



# City of Portland Situation Status Report

**INCIDENT NAME: COVID-19  
REPORT #12 (04.21.20 0001)**

<b>CITYWIDE READINESS STATUS</b>	<b>Full Activation</b>
<b>ECC GENERAL PHONE</b>	<b>503-823-2323</b>
<b>OERS #</b>	<b>2020-0528</b>
<b>PREPARED BY</b>	<b>Lisa Timmerman, Situation Unit Lead</b>
<b>REPORTING PERIOD</b>	<b>4/16/20 1700 – 4/21/20 1700</b>

What's new? Look for **bold** text. Next situation status report out Thursday afternoon, April 23.

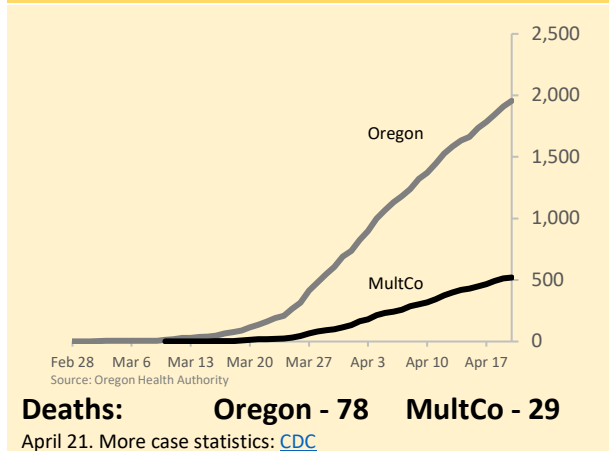
Have something to add/update? **Bureaus and agencies should send inputs by 10 AM Thursday, April 23 to [ECCsitstat@portlandoregon.gov](mailto:ECCsitstat@portlandoregon.gov) with subject line: COVID Situation Update – [Bureau Name].** *Reminder that this report will be publicly available [online](#).*

## A. SITUATION SUMMARY

### Total COVID-19 Cases

Oregon, Multnomah County

Source: [OHA](#)

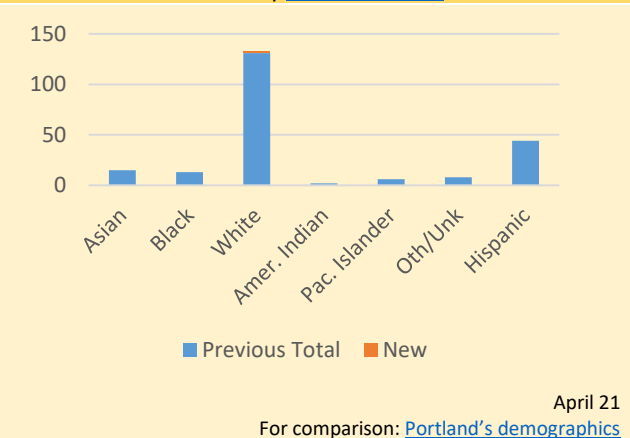


**Deaths: Oregon - 78 MultCo - 29**

April 21. More case statistics: [CDC](#)

### Race and Ethnicity of COVID-19 cases in MultCo, Increase to Prior Report

Source: Multnomah County [Data Dashboard](#)



## OVERVIEW

- As of Tuesday, April 21 there are 125 current confirmed Coronavirus hospitalizations in Oregon. OHA releases these numbers daily.
- Governor Brown's office has begun drafting plans for phased easing of restrictions as COVID-19 cases retreat in the coming weeks. The Oregonian obtained an unofficial draft of that plan on April 20 and [reported it](#) to the public. The official plan is slated to be finalized by May 4.

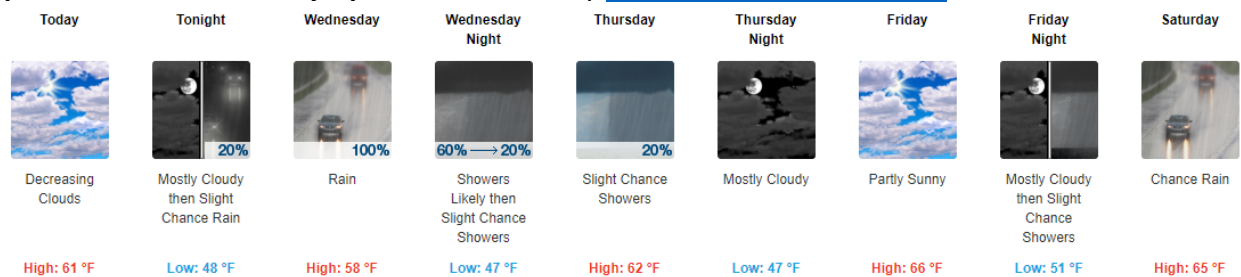
- On April 20, Governor Brown's [office said that](#) it may allow some more rural counties to reopen before other parts of the state. No specific timeframe was provided, but it was in response to calls from state Republican leaders who called for the restrictions to be lifted in rural areas sooner.
- Protests against stay-at-home orders are starting to occur in some cities across the United States. There is a large protest planned to occur on [May 2 at the Capitol](#) in Salem, as well as a small one the day prior.
- On April 20, Governor Brown [announced](#) that Oregon National Guard will distribute approximately 395,000 pieces of PPE to all long-term care facilities across Oregon including surgical masks, gloves, N95 masks, face shields and gowns. Deliveries began on Saturday.
- On April 17, Oregon Health Authority shared [an update](#) to Oregon's epidemic modeling report from the Institute for Health Metrics and Evaluation at the University of Washington, which continues to indicate that statewide mitigation efforts are keeping caseload and hospitalizations well below what they would have been with no interventions. The modeling webpage indicates that Oregon reached its peak on April 19, and presents a Containment Strategy that after May 25, it may be possible to relax social distancing with containment strategies that include testing, contact tracing, isolation and limiting gathering size.
- On April 17, Governor Brown [issued an executive order](#) preventing creditors and debt collectors from garnishing federal CARES Act recovery rebate payments, a protection that was not included in the federal legislation itself.
- Oregon officials are expecting to receive \$2.45 billion from the federal CARES Act. About \$1.6 billion will be [passed to local jurisdictions](#) this week to pay for unbudgeted COVID-19 expenses.
- On April 16, [Senators Jeff Merkley and Ron Wyden announced that](#) Oregon will receive nearly \$38.6 million in Child Care and Development Block Grant funding to help support families' child care needs and child care providers throughout the coronavirus pandemic (as part of CARES Act funding).
- On April 16, the Multnomah County Health Officer [updated clinician guidance](#) for COVID-19 testing prioritization to include symptomatic individuals who identify as African-American, Black, Latinx, or Native American. Early data shows these communities are at particularly high risk of infection and severe complications of COVID-19.
- On April 15, Governor Brown issued an [executive order](#) directing state and local government bodies to hold public meetings electronically or via telephone whenever possible, and to otherwise use appropriate physical distancing measures.
- On April 16, New York City Mayor de Blasio [announced it is partnering](#) with Open Society Foundations to create a \$20 million relief fund for immigrant workers who have been excluded from federal relief funds.
- Oregon may soon add [presumed cases of COVID – 19](#) to official death toll to reconcile how different methodologies for counting COVID-19 related deaths. The Centers for

**Disease Control and Prevention is expected to release new forthcoming guidance.**

- The Internal Revenue Service (IRS) payments to individuals have begun to be issued. Most individuals who receive social security benefits, filed 2018 or 2019 federal income taxes, or receive Railroad Retirement benefits will automatically receive payments without taking additional steps. The IRS launched a [new platform](#) for more information, including for people who do not normally file taxes.
- On April 16, the White House released the [Opening Up America Approach](#).
- On April 16, Governor Brown said Oregon will waive the one-week waiting period before newly laid off workers are [eligible for jobless benefits](#).
- On April 16, Multnomah County adopted an [Eviction Moratorium](#) to align with the Governor’s Statewide residential eviction moratorium.

## WEATHER

**Weather Impact Concerns: New precipitation amounts between a quarter and half inch possible for Wednesday April 22.** Forecast by [National Weather Service](#):



## B. CITY ACTIONS

- City of Portland [COVID-19 information website](#).
- On April 21, City Council held a CARES Act [Council Work Session](#) at 9:30 a.m. The Office of Government Relations explained guidelines on the CARES Act and other federal funding in response to COVID-19. The presentation was followed by a [press conference](#) from the Mayor’s office on economic relief and included other local jurisdictions and public agencies on economic relief.
- The City received \$114 million in federal funds for COVID-19 response this week. The City is still awaiting federal guidance on how to disperse the funds.
- On April 21, the Portland Housing Bureau announced that it is reallocating \$1 million from its budget into a COVID-19 Emergency Household Stabilization Fund for households suffering a loss of income due to the COVID-19 pandemic. The fund will provide limited direct cash assistance to at least 2,000 households to help cover urgent needs like groceries, rent, utilities, and medical expenses. Households can apply for \$250 in emergency assistance beginning Monday, April 27 at 10 a.m. by contacting 2-1-1 or going to <https://www.211info.org/covid19>.
- On April 21, the City opened the second of three temporary Outdoor Emergency Shelters. It is located at SE Main St. and SE Water Ave near the first one that opened on April 16. Each location has 45 tents (provided by the City to ensure they are safe and

hygienic) on platforms with cots and people will be able to store their belongings, including their own tents and sleeping bags, while staying at the camp. **A third shelter located at NW Broadway and NW Hoyt St is likely to open later this week.** [Read more about this effort here.](#)

- Prosper Portland awarded 235 recipients with Small Business Relief Fund Grants. It received 8,800 eligible applicants. Fifty-two percent of the awards were made to women of color. More demographic data is available by visiting the [Prosper Portland](#) dashboard.
- On April 16, Portland Parks & Recreation announced that it has [cancelled](#) all outdoor movies and concerts this summer.
- On April 16, the Portland Police Bureau, Portland Fire & Rescue, and the Bureau of Emergency Communications hosted a parade of public safety vehicles by Portland hospitals to thank frontline medical staff throughout the city. **Video of the event can be viewed [here](#).**
- The City has [posted multiple open, continuous positions](#) at the Emergency Coordination Center for City of Portland Regular, Limited Duration, Seasonal and Casual employees whose work assignments are not available or may be reduced due to the current state of emergency and wish to work to support the COVID-19 response.
- ECC Coordination Section:
  - **Poster Message/Grocery Messaging**
    - **3<sup>rd</sup> Phase of “Do Your Part” poster delivery is underway to fill in identified gaps.**
  - **Childcare**
    - **PP&R continues to prepare to provide childcare if overflow care is needed.**
    - **PP&R conducted walk-through of four potential Parks facilities and determined they could safely provide space for 218 guests while adhering to COVID-19 guidelines.**
  - **Sheltering**
    - **JOIN conducted training across the residents at the Block B shelter.**
    - **Still uncertainty about exact date but hope to open the third site this week.**
    - **Working with JOIN leadership to determine the intake population for Block R.**
    - **Team drafted a medical motel referral that is being vetted by County EFS6 and an incident report template.**
    - **Monitoring pending update from County health regarding the health screening guidelines and will update protocols when guidelines have been confirmed.**
    - **Working on safety plan, exit strategy, and gate guard shift change protocol.**
    - **Deployed cell phones to program manager and shelter site for emergency communication and to eventually field questions from neighbors.**
  - **Food Security**

- Met with Finance team to discuss options to move forward with providing food aid to communities in Portland that are not served through existing programs/support.
- The Coordination team will be compiling information about what the City and community organizations are doing to meet food security needs for a citywide communication, coordinating with JIC.
- Working with Multnomah County to coordinate food security with nonprofit World Central Kitchen. WCK will work with a network of local restaurants and service providers to provide food service to the houseless population, immigrant, and refugees.
- **Language Access Tracking**
  - Ongoing OregonC19 self-check tool language access recommendations/strategy
  - Continued work with Meds on Wheels and PF&R.
  - Meeting with Latinx community partners.
  - PP&R signage in multiple languages guidance.
- **Joint Volunteer Information Center (JVIC)**
  - Clarified process to elevate big needs that multiple organizations are requesting. Team will be working on strategy to fill those needs.
  - Team reviewed and provided input on Supervisor Guide for On-boarding Volunteers to EOC and Multnomah County Volunteer Agreement.
  - Started work on process for placing and onboarding volunteers to EOC.
  - Team reviewed crosswalk of volunteer positions for FEMA reimbursement.
  - Sent out e-newsletter to volunteers.
  - Created instructions for Community Outreach team to request volunteers.
  - Volunteer Stats:
    - 503 applications received and processed to date.
    - 8 new applications processed today
    - 28 total criminal records checks completed
- **Aging and Disability**
  - General**
    - Improving resources request processes with ECC Coordination and Logistics.
    - Exploring new JVIC/ECC position to work between JVIC/ECC and community groups to increase production and distribution of facial coverings.
    - Met Council to create liability statement.
  - Social Isolation / Connections**
    - Created and uploaded a draft work plan for Social Connections sub-group.
  - Food Access**
    - Asked ECC whether team can purchase N-95 masks for Ride Connection as they have a lead, but no funds (Ride Connection delivers meals in an

expanded post-COVID-19 role); also working on providing sanitizing spray and paper towels.

- Updated flier to near finalization for the Aging and Disability group.
- Followed up on caregiver resources with organizations that requested support.
- Created PPE request and PPE donation website.
- Posted and emailed new resources.
- Drafted ANR announcement.

- ECC Finance Section

- Housing for first responders/City Employees with potential symptoms and with COVID-19 positive tests.
- Coronavirus Aid, Relief and Economic Security Act (CARES): Researching and developing citywide guidelines to identify eligible expenses for reimbursement through Coronavirus Aid, Relief and Economic Security Act (CARES Act). One method under development is the implementation of a coding system for purchase orders which will make it easier for ECC Finance to categorize COVID-19 related expenses for federal reimbursement.
- **Food Security Initiative:** Collaborating with the Coordination Section to provide direct finance and budget guidance in addressing food security needs for the most vulnerable communities in Portland: communities of color/immigrant communities, elders at risk, the disability community and the houseless. **The proposed budget is currently under review.**
- **211 Debit Card Program:** Finance Section purchased 760 debit cards (value of \$250 each), which will be distributed to select households in need. The order is expected to be delivered by April 22.

- ECC Logistics Section:

	Received by ECC to date	Distributed to users to date	Inventory remaining
<b>Hand sanitizer</b>	<b>96,431oz</b>	<b>62,004oz</b>	<b>34,427oz</b>
	<b>7,481 bottles</b>	<b>2,740 bottles</b>	<b>4,678 bottles</b>
<b>Empty Bottles</b>	<b>251,624oz capacity</b>	<b>147,032oz capacity</b>	104,592oz capacity
	<b>16,906 bottles</b>	<b>11,700 bottles</b>	5,206 bottles
<b>Disinfectant Wipes</b>	1,497 canisters	<b>1,035 canisters</b>	462 canisters
	112,275 wipes	<b>77,625 wipes</b>	34,650 wipes

N-95 masks	4,655	3,066	1,589
Procedural masks	42,618	5,032	37,586
Nitrile gloves	116,440	25,934	90,506

Resource requests received by ECC Logistics	In progress	Pending pick-up/ delivery	Completed	Cancelled
65	9	4	48	4

as of 04/21/2020

- Provided PP&R with fabric, elastic, and instructions for home-manufacture of cloth face covers.
- Ordered 1440oz of gel sanitizer for Portland Parks and Recreation.
- Facilities Unit:
  - Facilitating meal deliveries for shelters: UPS is performing most of the food deliveries for the opened outdoor shelter. There have been 240 meals delivered to date.
  - Provided three cell phones to the Outdoor Emergency Shelter staff.
  - Fixed electrical issues at all three shelters.
- Other Updates:
  - Got approval to initiate a City-wide donation of homemade cloth face coverings.
  - Received a donation of 32,660 gloves from the Portland Police Bureau.
- Supply Unit:
  - Filling resource requests.
  - Continue to source:
    - additional empty bottles for refill at the distillery or to fulfill resource requests.
    - consistent suppliers of disinfecting wipes and gloves.
    - additional suppliers of N95 and KN95 masks.
  - Ordering personal protection kits for shelter workers.
  - Continue to run the ECC Cloth Face Covering Program:
    - Logistics has ordered 16,000 cloth face covers from local vendors; currently finalizing delivery windows. Team will still be sourcing alternative sources of production for the cloth face covers.

- **Filling bureau needs for cloth face coverings: some bureaus have submitted information on their burn rate as well as projected needs for face covers and or procedural masks.**
  - **Sourcing Point of Contact Information from various bureaus in order to streamline the supply and delivery process.**
  - **Providing all logistic assistance needed with setting up the Outdoor Emergency Shelters.**
- **Facilities Unit**
  - **Temporary Outdoor Emergency Shelters:**
    - **Oversee the construction process at the shelters.**
    - **Coordinate the provision of meals at the 3 shelters- Mayor's office has requested three meals a day for approximately 140 people.**
    - **Working with PP&R on 24/7 Restroom Operations**
- **Long-term Projections:**
  - The Bureau Forward Planning Supply Inventory tracking sheet has been developed and will be used to forecast the long-term supply needs (given the current trend of supply needs) of the following bureaus and offices:
    - BDS – Development Services
    - BES – Environmental Services
    - BOEC – Emergency Communication operations
    - OMF – BRFS, Facilities, Fleet
    - Parks – and any subordinate sections
    - PBOT – and any of their subordinate sections
    - Prosper Portland
    - Portland Water Bureau
    - PPB –Police
    - PFR – Fire and Rescue
  - We have asked bureaus to provide us with their burn rate so that we can make more accurate projections of supplies we need to be acquiring. Currently, nine major bureaus have provided the information needed; we are still receiving the weekly submissions.
  - Developing a burn rate (using the Logistics Master Tracker) based on the section's receipts and distribution.
  - Working with COOP to develop a detailed resource prioritization list.
  - Estimating the PPE needs of bureaus in the event of all City Staff returning to work.
- **ECC Ordering Process:** The ECC has an emergency ordering process in place to help City bureaus acquire COVID-19 related resources (both staff and materials). To request resources, complete and fill out a Resource Request Form (213RR) in Excel. Email the completed form to [ECCLogistics@portlandoregon.gov](mailto:ECCLogistics@portlandoregon.gov).



## **JOINT INFORMATION CENTER (JIC)**

### **News Coverage Themes:**

- **Spread:** Cases continue to grow steadily in the US and Oregon.
- **Economy/Mental Health:** Stay-at-home frustration/fear brings people out to protest putting lives at risk, unemployment causing hunger crisis, economic impacts being felt in all corners but some companies coming back.
- **Education:** Students, parents dealing with the ramifications of COVID-19.
- **Supply Chain:** Testing still a bone of contention in Oregon and nationally.
- **Medical:** progress slow in the quest for effective vaccine/treatment but understanding of the virus grows.
- **Bringing out the best:** Artists and mask makers leading the way, inspiring hope, community rallies around itself.
- **Politics:** Tension between states and the federal government at a critical point, nursing homes under scrutiny for political donations.

### **Social Media Themes:**

#### **Earth Day**

- How we respond to COVID-19 can provide tips for how to tackle climate change.
- The same communities that are disproportionately affected by COVID-19 will be the most adversely impacted by Climate Change – how do we create policy that is equitable and just?

#### **Finances**

- Portlanders continue to struggle filing for unemployment.
- Outrage as businesses like Shake Shack receive millions in bailout funds.

#### **Vote By Mail**

- #VoteByMail is trending.
- Deadline to register for May primaries is approaching.
- Oregon's vote-by-mail option is reliable, well-suited to physical distancing.

#### **Vulnerable Populations**

- Undocumented workers are at a disproportionate risk; despite working essential jobs such as agriculture, they lack legal protection and healthcare
- Portland's Hispanic community is at a disproportionate risk of COVID-19
- Nursing Homes remain hotspots, with people unable to comfort sick family members

#### **Trending Portland Hashtags:**

- None

## **COMMAND'S EMPHASIS FOR OPERATIONAL PERIOD (4/17/20 – 4/24/20):**

1. Directly protect human life and public health, including the safety and health of City employees, and incident responders.

2. Proactively identify issues that could pose financial, legal or other risks to the City and our staff. Develop policies that reduce risk to the City and our workers, including reducing the risk of virus transmission. Ensure that response actions do not introduce new risk to the City, staff or volunteers.
3. Support the delivery of emergency services that the City and public depends on.
4. Create and maintain an ECC workforce that is oriented towards sustainability for a long-term incident requiring remote work and promoting ECC staff health and safety.
5. Minimize non-essential efforts and make wise use of resources in anticipation of a long-duration incident.
6. Uphold confidence in City government and demonstrate a unified City effort in response. Use established chains of command and agreed-upon processes for decision-making and communication.
7. Develop strategic response and recovery planning for economic assistance to affected communities; maintain frequent and open communication between the ECC and City leadership, Prosper Portland, the Mayor's office, and state and federal agencies working on economic recovery efforts.
8. Include equity and accessibility considerations in all communication and response activities.
9. **Prepare for the May 1, 2020 Disaster Policy Council meeting, including agenda and materials preparation, in coordination with City leadership.**
10. **Clarify measurements for Governor Brown's Stay Home Save Lives relaxing criteria. With partners, determine the County and City timeline and response approach, including development of ECC roles and responsibilities with the City, County, and State for the relaxing and recovery framework.**

### **ECC OBJECTIVES (4/17/20 – 4/24/20)**

1. ECC-Wide:
  - a. Increase collaborative communication between all Sections, including Command, and the Planning Section to promote strategic collaboration on future needs to ensure continuity of City services throughout the crisis.
  - b. Evaluate current organizational structure and implement changes, as needed, to ensure the ECC is adequately staffed to accomplish objectives.
  - c. Support sustainable long-term ECC staffing that minimizes overtime. Build in cross-training opportunities, allow staff to take adequate rest periods, and develop schedule to train and rotate in staff into the ECC.
  - d. Facilitate ECC staff to continue functions virtually, with ECC staff that is about 25% in-person and 75% virtual.
  - e. **Initiate planning for variable timelines/scenarios for post-peak services, supplies, and needs through relaxing of Stay Home Save Lives. Consider best, likely, and worst-case scenarios.**
  - f. **Develop position task books of qualifications for specific ECC positions for future deployment. Task books should identify the competencies, behaviors, and tasks that personnel should demonstrate to become qualified for a defined ECC position.**

## 2. Coordination

- a. **Monitor operations at temporary Outdoor Emergency Shelters for intake, sanitation, and food security for the shelter tenants until the end of the emergency declaration.**
- b. **Research, plan, and develop contingency plans for additional temporary Outdoor Emergency Shelters. Develop demobilization plan for temporary Outdoor Emergency Shelters.**
- c. Support bureau COOP planners to revise COOP plans to include essential bureau operations for a long-term pandemic. Assist planners to sustain essential bureau operations, including working remotely.
- d. Utilize the Joint City-County Volunteer Information Center (JVIC) to coordinate volunteers and respond to offers and requests for assistance. Develop project management capacity for shared City-County efforts.
- e. Identify the needs of the aging and disabled populations; strategize and collaborate efforts to meet those needs.
- f. **Explore opportunities to support foodservice for houseless populations not in a shelter.**
- g. Address food security needs for the most vulnerable communities in Portland: communities of color/immigrant communities, elders at risk, and people with disabilities. Use this work to support locally owned restaurants and culturally identified businesses during this economic crisis.
- h. Follow County guidance for delivering accessible COVID-19 information and continue to amplify County public health messaging to multilingual speakers and people with disabilities.
- i. **Coordinate with public agency partners for the delivery or posting of COVID-19 posters.**
- j. **Identify, prioritize, and maintain a list of City facilities that can be repurposed for alternate uses.**
- k. **Coordinate with partners to ensure essential employees have options for childcare; develop contingency plans to manage a surge or closures of private providers.**

## 3. Finance:

- a. Track incident costs, budget for forecasted costs, provide expense and time tracking guidelines; track expenditures and cost projections daily.
- b. Identify Federal funding sources for COVID19 event.
- c. **Monitor the Treasury website for the release of the Coronavirus Aid, Relief and Economic Security Act (CARES Act) allowable expense guidance. Incident Name: COVID-19 Operational Period: 4/17/20 1700 – 4/24/20 1700**
- d. Develop citywide acceptance and allocation of COVID19 federal funding.
- e. Establish contracts with area hotels to house first responders and City employees with potential symptoms or that have a positive COVID-19 test result by **April 24**.
- f. **Provide financial and budgetary guidance in support of the ECC Food Security Project.**

4. Joint Information Center (JIC):
  - a. Manage and respond to questions from employees and the public in a timely manner. Provide accurate and frequent internal and external communications accessible in all preferred formats and languages. Respond to media inquiries. Hold press conferences with interpretation and closed captioning as needed. Update elected official talking points three to four times per week.
  - b. Use the [Novel Coronavirus COVID-19 webpage](#) to coordinate emergency services and inform the public about the City of Portland and regional response to Coronavirus COVID-19. Provide accurate, accessible, and timely information in one centralized, mobile-friendly location. To employ this strategically coordinated health communication and outreach effort, the City of Portland has taken the lead from Multnomah County, with guidance from the Centers for Disease Control and Prevention (CDC).**
  - c. Work with all bureaus to enhance a One City approach to social media platforms. Send a weekly email to bureau's digital media contacts to enhance and strategize COVID-19 related messaging.
  - d. Write and distribute a daily citywide email to share relevant and timely information, announce new protocols and address employee concerns: three (3) emails per week by 4:00 p.m.**
  - e. Serve as a point of contact between regional partners to ensure timely and consistent information sharing and dissemination. Participate in daily Multnomah County and Regional Joint Information System calls: 14 calls each week.
  - f. Monitor media and social media throughout each weekday and post links in the virtual JIC's media monitoring channel.
  
5. Logistics:
  - a. Support ECC Operations, city Bureaus and other city offices:
    1. Provide limited amounts of personal protective equipment which cannot be provided by the county.
    2. Provide cleaning and disinfecting supplies and hand sanitizer.
    3. Provide daily individually packaged lunches for all ECC staff, sourced through local businesses.
    4. Develop partnerships within the local business community to create supply chains.
  - b. Support our local city and county partners in meeting the needs surrounding indoor shelters and temporary Outdoor Emergency Shelters.
  - c. Maintain a rapid response capability for setting up temporary structures for COVID-19 testing, prescreening, medical care or other temporary structures and the associated equipment as needed and requested.**
  - d. Establish process for emerging manufacturer and community-based product intake and Incident Name: COVID-19 Operational Period: 4/17/20 1700 – 4/24/20 1700 information sharing. Continue to develop and maintain partnerships with multiple community based

small businesses to provide needed health and wellness related resources for the City to create consistent and reliable resource chains for critical items.

- e. Support site for Portland employees who have an occupational exposure to COVID-19 can self-quarantine themselves separate from their own household, pending testing or end of quarantine period, such as providing care packages for the rooms and other resources as needed.
- f. Accept donations through various channels based only on specific needs, in coordination with local county and city partners. Develop specific plans for messaging, acquisition, and distribution, as appropriate.

## 6. Planning:

- a. Maintain and share situational awareness of the City's operational status: track bureau operations and COOP status, bureau response actions, constrained resources, and daily sick absenteeism at a bureau level. Issue a citywide Situation Status Report COB every Tuesday and Thursday.
- b. Complete and disseminate a full ECC staff roster and communications list for the next day by the end of each day and an 100% complete staffing schedule for each week on the prior Friday. Issue a new ECC Action Plan weekly on Friday.
- c. **Improve Resource Unit processes by implementing a new scheduling software and begin testing the software by April 24.**
- d. **Continue to refine ECC Action Plan development processes and support ECC staff produce inputs. Issue a new ECC Action Plan weekly each Friday.**
- e. Research and analyze quantitative and informational data for inclusion in Situation Status Reports and Leadership briefings **going forward, by April 24.**
- f. Provide GIS services for citywide response and maintain real time updates to internal and external-facing incident maps and dashboards.
- g. Identify and develop methods and tools to increase communication and collaboration between the sections within the ECC.
- h. Develop strategies that are responsive to the immediate and anticipated future needs of the community and City in collaboration with all ECC Sections and Command.
- i. i. Provide strategic support to the ECC and **City Leadership** and to ensure **continuity of** City services throughout the crisis.
- j. **Forward Planning to work with ECC leadership to determine preferred approach to conveying data and information.**
- k. Support recruitment of City employees and volunteers to work in County-run shelters and EOC.

## 7. Safety:

- a. Promptly follow up on all reports of all responder accidents, injuries, illnesses, close calls/near misses.
- b. Promptly address responder concerns, comments and suggestions for safety-related matters.
- c. Support responder emotional/psychological health. Introduce strategies/topics/techniques for critical stress management weekly.

- d. Support City bureau/office safety efforts with technical, organizational assistance; collect and review bureau/office-specific Safety and Medical Plans.
- e. Develop and distribute centralized, standardized incident health and safety guidance for ECC, other bureaus/offices. Ensure guidance is reviewed by relevant stakeholders.
- f. Coordinate safety planning efforts with internal ECC/City stakeholders, and inter-agency partners such as Multnomah County.
- g. Conduct weekly task-level safety assessments with the Logistics, coordination and Planning Sections. Document with ICS-215a or ICS-215a-CG. Ensure controls are implemented for identified hazards.

## C. BUREAUS' STATUS FOR CONTINUITY OF OPERATIONS PLAN (COOP) ACTIVATION AND ESSENTIAL FUNCTIONS

Bureau/Office	COOP/Incident Command Post Status	Essential Function* Status
City Attorney	Active	No Essential function impacted
City Auditor	Active	No Essential function impacted
City Budget Office (CBO)	Active	No Essential function impacted
Community and Civic Life (OCCL)	Active	One Tier 3 function impacted: Cannabis Licensure & Enforcement
Development Services (BDS)	Active	Permitting functions impaired
Emergency Communications / 911 (BOEC)	Partially Active	No Essential function impacted
Emergency Management (PBEM)	Active	No Essential function impacted
Environmental Services (BES)	Active	No Essential function impacted
Equity & Human Rights (OEHR)	Active	No Essential function impacted
Fire & Police Disability & Retirement Fund	Active	No Essential function impacted
Fire & Rescue (PF&R)	Inactive	One Tier 3 essential function suspended: public education office.
Government Relations (OGR)	Active	No Essential function impacted
Housing	Active	HOME rental inspections delayed
OMF – Chief Administrative Officer (CAO)	Active	No Essential function impacted
OMF CityFleet	Active	No Essential function impacted
OMF Facilities	Active	No Essential function impacted
OMF Human Resources	Active	No Essential function impacted
OMF Printing & Distribution	Active	No Essential function impacted
OMF Technology Services	Active	Limited in-person availability impacts BTS projects. BTS has previously set bureau expectations for project delays
OMF/BRFS Accounting	Active	No Essential function impacted
OMF/BRFS Debt Management	Active	No Essential function impacted
OMF/BRFS Grant Management	Active	No Essential function impacted
OMF/BRFS Procurement Services	Active	No Essential function impacted
OMF/BRFS Revenue	Active	No Essential function impacted
OMF/BRFS Risk Management	Active	No Essential function impacted
OMF/BRFS Treasury	Active	No Essential function impacted
Parks & Recreation (PP&R)	Active BICP Active	Previously suspended Park essential functions remain so.
Parks Emergency Functions	Active	No Essential function impacted
Planning and Sustainability (BPS)	Active	No Essential function impacted
Police (PPB)	Active BICP active	One Tier 1 impairment; 16 Tier 2 and 3 impacted
Prosper Portland	Active	No Essential function impacted
Transportation (PBOT)	Active	No Essential function impacted
Water (PWB)	Active,	No Essential function impacted

*\*Bureau level essential functions have been categorized in four tiers based on the targeted duration of time and a service level within which a function must be restored after a disruption to avoid unacceptable consequences.*

*Tier 1: 0-12 hours; Tier 2: 12-72 hours; Tier 3: 72 hours – 10 days; Tier 4: 10-30 days*

## D. BUREAU DETAILS

- **Development Services**
  - **Tier 1-6 new permits are now being accepted. This includes Tier #5 (Residential - New Single Family) and Tier #6 (Commercial – New construction, additions, and alterations not included in Tier 1-4). Plan Review priorities mirror permit priorities.**
  - **[Tier 7 and 8](#) permits are still not being accepted.**
  - **BDS recently issued permits for tents at Legacy’s Emanuel and Good Samaritan hospitals, Providence Portland Medical Center and Providence Gateway. OHSU also received a permit to modify an existing auditorium building for patient intake.**
  
- **Community Technology**
  - An “Action Tracker” and “Resource Document” for the Digital Inclusion Network (DIN) members [has been developed](#) to allow for sharing of activities and needs between members in order to provide updates on policies, programs, and services that have come online in response to the health crisis.
  
- **OMF/BTS – Technology Services**
  - **BTS has completed the RSA token renewals, transfer requests and 200 new access requests.**
  - **Bureaus completed an updated round of prioritization on April 17. New tokens will be deployed in phases of 100 with a brief pause to allow BTS to monitor network impact. The phased deployment of new tokens will allow us to make certain our network bandwidth can support the additional load.**
  
- **OMF/Chief Administrative Officer/Asset Management/CityFleet**
  - Main garage has limited access, informational signs are posted for customers. Strict access guidelines for outside vendor deliveries for parts has been implemented. Call 503-823-1806 for information.
  
- **OMF/BTS—Printing and Distribution**
  - Print shop is operating at a reduced capacity, refer to the [P&D COVID-19 Plan](#) for questions and contact information.
  - Distribution has a reduced delivery schedule; US Mail is processed daily.



- Fire & Rescue
  - **PF&R is working to finalize an operational guideline for dispensing no-cost life saving medication under appropriate guidance from local Public Health in certain public health emergencies. PF&R is responsible for PF&R, PPB, PBEM (including ECC responders assigned to the ECC), and BOEC employees and their families under the [Cities' Readiness Initiative Push Partner program](#).**
  - Portland Fire & Rescue is now tracking suspected COVID-19 cases that crews respond to using the Fire Information System software platform. The Oregon Health Authority has required agencies providing EMS to track any suspected cases.
  - Moving forward with planning for the Wildland Fire season and scheduling Forest Park patrols. PF&R is developing plans to respond to wildfire incidents while simultaneously being impacted by COVID-19.
  - Portland Fire & Rescue and the Multnomah County Aging, Disability and Veterans Services launched a [Meds on Wheels program](#) on April 14.
  - The Fire Marshal's Office continues to accept permit applications during limited hours to public access. Essential Building inspections are continuing.
  - Working with the Water Bureau and PBOT regarding the SW Boones Ferry and Arnold culvert project to ensure adequate fire protection.
  - Continuing to accept donated items at the Gideon building.
  
- Parks & Recreation
  - **PP&R is developing a plan to reintroduce outdoor drinking fountains back into service in-line with public health guidance.**
  - Portland Parks & Recreation (PP&R) ordered approximately 1,850 signs for placement at closed parks per Executive Order (*e.g.*, skateparks, fields, sport courts, playgrounds, and similar active recreation facilities). It has installed 1,200 signs at 400 parks, community gardens, trailheads, and natural areas. Multilingual signs are being installed in 165 developed parks. All sign installations are being tracked on a GIS smartphone application.
  - PP&R reminds people to follow public health guidance when visiting parks and trails. Park greeters are educating visitors and acting as ambassadors for assets that are experiencing high visitation and non-compliance with physical distancing.
  - Mt. Scott Community Center is closed to the public and has been transitioned to a shelter operated by Multnomah County.
  - East Portland Community Center is closed to the public and has been transitioned to a shelter operated by Multnomah County and Human Solutions. Meals on Wheels is operating at the center and distributing prepared meals.
  - Charles Jordan Community Center is closed to the public and has been transitioned to a shelter operated by Multnomah County and Do-Good

Multnomah. Meals on Wheels is operating at the center and distributing prepared meals.

- PP&R is receiving a significant number of concerns regarding non-compliance with physical distancing at various parks. PP&R has opened its customer service center daily to collate concerns into an internal “Hot Spot” Track-It tool. Its Incident Command Team is analyzing the data daily and providing it to front-line resources:
  - Rangers – Ranger Supervisors are developing patrol tactics for 25 FTE Rangers based on the “Hot Spot” data. Rangers continue to prioritize patrols and make contact at “Hot Spot” parks.
  - Park Greeters – Greeter Supervisors are developing schedules that allow the 40+ greeters to cycle through “Hot Spot” parks.
  - Maintenance Crews – Incident command is relaying information daily to field staff to address damaged or missing closure signage and barriers.
- All previously closed Park facilities and previously suspended Park essential functions remain closed.
- PP&R Urban Forestry 24/7 routine and emergency response operations are ongoing.
- PP&R Public Restroom Plan: Soap/trash cans have been installed in all open public restrooms, but theft has become an issue. PP&R has developed a plan for the cleaning and public safety of the 54 public restrooms open 24/7.
- Bureau of Transportation
  - Street maintenance is reduced; [crews are focused](#) on maintaining critical assets such as traffic signals, conducting urgent repairs, and responding to emergency situations.
  - PBOT has [reduced SmartPark rates](#) to bring relief to residents and visitors who must ravel downtown by car. All-day parking rate in the city’s five SmartPark garages is \$5, the same cost as a round-trip TriMet ticket.
  - BIKETOWN, the [city’s bikeshare system](#), is offering significantly discounted pricing through April 30 to provide all Portlanders who need to complete essential trips with a convenient and affordable transportation option that allows for physical distancing.
  - Portland Streetcar service reduced to every 20 minutes on weekdays. OHSU Aerial Tram limited to hospital employees and patients.
- Police Bureau
  - One Tier 1 essential function is impaired: technology. Sixteen Tier 2 or Tier 3 essential functions are impacted, especially secondary employment and records. **Recent deployment of more laptops has improved level of impairment for one records function.**

- PPB has not experienced absenteeism that would trigger the next step of its Staffing Contingency Plan.
- PPB is temporarily [suspending the practice](#) of requiring vehicle owners to obtain a release by PPB prior to obtaining their vehicle from tow companies. PPB is also temporarily suspending the \$150 administrative fee that is collected when PPB tows a vehicle because it is a traffic hazard, for safekeeping, or when its alarm is continuously sounding.
- Water Bureau
  - **Starting on April 20, PWB has brought on additional EOC support to assist with COOP planning meetings with Bureau management to plan next steps for future “reopening” of functions, buildings, and staffing.**
  - **All PWB Essential Functions are being completed with physical distancing. Key buildings where critical staff work on key functions continue to be off limits to unnecessary foot traffic and visits to protect these from contamination.**
  - **As of last week, all Benson Bubblers have been turned back on to provide public access to water.**
  - On April 15, the Portland Water Bureau Emergency Operations Center has moved up one level from Enhanced Operations to Partial Activation level, but coordination will continue to occur remotely. The protracted nature of this situation and complexity has met PWB’s threshold for Partial Activation.
  - PWB/BES Customer Service Call Center is operating on a reduced schedule - Open 9am – 4pm Monday through Friday at 503-823-7770. Press “1” for 24-hour automated service. Callers may expect longer than normal wait times, and may instead email [PWBCustomerService@portlandoregon.gov](mailto:PWBCustomerService@portlandoregon.gov).
  - PWB has a [COVID-19 resource webpage for employees](#).
- Prosper Portland
  - Prosper Portland awarded 235 grants from the Small Business Relief Fund and notified selected businesses on Wednesday, April 15.

## E. PARTNER INFORMATION

### FEDERAL

- On April 20, the CDC [released a new report](#) showing that calls to U.S. poison centers about disinfectant and cleaner exposure have increased by 20 percent.
- On April 17, FEMA launched a [PPE Exchange dashboard](#) that connects private sector sellers and buyers of PPE.
- On April 16, the White House issued [phased guidelines](#) for individuals, employers and governments for reopening America based on gating criteria.
- On April 16, the [FDA is asking people](#) who have recovered from COVID-19 to donate their blood plasma for research on blood-related therapies.

- In order to ensure the accuracy of the 2020 Census, the U.S Census Bureau has [announced](#) that it has requested an extension of the self-response period to October 31, 2020 and that Congress approve a 120-day extension to deliver final apportionment figures. The extension will allow for apportionment counts to be delivered to the President by April 30, 2021, and redistricting data to be delivered to the states no later than July 31, 2021.

## STATE

- Oregon’s Department of Human Services is issuing emergency extra Supplemental Nutrition Assistance Program (SNAP) benefits to many SNAP households to help buy food. Amounts up to the household maximum will be added to EBT cards in April and May (April 10, [English](#) and [Spanish](#)).

### State Office of Emergency Management

- State OEM’s ECC is active Monday-Friday from 0800-1700.

### Oregon Health Authority

- [Oregon Health Authority \(OHA\)](#) is the lead state agency and activated on January 21. Up-to-date [information on testing and other FAQs](#).
- [OHA announced new rules](#) allowing EMT’s registered in another state, or with NREMT (National Registry of Emergency Medical Technicians), to practice temporarily in Oregon to build capacity for a potential surge in patients in the future.
- OHA released a [new informational flyer](#) on “Safe Sex in the Time of COVID-19” and shared it on Twitter.

### Oregon OSHA

- Oregon OSHA is ramping up [spot-checks](#) to verify business are complying with efforts to stop the spread of COVID-19.

## REGIONAL

### TriMet

- **Starting April 20, Tri-Met LIFT is offering a new [grocery delivery program](#) for people who normally use LIFT services. Tri-Met LIFT recently mailed letters to people likely eligible for this program.**
- TriMet joined transit agencies throughout the country in a “Sound the Horn” event at noon in support of essential workers. They will honk their horns twice at 12 p.m. daily.
- [Service reduced](#) on many lines since April 5. No more than 10-15 riders can be on a bus at one time, since April 2. No cash accepted on buses.

### Metro

- Broughton Beach was overcrowded over the weekend of April 18-19 and Metro closed the parking lot and deployed a ranger to encourage physical distancing.
- On April 16, Metro reported an increase in vandalism and graffiti due to lack of activity around its facilities.
- All Metro parks and natural areas remain open, except for camping areas which are closed through July 1.
- Parks and Nature grant awards will continue as scheduled as they are funded through the parks and natural area levy. Metro Council will award grants in late spring/early summer.
- Oregon Convention Center serving as shelter for up to 140 people experiencing homelessness temporary shelter. **The shelter is for individuals who are asymptomatic, by referral from existing shelters. Guests are moved out of the shelter if they show any symptoms to a facility with a higher level of care.**

### Multnomah County

- The County COVID-19 website continues to be updated. The website now includes an [interactive data dashboard](#) with COVID-19 regional health statistics that is updated in real-time.

### Port of Portland/PDX Airport

- Portland International Airport will get [\\$72 million in recovery funds](#) from the federal government.
- Website: [Port of Portland Updates](#)

### PORTLAND AREA SCHOOLS

- The Northwest Evaluation Association (NWEA) [released research](#) indicating students are likely to be behind in education outcomes due to COVID-19 shutdowns, particularly in mathematics.
- The Oregon Department of Education announced that high school students will not receive letter grades for classes taken in the latter half of the year but will receive a pass or incomplete.
- Portland Public Schools: [resources for families](#)
- Reynolds School District: [resources for families](#)
- Parkrose School District: [resources for families](#)
- Centennial School District: [resources for families](#)
- Questions about schools should be routed to the Multnomah County Schools liaison, Beth Appert ([eoc.liaisonschools@MultCo.us](mailto:eoc.liaisonschools@MultCo.us)).

### PORTLAND AREA UNIVERSITIES

[Portland State University](#)

[University of Portland](#)

[University of Oregon – Portland Campus](#)

[Portland Community Colleges](#)  
[Concordia University](#)  
[Pacific Northwest College of Art](#)  
[Lewis & Clark College](#)  
[Reed College](#)  
[Multnomah University](#)

## F. RESOURCES

### MULTNOMAH COUNTY

- [Multnomah County's main website for COVID-19](#): FAQs, situation reports, poster links, [guidance](#), and more resources.
  - [Regional Dashboard](#): COVID-19 data for Multnomah, Washington, Clackamas, Yamhill counties.
  - Which County services/buildings are [open or closed](#)?
  - Social media accounts:  
[Facebook](#) | [Twitter](#) | [Health Department Facebook](#) | [Health Department Twitter](#)  
[Emergency Management Facebook](#) | [Emergency Management Twitter](#)
  - Information in [languages other than English](#)
- [C19Oregon.com](#) is an online triage tool that helps public health officials track COVID-19 cases and allows community members to check their symptoms and receive guidance.

### CITY OF PORTLAND

- <https://beta.portland.gov/novel-coronavirus-covid-19> – centralized information about the City's response; this site supplements MultCo's.
- For City employees: Technology for [Telework FAQs](#)
- [Video update](#) from Director Dr. Smith, Office of Equity and Human Rights on equity efforts embedded in City of Portland's COVID-19 response.
- [Video](#) urging physical distancing, staying home, and cutting back on travel, featuring Timber Joey and Portland Parks and Recreation park ranger.
- City-created [map of public restrooms and hygiene stations](#) to help stop the spread of coronavirus.

### ASKING QUESTIONS, GETTING HELP

- Review the [MultCo FAQs](#) or call 211. Ask health experts through this MultCo [form](#).
- Legal Aid / Oregon Law Center Public Benefits hotline (1-800-520-5292) on legal advice for immigrants and refugee communities to access health care during shelter in place.
- Child Care for Essential Employees: 1-800-246-2154, [211 website](#), or the following:
  - [OHSU/Portland Public Schools \\*Request for Care\\*](#) (West Side Portland)

- [Gresham-Barlow/Centennial/Estacada \\*Request for Care\\*](#) (All served in west Gresham-Barlow area)
- [Beaverton/Sherwood/Hillsboro \\*Request for Care\\*](#) (SW Beaverton, N Sherwood, E Hillsboro)

## VOLUNTEERING

- Multnomah County's [online signup](#) for volunteer and paid opportunities to help during the COVID-19 response.
- [oregonrecovers.communityos.org](#): State of Oregon's central point of contact for volunteer and large vendor coordination – donate time, equipment, resources, or facilities.

## ABOUT COVID-19

- [World Health Organization \(WHO\)](#): Q+As, travel advice, situation reports, technical guidance, and global research
- [coronavirus.gov](#) and [CDC](#): how to protect yourself, what do if you are sick, [guidance](#)
- [Oregon Health Authority](#): Governor's orders, Oregon news, community resources
- FEMA [Coronavirus Rumor Control](#)
- [Johns Hopkins University](#): global cases dashboard and map
- Oregon Emergency Management [Coronavirus Map](#)
- ESRI's [COVID-19 GIS Hub](#): get maps, data, and GIS assistance
- City of Portland and Multnomah County public awareness campaign, [videos](#) in multiple language
- CDC's [animal-related FAQ](#)

## WELL-BEING

- [Coping with anxiety during COVID-19](#), Multnomah County article
- [How older adults can stay positive while staying home](#), Multnomah County article
- [Stay connected while we stay apart](#), Multnomah County video in multiple languages
- Oregon Health Authority has partnered with Lines for Life's [Senior Loneliness Line](#) to support the mental health needs of Oregonians over 55. To get support, call 503-200-1633 or 800-282-7035.

## HOUSING RESOURCES

- City of Portland's and Multnomah County's residential [eviction moratorium](#)
- Oregon Housing and Community Services [COVID-19 resources](#)
- Oregon Housing Alliance recently wrote a [blog post](#) with resources on eviction and foreclosure moratoriums.
- OregonLawHelp.org provides one-pagers regarding Oregon tenant rights during COVID-19 in [Spanish](#) and [English](#).

## HOMELESSNESS RESOURCES

- Multnomah County's [COVID-19 guidance for shelter settings](#)
- Governor's [homelessness guidance issued](#) regarding "Stay Home, Save Lives" [Executive Order 20-12](#)
- The Internal Revenue Service provides a [web tool](#) as a quick means of registering people who do not normally file taxes for the COVID-19 Economic Impact Payment, including a [list of temporary mailing addresses](#) for use by people without bank accounts.

## WORKPLACE RESOURCES

- CDC Guidelines: [Environmental Cleaning and Disinfection Recommendations](#); [COVID-19 Cleaning \(summary\)](#)
- National Institutes of Health [online training](#): how to protect yourself from COVID-19 at work
- SAIF, Oregon workers' compensation insurance: \$10 million coronavirus [worker safety fund](#) to help Oregon employers pay for expenses tied to making workplaces safer
- [Families First Coronavirus Response Act](#) requires certain employers to provide their employees with paid sick leave and expanded family and medical leave for specified reasons related to COVID-19.

## APPROVED BY ECC COMMAND

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