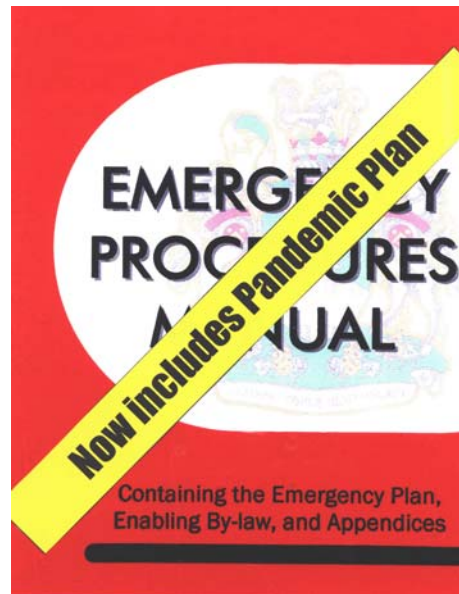


Pandemic Readiness Emergency Plan



Committee of the Whole, October 10,
2006

Pandemic Readiness Emergency Plan Background

- York Region presented “Pandemic Influenza Plan” to General Committee, Oct. 3, 2005.
- General Committee requested formation of Senior Staff & Council Committee to:
 - develop communications strategy
 - develop human resources strategy
 - establish linkage with York Region Health Services



Pandemic Readiness Emergency Plan (PREP) Committee

Committee formed, Nov., 2006

- Chair, Deputy Mayor Frank Scarpitti
- Regional Councillor Jack Heath
- CAO, Town of Markham
- Commissioner, Community & Fire Service
- York Regional Health Services
- York Central Hospital
- Markham Stouffville Hospital
- York Region Separate School Board
- York Region District School Board
- Markham Board of Trade
- York Region Police
- IBM
- Director, Corporate Communications



Pandemic Readiness Emergency Plan (PREP) Committee

- Mandate:
 - Input on Markham's PREP
 - Input on implementation issues
 - Information sharing
 - Build linkages
 - Establish community information crisis hotline
 - Internal and external communications plan
- Committee Meetings:
 - Jan. 12
 - Feb. 23
 - April 13
 - June 15
 - October 26



Emergency Management

- Critical Process Audit conducted across organization
 - 72 Critical Process Maps (CPM) developed
 - essential staff identified
 - CPM's to be added to departmental Emergency Plans in the Emergency Procedures Manual
 - CPM's to be adopted and used for all emergency situations
 - Departments to maintain and update CPM's annually
- ***Still to do...***
 - identify single points of failure and essential staff for Critical Processes
 - train appropriate staff to those functions
- Objective:
 - at least two points of redundancy for each critical process embedded in emergency procedures

Emergency Readiness Training

- York Region Pandemic Training Exercise
 - October 23, 2006
- Town of Markham Emergency Readiness Exercise
 - First half, 2007



Communications

- Pandemic Communications strategy & plan
 - Internal & External plans developed consistent with WHO recommendations
 - Key Communications processes & staff identified
 - Key media & community contacts prepared
 - Fall 2005 & 2006 “Fight the flu” campaigns
- Communications sub-committee
 - share resources
 - reduce redundancies
 - ensure consistent messaging
 - strengthen relationships
- Community awareness
 - June & August, 2006, Board of Trade Pandemic Preparedness seminars
 - Presentation with York Region Health, Oct. 2006 Municipal Communications conference



Human Resources

- Objective:
 - Ensure strategic priorities, legislative compliance, effective people management practices support Pandemic Emergency Plan
- Activities include:
 - Quarantine protocols/Infection Control
 - Absence management
 - Staff Safety (protocols, building security, etc)
 - Employee Assistance Program
 - Critical Incident Stress Team
- Policies supporting successful execution of the Pandemic Emergency Plan to be developed & approved

Information Technology Services

Preparing for Pandemic-related telework:

- Remote Connectivity Environment (Citrix)
 - Server upgraded
 - Software Upgraded
 - Testing is currently taking place
 - Capacity to handle up to 150 concurrent users
 - Solution is scalable, enabling unlimited connections
 - Currently have 45 concurrent licenses
 - Critical Process Maps
- Information has been aggregated outlining Primary and Secondary Coverage personnel
 - Gaps in 2nd level coverage outlined
- Next Steps
 - Technology Inventory based on Primary / Secondary Coverage



Questions

