		<input type="checkbox"/> Excavation		<input type="checkbox"/> Hot work			
<input type="checkbox"/> Skimming		<input type="checkbox"/> Heavy equipment		<input type="checkbox"/> Appropriate permits used			
<input type="checkbox"/> Vac trucks		<input type="checkbox"/> Sorbent pads					
<input type="checkbox"/> Pumping		<input type="checkbox"/> Patching					
<b>Training</b>							
<input type="checkbox"/> Verified site workers trained per local/federal regulatory requirements				<b>Training Requirements</b>			
<b>Organization</b>							
Position	Name	Telephone/Radio	Position	Name	Telephone/Radio		
Deputy Incident Commander			Safety Officer	Victor Morales			
<b>ICS 208 - Site Safety Plan</b>							
Prepared By Victor Morales, Updated 03/30/2020 16:42 UTC -7:00 PP							
INCIDENT ACTION PLAN SOFTWARE™		Printed 03/30/2020 17:07 UTC -7:00		1 of 2		© TRG	

<b>ICS 208 - Site Safety Plan</b>				Version Name: 3/31/2020 to 4/1/2020					
Incident Name: El Segundo COVID-19				Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]					
Incident Commander		Deena Lee		Operations Section Chief		Dan Kim			
<b>Emergency Plan</b>									
<input type="checkbox"/>	Fire Prevention Plan		<input type="checkbox"/>	Evacuation Plan					
<input type="checkbox"/>	Alarm System		<input type="checkbox"/>	First Aid Location					
<b>Notifications</b>									
Facility			Phone		Facility			Phone	
<input checked="" type="checkbox"/>	Hospital	Cedar Sinai Marina			<input checked="" type="checkbox"/>	Fire	ESFD		
<input checked="" type="checkbox"/>	Ambulance	South Bay Dispatch			<input checked="" type="checkbox"/>	Law Enforcement	ESFD		
<input checked="" type="checkbox"/>	Air Ambulance	LA Co FD			<input checked="" type="checkbox"/>	Emergency Response/Rescue	ESFD		
<b>Initial Briefing</b>									
<input checked="" type="checkbox"/>	Initial safety briefing prepared for each site								
<b>ICS 208 - Site Safety Plan</b>					Prepared By Victor Morales, Updated 03/30/2020 16:42 UTC -7:00 PP				
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ICS 208CG SSP-A-Emergency Safety and Response Plan										Version Name: 3/31/2020 to 4/1/2020															
Incident Name: El Segundo COVID-19										Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]															
Personnel																									
Safety		Contact Info		Entry Team		Backup Team		Decon Team																	
Ryan Delgado		3106589909																							
Physical Hazards and Protection																									
Animal/Plant/Insect	<input type="checkbox"/>	Biomedical waste and/or needles	<input type="checkbox"/>	Cold Stress	<input type="checkbox"/>	Confined Space	<input type="checkbox"/>	Electrical	<input type="checkbox"/>	Ergonomic	<input type="checkbox"/>														
Excavation	<input type="checkbox"/>	Fatigue	<input type="checkbox"/>	Heat Stress	<input type="checkbox"/>	Ionizing Rad	<input type="checkbox"/>	Noise	<input type="checkbox"/>	Slips/Trips/Falls	<input type="checkbox"/>														
Struck by	<input type="checkbox"/>	Violence	<input type="checkbox"/>	Water	<input type="checkbox"/>																				
Target Organs										Exposure Routes															
Biomedical <input type="checkbox"/> Blood <input type="checkbox"/> Bone <input type="checkbox"/> Carcinogen <input type="checkbox"/> Central Nervous <input type="checkbox"/> Circulatory <input type="checkbox"/> Corrosive <input type="checkbox"/> System <input type="checkbox"/> Explosive <input type="checkbox"/> Ears <input type="checkbox"/> Eyes <input type="checkbox"/> Flammable <input type="checkbox"/> Gastrointestinal <input type="checkbox"/> Heart <input type="checkbox"/> Oxidizer <input type="checkbox"/> Kidney <input type="checkbox"/> Liver <input type="checkbox"/> Radioactive <input type="checkbox"/> Lungs <input type="checkbox"/> Nose <input type="checkbox"/> Reactive <input type="checkbox"/> Respiratory <input type="checkbox"/> Skin <input type="checkbox"/> Toxic <input type="checkbox"/> Throat <input type="checkbox"/>										Absorption <input type="checkbox"/> Face Shield <input type="checkbox"/> Ingestion <input type="checkbox"/> Eyes <input type="checkbox"/> Inhalation <input type="checkbox"/> Gloves <input type="checkbox"/> Injection <input type="checkbox"/> Inner Suit <input type="checkbox"/> Membrane <input type="checkbox"/> Splash Suit <input type="checkbox"/> Level A Suit <input type="checkbox"/> SCBA <input type="checkbox"/> APR <input type="checkbox"/> SAR <input type="checkbox"/> Cartridges <input type="checkbox"/> Fire Resistance <input type="checkbox"/>															
Instruments		Action Levels		Chemical Name (s)		LEL/UEL %		Odor Thresh ppm		Ceiling IDLH		STEL/TLV		Flash Pt (F or C)		Vapor Pressure		Vapor Density		Specific Gravity		Boiling Pt (F or C)			
O2	<input type="checkbox"/>																								
CGI	<input type="checkbox"/>																								
Radiation	<input type="checkbox"/>																								
Total HCs	<input type="checkbox"/>																								
Colorimetric	<input type="checkbox"/>																								
Thermal	<input type="checkbox"/>																								
ICS 208CG SSP-A-Emergency Safety and Response Plan																									
INCIDENT ACTION PLAN SOFTWARE™										Printed 03/30/2020 17:07 UTC -7:00										1 of 3				© TRG	

ICS 208CG SSP-A-Emergency Safety and Response Plan		Version Name: 3/31/2020 to 4/1/2020	
Incident Name: El Segundo COVID-19		Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
Decontamination			
Instrument Drop Off		<input type="checkbox"/> Suit Wash	<input type="checkbox"/> Outer Suit Removal
Outer Boots/Glove Removal		<input type="checkbox"/> Decon Agent: Water	<input type="checkbox"/> SCBA/Mask Rinse
Suit/Gloves/Boot Disposal		<input type="checkbox"/> Bottle Exchange	<input type="checkbox"/> Inner Glove Removal
		<input type="checkbox"/> SCBA/Mask Removal	<input type="checkbox"/> Intervening Steps
		<input type="checkbox"/> Work Clothes Removal	<input type="checkbox"/> Other
Potential Emergencies		Emergency Prevention and Evacuation Procedures	
Fire		Procedures:	
Explosion		Safe Distance:	
Other			
Communications		Command #	Tactical #
Radio			Entry #
Phone			
Other			
		Procedures	
		Equipment	
ICS 208CG SSP-A-Emergency Safety and Response Plan			
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<b>ICS 208CG SSP-A-Emergency Safety and Response Plan</b>		Version Name: 3/31/2020 to 4/1/2020	
Incident Name: El Segundo COVID-19		Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]	
<b>Emergency Medical</b>	<b>Procedures</b>	<b>Equipment</b>	
	<ol style="list-style-type: none"> <li>1. The primary hazard is exposure to COVID-19 virus.</li> <li>2. Maintain 6 foot social distance.</li> <li>3. Wash hands with soap and water for at last 20 seconds after using the restroom, before eating and after touching face. Use hand disinfectant throughout the day.</li> <li>4. Use sunscreen.</li> <li>5. Medical monitoring will be at the beginning of shift, a temperature scan and evaluation by medical staff at ESPD.</li> <li>6. Food and packages will be dropped off at Main Entrance to ESPR staff. ESPR staff will decontaminate packages and place in bins following safe lifting practices.</li> <li>7. If ESPR staff does residential unit delivery, they are not to contact residents.</li> <li>8. ESPR staff to only use unoccupied elevators.</li> </ol>	Hand washing station Sanitizer and wipes Trash w/lid	
<b>Briefing</b>			
Date/Time Briefed: 00:00			
<b>ICS 208CG SSP-A-Emergency Safety and Response Plan</b>			
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ICS 208CG SSP-B-Site Safety Plan				Version Name: 3/31/2020 to 4/1/2020	
Incident Name: El Segundo COVID-19		Period: Period 13 [03/31/2020 07:00 - 04/01/2020 07:00]			
Safety Officer	Leader	Location and Size of Site	Site Accessibility	Emergency Contact	
Victor Morales 5622126758		Park Vista 615 Holly Ave El Segundo CA	Land <input checked="" type="checkbox"/> Water <input type="checkbox"/> Air <input type="checkbox"/>		
Job Task/Activity	Hazards	Potential Injury & Health Effects	Exposure Routes	Controls: Engineering, Administrative, PPE	
Traffic	Car accidents	Physical hazard	Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	Obey traffic laws	
Cooler/package handling	Exposure to Covid -19	Contagion	Inhalation <input checked="" type="checkbox"/> Absorption <input checked="" type="checkbox"/> Ingestion <input checked="" type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	1. The primary hazard is exposure to COVID-19 virus. 2. Maintain 6 foot social distance. 3. Wash hands with soap and water for at last 20 seconds after using the restroom, before eating and after touching face. Use hand disinfectant throughout the day. 4. Use sunscreen. 5. Medical monitoring will be at the beginning of shift, a temperature scan and evaluation by medical staff at ESPD. 6. Food and packages will be dropped off at Main Entrance to ESPR staff. ESPR staff will decontaminate packages and place in bins following safe lifting practices. 7. If ESPR staff does residential unit delivery, they are not to contact residents. 8. ESPR staff to only use unoccupied elevators.	
Loading/Unloading Ops	Injury/ Physical	back Strain	Inhalation <input type="checkbox"/> Absorption <input type="checkbox"/> Ingestion <input type="checkbox"/> Injection <input type="checkbox"/> Membrane <input type="checkbox"/>	Load limited to 25 lbs or less Use Buddy Systems Use Proper lifting techniques Load unload in specified area only	
ICS 208CG SSP-B-Site Safety Plan					
INCIDENT ACTION PLAN SOFTWARE™		Printed 03/30/2020 17:08 UTC -7:00		1 of 2 © TRG	

## SAFETY MESSAGE/PLAN (ICS 208)

<b>1. Incident Name:</b> El Segundo COVID -2019	<b>2. Operational Period:</b> Date From: 3/31/20      Date To: 4/1/20 Time From: 0700      Time To: 0700
<b>3. Safety Message/Expanded Safety Message, Safety Plan, Site Safety Plan:</b> The incident safety objectives are: <b>ALL Personnel:</b> <ol style="list-style-type: none"><li>1. Maintain social distancing, 6 feet from other people.</li><li>2. Clean and sanitize your work station &amp; equipment before and after every shift and or use.</li><li>3. Wash your hands for a minimum of 20 sec, avoid touching your face and mouth as much as you can.</li><li>4. All personnel must follow Safety Plan and used required PPE if instructed.</li></ol> <b>Non-Essential/Remote Personnel:</b> <ol style="list-style-type: none"><li>5. Perform a self-assessment check for COVID-19 symptoms (fever, shortness of breath, cough). Contact and notify supervisor if symptoms present. Call 9-1-1 if medical emergency.</li></ol> <b>Essential Employees/on duty Personnel</b> <ol style="list-style-type: none"><li>6. If you get sick at work, or display COVID-19 symptoms (fever, body aches or difficulty breathing/shortness of breath), let your Supervisor know and go home. If you cannot drive home or you think it is an emergency, call 9-1-1.</li><li>7. ICP staff to receive temperature checks at beginning of shift.</li><li>8. Be aware of signs of fatigue and overwork, take breaks, stretch, hydrate and exercise to avoid physical and mental exhaustion.</li><li>9. Remember to maintain situational awareness crowded places, unsanitary areas, cluttered or dangerous locations. Avoid slips, trips and falls</li><li>10. Park Vista Division, Outreach Group and CERT Group, follow specific safety and mitigation measures as specified in the 204 ICS form.</li></ol>	
<b>4. Site Safety Plan Required?</b> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>Approved Site Safety Plan(s) Located At:</b> EOC	
<b>5. Prepared by:</b> Name: Victor Morales _____ Position/Title: Safety Officer _____ Signature: _____	
ICS 208	IAP Page      Date/Time: 3/30/2020 @ 1700