



# COVID-19 RESPONSE

CITY OF PORTLAND  
EMERGENCY COORDINATION CENTER



## Abbreviated Situation Status Report

INCIDENT NAME: COVID-19

CITYWIDE READINESS STATUS: Full Activation

ECC GENERAL PHONE: 503-823-2323

INCIDENT WEBSITE: City of Portland [COVID-19 information website](#)

OERS #: 2020-0528

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REPORTING PERIOD: 11/19/20 1700 – 11/24/20 1700

REPORT #: 56 (11.24.20 0001)

*The ECC and city offices will be closed Thursday, November 26 and Friday, November 27 in observance of the American Thanksgiving holiday.*

The next Abbreviated Situation Status Report will be released: **Tuesday, December 1** and the next full Situation Status Report will be released **Thursday, December 3**.

Have something to add/update? **Bureaus and agencies should send inputs by noon Wednesday, December 2 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](#).

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**\*\*For the Word document version, hold the Ctrl button and click the page number on the right to take you to the section you would like. For the PDF version click the page number to take you to the section you would like.**

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## A. SITUATION SUMMARY

New Oregon and Multnomah County COVID-19 Cases per day



### OVERVIEW

#### **Significant events in this reporting period**

Pfizer announced the submission of its COVID-19 vaccine to the Food and Drug Administration for emergency use authorization; Oregon Employment Department announced that they are making waiting week payments to eligible Oregonians receiving unemployment benefits starting Monday, November 30; Restaurants file lawsuit in response to Oregon's two-week freeze.

#### **Local and Regional News**

- As of November 24, there are 474 confirmed Coronavirus hospitalizations in Oregon. The [Oregon Health Authority \(OHA\)](#) releases these numbers daily.
- On November 24, the [Oregon Health Authority \(OHA\) reported](#) 21 COVID-19 deaths, the highest number of COVID-19 deaths the state has seen in a single day.
- On November 23, [KGW reported](#) that Multnomah County Commissioner Meieran received criticism for traveling to Hawaii just days before Governor Brown's suggestion that Oregonians limit interstate travel.
- On November 23, [KGW reported](#) that the Oregon Employment Department announced that they are making waiting week payments to eligible Oregonians receiving unemployment benefits starting Monday, November 30.
- On November 22, OHA [reported](#) a new record of 1,517 cases; Oregon is averaging 1,000 cases a day.
- On November 21, [OregonLive reported](#) that on Saturday, November 21, more than 100 people

took to the state's Capitol to protest the Governor's latest COVID-19 restrictions.

- On November 20, [KGW reported](#) that the state of Oregon changed how it counts COVID-19 tests.
- On November 20, [KGW reported](#) that Governor Brown is encouraging 911 calls for COVID-19 restriction violators.
- On November 20, [KATU reported](#) that restaurants filed a lawsuit in response to Oregon's two-week freeze.
- On November 19, the City of Portland launched [www.ShopSmallPDX.com](http://www.ShopSmallPDX.com) to encourage support for Portland's small businesses. The site allows users to explore local businesses via an interactive map.
- Metro has [announced](#) that ZooLights is a drive through event this year.
- Washington County is [asking](#) residents to help with contact tracing due to high number of cases.
- On November 18, [Willamette Week](#) published an article inquiring into Governor Brown's decision to limit Thanksgiving gatherings while placing no restrictions on Black Friday retailers.

### ***National and International News***

- On November 22, [OregonLive reported](#) that US health officials authorized the emergency use of Regeneron.
- On November 22, [OregonLive reported](#) that COVID-19 induced jury duty no-shows have slowed down jury trials.
- On November 22, [CNN reported](#) that according to Johns Hopkins University more than three million new COVID-19 cases were reported between November 1-22; this is nearly a quarter of all US cases since the beginning of the pandemic.
- On November 21, [Buzzfeed reported](#) that the US has surpassed 12 million COVID-19 cases.
- On November 21, the [Wallstreet Journal reported](#) on the risk posed by college students heading home this Thanksgiving without COVID-19 tests.
- On November 20, [Pfizer announced](#) the submission of its COVID-19 vaccine to the Food and Drug Administration for emergency use authorization.
- On November 20, [StatNews reported](#) that as COVID-19 treatments arrive, hospitals are facing logistical and ethical challenges.
- On November 20, [King 5 reported](#) that Washington Governor Inslee announced a \$135 million state relief package to support small businesses, workers and families hit by COVID-19.
- On November 20, [USA reported](#) that schools are closing for millions of kids as teachers get sick and COVID cases surge.
- On November 20, [OregonLive reported](#) that daily COVID-19 deaths in the U.S. reach highest level since May.
- On November 20, [The Hill reported](#) that Senator Rick Scott is the latest to test positive amid a new outbreak of cases among lawmakers on Capitol Hill.
- On November 19, [Time reported](#) that the US COVID-19 outbreak is worse than it has ever been; so why aren't we acting like it.
- On November 19, [The Washington Post reported](#) that WHO states that someone in Europe is dying every 17 seconds from COVID-19.
- On November 18, [ABC News reported](#) on the White House's response to COVID-19 Thanksgiving restrictions.

## B. PARTNER INFORMATION

### STATE

#### **Oregon Health Authority (OHA).**

- OHA [reports](#) new records and renewed determination.
- OHA [guidance](#) for saying no to holiday gatherings and Oregon chefs on how to have a tasty and safe Thanksgiving.

## C. RESOURCES

### RESOURCES UPDATE

*Our resource information is now located on the [COVID-19 webpage](#). The resources page will have information on resources from Multnomah County, City of Portland, Asking Questions and Getting Help, Equity, Volunteering, About COVID-19, Well-being, Housing, Homelessness, Workplace, Food Security and Portland Area Schools & Universities.*

### APPROVED BY ECC COMMAND

<b>Created by</b>	Lisa Osterberg
<b>Date/Time</b>	November 24, 2020 14:22
<b>Approved by</b>	Katy Wolf
<b>Date/Time</b>	November 24, 2020 14:55

## D. APPENDIX B – CURRENT EAP OBJECTIVES 11/20/20-12/04/20

### COMMAND'S EMPHASIS FOR OPERATIONAL PERIOD (11/20/20 – 12/04/20):

1. Directly protect human life and public health, including the safety and health of all 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. Maintain unity of effort for 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. Address the immediate food security, personal protective equipment, and sheltering needs of Portland community members experiencing the largest disparities. Work to recognize, assess, and reduce disparities in the provision of all services and resources provided to the public. By focusing on decreasing disparities, we create an emergency response system that works for everyone.
9. Ensure compliance with Civil Rights Title VI and ADA Title II in all ECC functions. Center our work in service to communities most impacted by COVID-19, which are: Black and Indigenous communities, communities of color, immigrant and refugee communities, people with disabilities and underlying conditions, and people with intersectional experiences of oppression.
10. Create an equitable workplace where employees experience a culture of belonging and inclusivity. Serve as a model of equity and collaboration for other bureaus.
11. Create opportunities for Portland employees who are also members of impacted communities to grow professionally and demonstrate leadership through work in the ECC.
12. Build relationships of trust with community members, partner organizations, and jurisdictional partners, and work to ensure our recovery is building towards a resilient, prosperous, healthy, equitable, and just city for all.

### ECC OBJECTIVES (11/20/20 – 12/04/20)

#### 1. *ECC-Administration/Command:*

- a. Finalize section chiefs' list of primary candidates for surge or re-staffing of the ECC. ECC Manager to formally reach out to candidates and their bureau leadership to build support.
- b. Improve Resource Unit processes by implementing a scheduling software and continue testing the Microsoft Shifts software. Continue use of interim solution until a software is deployed. Job aid for new sections to be completed by **November 30**.
- c. Develop position Task Book Training Program of qualifications for specific ECC positions for future deployment. Task books should identify the competencies, skillsets, and responsibilities that personnel should demonstrate to become qualified for a defined ECC position. Complete task books by **December 31**.
- d. Create ECC staff handbook for command and general staff. The handbook will include SOPs

from sections, the Equity Toolkit, and onboarding and offboarding information. Complete draft and deliver to Command by **November 30**.

- e. Expand use of the [City's Equity Toolkit for COVID-19 Community Response and Recovery Efforts \(Equity Toolkit\)](#) and the Results-Based Accountability framework across all ECC objectives, projects and priorities.
- f. Use the ECC Effective Communications Guide in all external communications to help ensure ADA compliance and further our equity goals. A person with a disability should be able to share and receive information from the ECC as effectively as a person who doesn't have a disability.
- g. Use the Language Access Guidance for the COVID-19 Response in all external communications to help ensure nondiscrimination on the basis of national origin. External communications should be accessible to all communities in simple language (8th grade reading level), more languages, mindful of cultural norms, and formats or platforms that facilitate meaningful access, such as audio, audio-video, etc.

## 2. **Coordination:**

- a. Implement additional temporary Outdoor Emergency Shelter winterization by using residual CARES Act budget by **December 31**.
- b. **Develop a communications strategy including physical signage to publicize six-foot distancing and have it ready for distribution.**
- c. **The Donation Button for the Employee Annual Giving Campaign (open for both employees and the public) will be announced by December 4.**
- d. Schedule focus group meetings with CBOs to better understand CBO **preferences by the end of 2020**.
- e. **Meet to receive additional direction from tribal representatives to support their efforts in assisting tribal members living in Portland by December 31.**
- f. Address food security needs with the most vulnerable communities in Portland by:  
Identifying and working with networks and leaders in communities of color/immigrant communities, elders at risk, and people with disabilities to determine the most appropriate ways to address their food needs; Use this work to support locally owned food providers and culturally identified businesses during the economic crisis.
  - i. Execute contracts and deliver CARES cards for distribution **through December 31**.
  - ii. Spend the remaining Lunch + Play funds by **December 31** by coordinating with David Douglas SUN School, hiring new staff, executing Oregon Food Bank contract, and distributing CARES Cards to SUN pantry and school sites.

## 3. **Finance:**

- a. Support the CARES Act allocation funding disbursement to East County Cities, Prosper Portland, RACC, OHSU, and **bureau led community support programs until December 31**.
- b. **Review and audit incident expenses and submit applications for congregate sheltering, PPE, ECC staff costs, campsite cleanup, communications, and food security projects to FEMA for potential reimbursement through December 4.**
- c. **Track all expenses pertaining to the Food Security Project, provide support to PDX CARES Card distribution team and finalize CBO contracts by December 31.**
- d. **Provide financial guidance and support to the temporary Outdoor Emergency Shelters until the end of the City of Portland's Emergency Declaration.**

- e. **Provide facilitation and financial guidance to support the St. Johns Shelter project development.**
  - f. **Provide procurement support to household, rent, and mortgage assistance contracts and the Digital Divide Work Group program.**
  - g. **Track the status of contracts and agreements through the City procurement process.**
  - h. **Monitor CARES Act funding allocation to identify underutilized funds to be spent by December 30.**
4. **Joint Information Center (JIC):**
- a. Compile results, initial findings, and recommendations of **August-November** online media campaigns and produce a report by **December 15**.
5. **Logistics:**
- a. Implement newly established ordering timelines for both JVIC and Food Security Team resource requests. Reorganize and consolidate existing on-hand inventory to support implementation.
  - b. Implement and evaluate newly established order fulfillment process with Ground Support team.
  - c. Review inventory of critical PPE and purchase as necessary to maintain inventory in case of a concurrent emergency, COVID-19 resurgence, and City reentry.
  - d. **Finalize procedures for Chromebook Replacement Program** in partnership with Smart City PDX.
6. **Planning:**
- a. Prepare for the **December 17** Disaster Policy Council meeting, in coordination with ECC Manager and PBEM Director.
  - b. **Monitor the implementation of new abbreviated Situation Status Report published on Tuesdays through December 31.**
  - c. **Check in with Chiefs during non-EAP weeks to update section recommendation goals from the Status Report.**
  - d. Plan for pandemic resurgence (remobilization), end of pandemic (demobilization), and concurrent emergencies (flooding, severe cold, and wind or snowstorm events) with ECC and PBEM leadership. Complete the draft plan review process by **December 4**.
7. **Safety Officer:**
- a. Coordinate with the COVID-19 Workplace Safety Workgroup **on updates to the Citywide COVID-19 Safety Guidance and training through the end of November.**
  - b. **Update Illness in the Workplace and Contact Tracing Guidelines to incorporate OR OSHA requirements by the end of November.**
  - c. **Develop OR OSHA Risk Assessment and Infection Control Plan documents for the ECC by December 7, 2020.**
8. **Equity Officer:**
- a. Develop an Equity lens based on the Equity Toolkit, national best practices and resources, and other citywide Equity tools, (budget Equity tool) for use in all decision making, planning, program design, resource allocation, service delivery, and communications to ensure institutionalization of Equity throughout the ECC.
  - b. Coordinate and oversee the Equity subject matter experts working to advise the ECC and develop a process for their advisement to ECC sections, their programs and

program leads.

- c. Ensure all Equity efforts of the ECC are in alignment with the Equity standards, guidance, tools, and policy set by the Office of Equity and Human Rights.
- d. Meet regularly with ECC section chiefs to support the implementation of Equity decision-making tools and processes across ECC sections.
- e. Provide Equity advisement to City COOP planner in creating guidance to include an Equity lens and analysis in the COOP Business Impact Analysis (BIA) process. Review COOP plan manager's draft BIA with Equity component.
- f. Check in with Section Chiefs on progress of implementation of the ECC Equity guidance, resources, and tools overview document (accessed through the new ECC Equity channel in Teams) over the next two weeks. Provide ECC Equity & Language Access overview to PBOT contractor along with JIC Lead Public Information Officer and be informed on their scope of work for PBOT COVID-19 related messaging campaign on November 9; the purpose is to ensure alignment with ECC equity procedures, standards, and guidance.
- g. Provide Equity and Language Access advisement and training to the Coordination and Finance teams, and the Logistics Chief over the next two weeks.**
- h. Provide ECC Equity & Language Access overview to PBOT contractor along with JIC Lead Public Information Officer and be informed on their scope of work for PBOT COVID-19 related messaging campaign; the purpose is to ensure alignment with ECC equity procedures, standards, and guidance.
- i. Provide advisement and support to Planning Section Chief in providing initial training to Planning Section staff on the roll out of the Equity guidance, tools, and resources **at the December 9 Planning Section Team meeting.**
- j. Provide Language Access and Equity advisement to and with Joint Information Center staff and PIO, the Food Security Project, and the Office of Community Technology Director by December 4.**