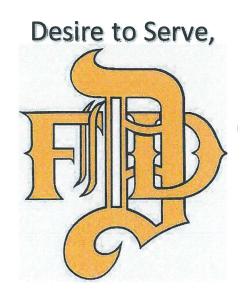
Denver Fire Department



Courage to Act, Ability to Perform

Incident Name	COVID-19
Incident Type	Pandemic
Incident Location	Denver
Incident Commander	Deputy Chief Desmond Fulton
Operational Period Begin	March 12, 2020 0700 MST
Operational Period End	March 13 th , 2020 0700 MST
Operations Period Number	One



745 West Colfax Avenue Denver, CO 80204 p: 720.913.3424 f: 720.913.3597 www.denvergov.org/fire

FCM 014-2020

FIRE CHIEF MEMORANDUM

DATE:

March 11, 2020

TO:

All Members

FROM:

Todd A. Bower, Chief of Department *TAB*

SUBJECT:

COVID-19 / CORONAVIRUS DFD UPDATES

COVID-19/ Coronavirus DFD Updates

The following are important reminders for Operations personnel to consider on any EMS call:

- Dispatch will continue to screen potential COVID-19 9-1-1 callers through PRO-QA. **CODE-19C** will be identified if the caller meets the criteria for a suspected case of the virus.
- Be extremely vigilant if a patient presents with signs of lower respiratory infection such as fever, cough, shortness of breath and breathing difficulties. Don't solely rely on dispatch information, treat patients who display flu like systems as being possibly infected. Treat all patients as potentially exposed, until sample questions have been asked including:
 - o Have you traveled recently?
 - o Do you have respiratory issues?
 - o Do you have a fever?
- For interpretation services, please call (844) 235-7351 and state you are with Denver Fire. Place call on speaker phone, and have patient begin speaking in native language to be connected with an interpreter. There are over 200 languages available for interpretation.
- If there is a possibility of a COVID-19 patient, please stage and wait until the arrival of the responding ALS unit to determine the best approach/action to deal with the patient, unless crews have indication a of possible immediate life-threatening event occurring.
- Take the time to donn the appropriate medical PPE which includes N-95 or P-100 half mask, gowns, gloves, and eye protection. As a last resort use SCBA.
- Don't bring ESO tablet into contact with a potential patient. Unless medical interventions are needed, leave medical and O2 bag at the door.
- Minimize the number of DFD members treating the suspected patient, (1 member instead of 4) and maintain at least 6 feet of distance from patient. Also, hand or toss a surgical mask to the patient to minimize exposure.



- For suspected COVID-19 patients, do not place them on a non-rebreather mask unless patient presents as hypoxic.
- A possible consideration is to contact patient via cell phone from the rig. This provides additional opportunity to limit exposure while asking questions.
- Oxivir Five 16 concentrate is an appropriate solution for disinfecting surfaces. This concentrate is currently available in every firehouse. If available, a 20:1 bleach solution is appropriate as well.
- It is important to know that the vast majority of healthy individuals exposed to COVID-19 have a low mortality rate.

Fire Stations

Captains and Assistant Chiefs please post the following postcards and flyers in a prominent location in the fire house.

- o Coronavirus (COVID-19) Postcard english (PDF)
- o Coronavirus (COVID-19) Postcard español (PDF)
- Wash Your Hands window flyer english & español (PDF)

Additional DFD Resources

- Further **Questions** about COVID-19, please call Captain Linville for any questions at 303.944.4090.
- As this is a difficult time, for those needing <u>behavioral health resources</u> they are available on <u>DFD web</u> and <u>Target Solutions</u>.

Stay Informed on Denver's Response to Coronavirus (COVID-19)-

• Stay Informed with City Updates at the following link:

(https://denvercity.sharepoint.com/sites/ModernDev/SitePages/Coronavirus_COVID-19.aspx)

With the novel coronavirus (COVID-19) dominating daily news headlines, Mayor Michael B. Hancock and city leaders want to make sure <u>employees are informed</u> on how Denver is preparing for the potential of the virus to appear in The Mile High City.

The mayor has asked Denver's Department of Public Health & Environment (DDPHE) and Office of Emergency Management (OEM) to lead the coordination of prevention, preparedness, and response activities with other local public health agencies, including the Colorado Department of Public Health & Environment (CDPHE), and the Centers for Disease Control and Prevention (CDC). These entities, along with a task force made up of other city and quasi-city departments, are working to ensure accurate information is provided to the public, healthcare and other service providers, and Denver International Airport staff and visitors – and, of course, you.

What do you need to know?

1. The risk of transmission of the COVID-19 to the public and the first responder community in Denver is low at this time.

- 2. Right now, the only thing you need to do is follow the same guidance you already know to reduce your risk of getting any respiratory virus:
 - 1. Wash your hands frequently for 20-seconds—particularly before eating, touching your mouth, nose or eyes
 - 2. Stay home from work or keep your kids home from school when sick
 - 3. Clean high-touch surfaces frequently like doorknobs, countertops, tables, etc.
 - 4. More specific preventative guidance can be found on the CDC website
- 3. Stay informed. The city's website, **Denvergov.org**, will be updated regularly with the latest information.
- 4. Share the message with fellow employees, departments, and agencies by directing them to this page and sharing communications materials such as the 'Wash Your Hands' flyer and general Info postcards, at right.

As a City and County of Denver employee, your health and safety are top of mind for Mayor Michael B. Hancock and city leaders and updates will be shared with you as they become available. For now, it's important to react appropriately and use your voice to help combat fear and panic in our community. Remember that you're a trusted city ambassador to your families, friends, neighbors, and the customers you work with every day. Please help the city share accurate, relevant information - or correct myths - where you can.

A Message from Mayor Michael B. Hancock: COVID-19 Response Update

March 11, 2020

Dear City Employees -

I have a couple of important updates to share with you today regarding COVID-19.

First, late yesterday we were notified that a city employee at DEN has tested positive for COVID-19 and is currently in isolation. This employee is a member of one of the city's maintenance team and we are working with the proper health agencies to notify those who may have come in contact with the employee when they were symptomatic. At this time we believe this person had limited contact with other employees.

Second, in support of Governor Polis' emergency declaration yesterday, and state efforts to ensure that public health resources and authority are aligned, I've directed city leadership to expand efforts already underway to protect you and residents in our community from COVID-19.

This includes:

- The suspension of all non-essential work-related travel by city employees.
- The postponement of optional city government-sponsored public meetings. I'm not discouraging public gathering, but we do need to determine where online services might be preferable to inperson service delivery.
- I've asked Technology Services to coordinate with the city's Emergency Operations Center to expand work-from-home options for city employees should that become necessary. I'm not activating a citywide work from home policy at this time, but if you have questions on your department/agency's policy, please speak with your manager.

Our efforts to reduce unnecessary public interaction and increase options for people who may be impacted by the virus are on-going. For city employees, that could include flexible work options and paid sick leave, if necessary.

As Governor Polis said yesterday, additional test kits are being sent to Colorado, which may mean the early detection of additional cases. Managing cases in Denver will continue to be an evolving situation and the city will take responsive action as needed.

I encourage everyone to continue to follow rigorous sanitation practices, including thorough hand-washing, and staying home if you have flu-like symptoms.

You'll receive email updates from the Office of Human Resources (OHR) with additional information on the points as needed. Please watch for that and continue to visit <u>DenverHub</u>, the city's employee intranet, for the most updated information, or call 720-913-1010 to hear a recorded message.

Finally, as we continue to work through this situation, please treat your coworkers and the public with kindness, patience, and compassion.

Respectfully,

Michael B. Hancock Mayor

TAB:al:mam/h/2020 - fcms/014-2020 covid-19 - coronavirus dfd updates.docx

DISPOSITION: Read at Roll Call for three (3) consecutive shifts. DISTRIBUTION: Suppression and Support Services (electronic)

INCIDENT OBJECTIVES (ICS 202)

-							
1. Incident Name: CO\	/ID19	2. Operational Period:	Date From: 3/12/2020	Date To: 3/13/2020			
			Time From: 0700	Time To: 0700			
 Provide the most up non-uniform. Review, revise, and Department functions. Ensure preparations Maintain communications 	to date treatment and bolster Level 1, Level (See attached COVID are completed for im- ation with City and Co	I isolation procedures for 2, and Level 3 Conting 19 Contingency Plan). plementation of Continguity leadership for mos	o Fire Department person or possibly exposed perso gency Plan for maintaining gency Plans. st current situation status,	nel, including non-uniform. onnel, including gessential core Fire			
				l			
4. Operational Period	4. Operational Period Command Emphasis:						
home. 5. Coordinate Public Ir	nunicated to all Denver hedule and communic ogistics of providing qual formation messages values. Current direction is to	Fire personnel, includination flow. uarantine quarters for evith City and County lead or refer all requests for in	exposed members with at- adership and provide clea nformation to PIO Captain	r direction to Fire			
General Situational Awa	areness						
Department of Public H Planning and communication	ealth & Environment (cation focus for possib	DDPHE) with coordinat le escalation of the eve		y and County Leadership.			
5. Site Safety Plan Re	quired? Yes No						
Approved Site Safe	ty Plan(s) Located at	:					
6. Incident Action Plan	(the items checked b	elow are included in th	is Incident Action Plan):				
X ICS 203X ICS 204☐ ICS 205☐ ICS 205AX ICS 206	ICS 207 ICS 208 Map/Chart Weather Forecas	st/Tides/Currents	Other Attachments: Covidence Covidenc	hedule			
7. Prepared by: Name	: Warren Mitchell	Position/Title: Plan	sSignatur	e Athletic			
8. Approved by Incident Commander: Name: Desmond Fulton, Dep Chief Signature:							
ICS 202	IAP Page 6	Date/Time: 3/11/2	020 1500				

ORGANIZATION ASSIGNMENT LIST (ICS 203)

1. Incident Name:	:	2. Operational Period:			·			
COVID-19			Time From: 0700 Time To: 0700					
3. Incident Commander(s) and Command Staff:			7. Operations Section:					
IC/UCs	Fulto	lton, Desmond		Chief	Murphy, Robert			
				Deputy				
Deputy	Nuar	nes, Ryan		Staging Area				
Safety Officer	Linvil	le, Jeff		Branch				
Public Info. Officer	Pixle	y, Greg		Branch Director				
Liaison Officer	Lara,	Adriana		Deputy				
4. Agency/Organi	izatio	n Representatives:		Division/Group	TBD	Ops/Shift Commanders		
Agency/Organization	า	Name		Division/Group	Bray, Russ	DEN		
				Division/Group				
				Division/Group				
				Division/Group				
				Branch				
				Branch Director				
				Deputy				
5. Planning Section	on:			Division/Group				
C	hief	Mitchell, Warren/Alma	guer Manny	Division/Group				
Dej	puty	Krugman, Jim		Division/Group				
Resources	Unit			Division/Group				
Situation	Unit			Division/Group				
Documentation	Unit			Branch				
Demobilization	Unit			Branch Director				
Technical Specia	pecialists		Deputy					
				Division/Group				
				Division/Group				
				Division/Group				
6. Logistics Secti	on:			Division/Group				
C	hief	Vigil, Jeremy		Division/Group				
Dej	puty			Air Operations Bran	ch			
Support Bra	nch			Air Ops Branch Dir.				
Dire	ctor							
Supply	Unit							
Facilities	Unit			8. Finance/Admini	stration Section:			
Ground Support	Unit			Chief	Moeder, Wendi			
Service Bra	nch			Deputy	Cummings, Chanee			
Dire	ctor			Time Unit				
Communications	Unit			Procurement Unit				
Medical	Unit	Miccio, Melissa		Comp/Claims Unit				
Food	Unit			Cost Unit		W COLLEGE		
9. Prepared by: Name: J.Krugman Position/			n/Title: Deputy PSC	Signature:	Wartickell			
ICS 203		IAP Page 7	Date/Ti	me:				

ASSIGNMENT LIST (ICS 204)

1. Incident Name:		2. Operation				3.
COVID-19		Date From: 3/12/2020 Date To: 3/13/2020			Air Side Branch:	
		Time From: 0700 Time To: 0700				
4. Operations Personnel: Name Contact Number(s)					Division:	
Operations Section Ch	nief: Murphy,	Robert				Group:
Branch Direc	ctor: B <u>ray, Ru</u>	uss				Staging Area:
Division/Group Supervi	isor:					
5. Resources Assigne	ed:		ည			Reporting Location,
Resource Identifier			# of Persons	Contact (e.g., phone, pager, radio		Special Equipment and Supplies, Remarks, Notes, Information
	1					
	· · · · · · · · · · · · · · · · · · ·					
	2					
6. Work Assignments: TBD						
7. Special Instruction	s:					
8. Communications (r	radio and/or p	phone contac	ct nun	nbers needed for this as	ssignment):	
Name/Function		Prima	ary Co	ontact: indicate cell, pa	ger, or radio (fi	requency/system/channel)
9. Prepared by: Name	e· J.Krugma		Posi	tion/Title: Dep. PSC	Signs	ature: Who didde
ICS 204	IAP Page		ı	e/Time:		, <u>v</u>
	~37 .					

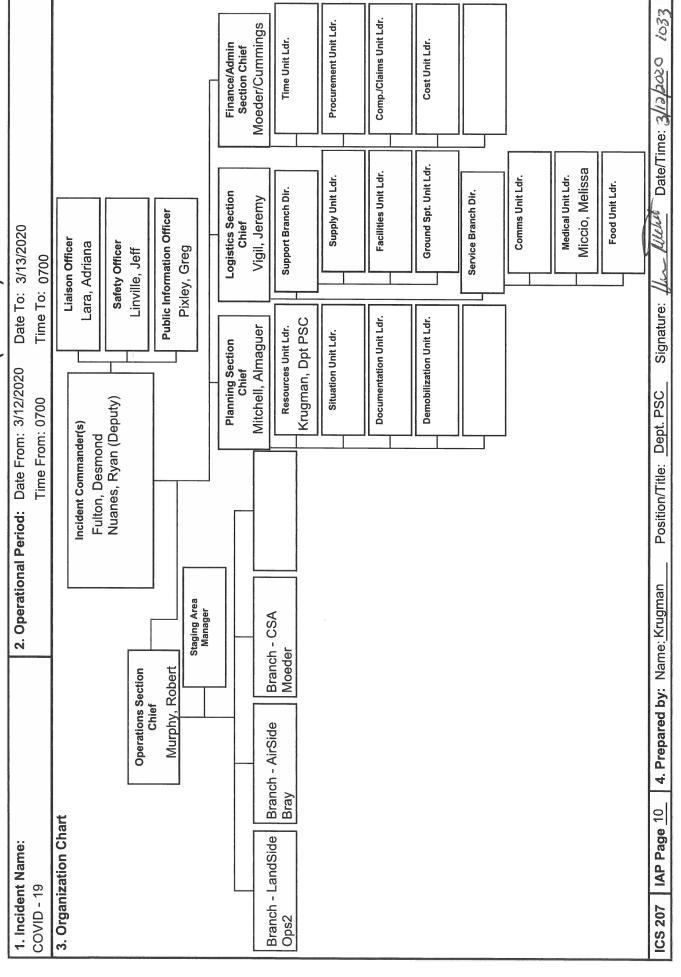
ASSIGNMENT LIST (ICS 204)

1. Incident Name:		2. Operati					3.
COVID-19		Date From: 3/12/2020 Date To: 3/13/2020			Land Side Branch:		
		Time From: 0700 Time To: 0700					
4. Operations Person	nel: Name				Conta	ct Number(s)	Division:
Operations Section Ch	nief: Murphy	, Robert					Group:
Branch Direc	otor: S <u>hift C</u>	<u>ommanders</u>	1				Staging Area:
Division/Group Superv	isor:						
5. Resources Assign	ed:		တ္				Reporting Location,
Resource Identifier	Leader		# of Persons	Contact (e. frequency,		pager, radio	Special Equipment and Supplies, Remarks, Notes, Information
					. , ,		
1	6. Work Assignments:						
TBD							
,							
7. Special Instruction	ıs:			JIM.			
ļ							
8. Communications (radio and/or	phone cont	tact nun	nhers neede	d for this a	ssignment).	
Name/Function		•				,	requency/system/channel)
/							
/							11. 11. AX
9. Prepared by: Nam				tion/Title: D		Signa	ature: White Millotus
ICS 204	IAP Page	5	Date	e/Time: <u>3/1</u>	1/2020	740	

MEDICAL PLAN (ICS 206)

1. Incident Nam COVID 19	2. Operational F					te To: 03/13/2020 ne To: 0700			
3. Medical Aid Stations:									
					1	ontact	Paramedics		
Name			Location		Number(s	s)/Frequency		on Site?	
							Yes No		
							Yes		
						Yes			
							Yes		
							Yes No		
4. Transportation	n (indicate	air or ground):					Yes	s No	
4. Transportatio	TI (III alcate	an or ground).	×		Co	ontact			
Ambulance S	ervice		Location			s)/Frequency	Level of	Level of Service	
Denver Heath Pa	ramedics	777 Bannock St I	Denver				XALS	BLS	
Northglenn Ambu	lance	5650 Holly St Co	mmerce City				✓ALS	BLS	
Action Care Amb	ulance	14854 E Hinsdale	e Ave Centennial				XALS	BLS	
South Metro Fire/	Rescue	9195 E Mineral A	ve Centennial				⊠ALS	BLS	
5. Hospitals:									
	L otitud	Address,	Contact	Tra	vel Time	Т	Divini		
Hospital Name		e & Longitude Helipad	Number(s)/ Frequency	Air	Ground	Trauma Center	Burn Center	Helipad	
Denver Health	777 Bann Denver	ock St				XYes Level: 1	☐ Yes ⊠No	⊠Yes □No	
Swedish	601 E Hampden Ave Englewood					XYes Level:_1	X Yes □ No	XYes □No	
Saint Jospehs	spehs 1375 E 19th Ave Denver					∑Yes Level:_4	Yes X No	XYes No	
UC Health	12605 E 16th Ave Denver					∑Yes Level:_1	X Yes No	X Yes No	
Childrens Hospital	ens 13123 E 16th Ave					∑Yes Level:_1	X Yes	⊠Yes □ No	
6. Special Medical Emergency Procedures:									
☐ Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.									
7. Prepared by (Medical U	nit Leader): Name	: Melissa Miccio		Signa	ature: <u>ll</u>	MikWO		
8. Approved by	(Safety Of	ficer): Name:			Signatu	re:			
ICS 206	IAI	Page 9	Date/Time: _						

INCIDENT ORGANIZATION CHART (ICS 207)



SAFETY MESSAGE/PLAN (ICS 208)

	SAFLII	MESSAGE/PLA	(IC3 200)				
1. Incident Name: COVID		2. Operational Period:	Date From: 3/12/20 Time From: 0700	Date To: 3/13/20 Time To: 0700			
3. Safety Message/Exp 3. Safety Message/Expanded		sage, Safety Plan, Site S Plan, Site Safety Plan:	Safety Plan:				
Dispatch screening of potentia case of the virus.	Dispatch screening of potential COVID-19 911 callers through PRO-QA. CODE-19C will be identified if the caller meets the criteria for a suspected case of the virus.						
Be extremely vigilant if a patier Don't solely rely on dispatch in Have you traveled recently? Do you have respiratory issues Do you have a fever?	formation, treat patients	lower respiratory infection such as potentially exposed, until sar	as fever, cough, shortness o mple questions have been asi	f breath and breathing difficulties. ked including:			
If there is a possibility of a COV to deal with patient, unless cre approach to deal with suspected	ws have indication of pos	age and wait until the arrival of ssible immediate life-threatenin	the responding ALS unit to deg g event occurring. Maintain a	etermine the best approach/action slow, methodical, and thought out			
		ich includes N-95 or P-100 half hem in a biobag for decontamir		re protection. As a last resort use nver Health.			
Don't bring ESO tablet into cor	itact with a potential pation	ent. Unless medical intervention	ns are needed, leave medical	and 02 bag at the door.			
Minimize the number of DFD n toss a surgical mask to the pat	nembers treating the pati ient to minimize exposur	ent, (1 member instead of 4) ar e.	nd maintain at least 6 feet of d	distance from patient. Also, hand or			
For suspected COVID-19 patie	ents, do not place them o	n a non-re-breather mask, unle	ess the patient is presenting as	s hypoxic.			
A possible consideration is to	contact patient via cell ph	one from the rig. This provides	additional opportunity to limit	exposure while asking questions.			
Decontamination Procedures a	are as follows:						
At conclusion of call: Doff masks with gloves on Place masks in biohazard bag Doff gown and dispose into the Doff gloves and dispose into the Wash hands immediately Wash your face if you touched	e biohazard bag in ambul ne biohazard bag in ambu		ected to be decontaminated la	ter			
For apparatus/equipment: Wear Gloves Wash Hands immediately Wash your face if you touched If you are involved in an obviou Wipe down surfaces with Oxyv Another Option is to mix a 20:	us transmission, wash yo verse 16 out of dispenser		n of water				
4. Site Safety Plan Rec Approved Site Safet	- —	_					
5. Prepared by: Name	Jeff Linville	Position/Title: Safet	y/CaptainSignatu	Captain Olgazily signed by Linville, Jeffrey E DFD Olgazily signed by Linville, Jeffrey E - DFD Captain Older: 2020 03 11 15 09 15 -06'00'			
ICS 208	IAP Page	Date/Time: 3/11/202	20				

Meeting Schedule

Operational Briefing

0730

(Brief members based on current IAP)

Command and General Staff immediately following

Tactics Meeting

1000

(Develop strategy and tactics)

Planning Meeting

1300

(Verify support of plan and assignments)

IAP Inputs Due

1400

IAP Review Meeting

1500

(Command and General Staff)