



(ESF 8) Public Health & Medical Services Responsibilities:

Reviews the EOC Common Responsibilities Checklist
Provides human services input to the EOC Incident Action Plan and briefings
Ensures group supervisors contribute to the situation report

Reports to:

EM Director/EOC Manager

Supervises:

Mass Care, Housing and Human Services Group Supervisor
Health and Medical Group Supervisor
Volunteer Management Group Supervisor
Donations Management Group Supervisor

Activation Phase:

- Maintain an overall vision of safety during all processes.
- Initiates position log in WEBEOC
- Receives assignment and briefing from EOC Manager during Initial EOC Strategy Meeting
- Determines staffing levels needed within the branch and requests staffing
- Ensures group supervisors are briefed on situation and responsibilities
- Identifies any immediate human service needs

Operational Phase:

- Maintains position log in WEBEOC
- Ensures group supervisors assign and monitor tasks in support of EOC objectives
- Updates Operations Section Chief on branch activities
- Ensures group supervisors have support to complete assigned tasks

Demobilization Phase:

- Ensures any open actions are assigned to appropriate staff
- Provides all final documentation to the Documentation Unit Leader
- Ensures human services functions are maintained throughout and following demobilization

Unique Resources Required:

- N/A