

STATE OF OHIO EMERGENCY OPERATIONS PLAN



EMERGENCY SUPPORT FUNCTION #1 TRANSPORTATION

TAB B – OHIO MEDICAL COUNTERMEASURE TRANSPORTATION AND DISTRIBUTION PLAN

FACILITATING AGENCY

Ohio Department of Transportation

**OHIO EMERGENCY OPERATIONS PLAN
EMERGENCY SUPPORT FUNCTION #1**

Tab B – Ohio Medical Countermeasure Transportation and Distribution Plan

FACILITATING AGENCY: Ohio Department of Transportation (ODOT)

SUPPORT AGENCIES: Adjutant General's Department, Ohio National Guard (OHNG)
Ohio Emergency Management Agency (Ohio EMA)
Ohio State Highway Patrol (OSHP)
Ohio Department of Natural Resources (ODNR)
Ohio Department of Rehabilitation and Correction (ODRC)
Ohio Department of Health (ODH)

I. INTRODUCTION

A. Purpose

1. The Ohio Medical Countermeasure Transportation and Distribution Plan (Tab B to Emergency Support Function (ESF) #1) is a support plan to the Ohio Medical Countermeasure Management and Dispensing Plan, which is Tab A to ESF-8 of the State of Ohio Emergency Operations Plan (State EOP).
2. This Plan addresses responsibilities for state-level organizations to facilitate the transport of Medical Countermeasures (MCM) when it has been decided that MCMs are required.
3. In this Plan, “MCM” refers to any medical countermeasure that would be used during an incident, including those obtained through the Centers for Disease Control and Prevention (CDC).
4. The primary purpose of this Plan is to coordinate the transport of incident-required MCMs throughout Ohio.

B. Scope

1. Ohio maintains operational readiness to execute an MCM response that is aligned with the Public Health and Medical Services Core Capability and with specific functions defined in the Medical Supplies Management and Distribution Target Capability.
2. This Plan supports incident response to all hazards in Ohio that require the distribution of MCMs.

II. SITUATION

- A. Upon activation of this Plan, the Ohio Department of Transportation (ODOT), as the Facilitating Agency, will take the lead in assessing current transportation needs and related conditions.
- B. If the use of contracted transportation resources is necessary, ESF-1 staff will work with ESF-7 (Resource Support and Logistics) staff to coordinate the acquisition and assignment of resources.
- C. ODOT will coordinate the response actions of this Plan's Support Agencies.
- D. Based on the scale of an incident, during normal work hours (Monday through Friday, from 8:00 am to 5:00 pm), the expected time for the arrival of transportation assets would be approximately eight hours; and for non-normal work hours (weekends, holidays and after-hours), the expected time for the arrival of transportation assets would be approximately ten hours.

III. CONCEPT OF OPERATIONS

- A. The State will respond in the most expedient and efficient manner to provide a coordinated system of distribution and security of MCMs.
- B. The activation of response operations under this Plan will be in accordance with the National Incident Management System (NIMS).
- C. Activation of an Ohio Receipt, Store, Stage facility (RSS), a Regional Drop Site (RDS), a Local Drop Site (LDS), or a Point of Dispensing (POD) could trigger activation of this Plan.
 - 1. An RSS could be activated to implement a logistical operation in support of locally-requested MCM-related missions. When needed, the RSS will serve as a staging area for needed resources; including transportation resources, labor, or equipment. ODH has identified primary, backup, and tertiary RSS facilities.
 - 2. Regional Drop Sites (RDS) are operated by local authorities and will be utilized in multi-jurisdictional responses or transportation-shortage situations.
 - 3. RDS(s) will receive MCMs from the RSS for redistribution to LDS(s), POD(s) and/or hospital/treatment centers. During a response, a maximum of eight RDS(s) be established. LDS, PODs, and hospitals will obtain their MCMs from their respective RDS(s).

4. LDS(s) operated by local authorities may be utilized to receive MCMs during a response. LDS(s) will re-distribute MCMs to PODs, local hospitals and treatment centers.
5. POD locations will be operated by local authorities, and will be mass dispensing operations. PODs will obtain MCMs from their respective LDS or RDS dependent on if these facilities are activated.
6. Hospital/treatment centers will obtain MCMs from their respective LDS, RDS or associated POD location, if these facilities are activated.
7. Because direct distribution to PODs or hospitals may be less feasible, delivery mechanisms will be determined at the time of the event using the ODH Transportation Formula.

D. MCM Transportation Management

1. All transportation resources and supporting agencies will operate in accordance with NIMS and the ESF-8-based Ohio MCM Plan.
2. ODOT or OHNG will transport assets from the RSS to PODs, RDS(s), LDS(s) or hospital/treatment centers. Other support agencies may provide transportation assistance if needed.
3. Support Agencies will employ normal, agency-based means of vehicle support (i.e. fuel, repair, etc.) during MCM transportation/distribution missions. ODOT will provide emergency vehicle support services as needed.
4. The ODOT Emergency Manager will be responsible for transport operations of MCMs to activated RDS(s), LDS(s), PODs and/or hospital/treatment centers.
5. As needed, ODOT will work with OSHP and local agencies to facilitate road openings and closures during MCM transport. This function will be coordinated with agencies and resources via the ODOT Emergency Management Coordinator at the State of Ohio Emergency Operation Center (State EOC).
6. Command staff at the RSS, RDS(s), LDS(s), PODs and hospital/treatment centers will supply material handling equipment (MHE) to facilitate the loading and unloading of MCMs at their respective sites.

E. Medical Countermeasure Response Strategies

1. An all-hazards planning approach was taken to develop MCM allocation, distribution and transportation response strategies. This Plan's transport response activities will be scaled to the nature, scope and size of the incident, and/or the required MCMs.

2. MCM distribution strategies will be determined at the time of an incident, and will be based on efficiency, cost-effectiveness, and the area(s) that have been impacted. Dependent on the incident, distribution will be carried out by one-or-more of the following entities:
 - a. State-level support agencies.
 - b. Contracted shipping services.
 - c. Local-level support agencies.
3. MCM transportation Strategies
 - a. MCM transportation strategies will be selected and structured to leverage the advantages of centralized distribution..
 - b. To effectively execute MCM transportation strategies, the State of Ohio has identified systems that directly support the transportation process; which include:
 - i. Ohio Points of Dispensing
 - ii. ODH's Inventory Management System
 - iii. ODH Transportation Formula
 - iv. Contracted Shippers' System
 - v. Global Positioning System (GPS) navigation equipment
 - vi. ODOT's OHGO website
 - vii. Road atlas maps
 - c. The MCM Transportation Model (i.e., method/option) for the shipment of MCM to impacted areas will be determined by an ESF-1 Working Group, in conjunction with ESF-8 and ESF-13, and will be based on the current incident's factors and needs.
 - d. Depending on the size of the impacted area, direct distribution from the State to an individual POD or hospital could be less feasible than coordinated distribution at the regional or county level. Distribution methods will be determined at the time of the incident. ODH and State partners will review ODH-prepared decision-making algorithms.
 - i. Shipment from the RSS directly to POD(s) and hospital/treatment centers:
 - Either single or multiple-load transportation utilizing the OHNG and/or the ODOT direct to POD(s) and hospital/treatment centers.

- If feasible, MCMs will be transported directly from the RSS to a dispensing site(s).
 - ii. Direct shipment from the RSS to LDS(s), POD(s) and/or hospital/treatment centers
 - If feasible, MCMs will be transported directly from the RSS to POD(s) and/or LDS.
 - iii. Shipment from RSS to RDS(s), to LDS(s), POD(s), and/or hospitals/treatment centers.
- e. State agency personnel and equipment will not be required under this Plan to enter into, deliver MCM to and/or conduct operations in any area of the state that has been determined to be unsafe. Appropriate methods for the delivery of MCMs to contaminated areas will be determined through the State EOC's Executive Group based on the incident.

F. MCM Response

1. The concept of operations for MCM distribution operations will be in accordance with the Ohio MCM Plan.
 - a. Activities below will be accomplished by the MCM Plan's Lead and Support agencies:
 - i. Map, route and dispatch vehicles for all outbound shipments of MCM materiel.
 - ii. Deliver MCMs to the RSS.
 - iii. Deliver MCMs to the appropriate site for re-packaging and back to the RSS as appropriate.
 - iv. Transport MCMs to the appropriate sites in accordance with the determined Distribution and Transportation Strategies.
 - v. Transfer Custody of MCMs to appropriate sites in accordance with the MCM Chain of Custody Procedure.
 - vi. Additional state support may be required beyond the initial response period to maintain operations and will be provided through ESF-7 (Resource Support and Logistics) and/or with Ohio Public Private Partnership (OP3).
 - vii. MCM materiel Recovery - As local jurisdictions identify enough capability and capacity to serve their affected populations, the MCM materiel distribution operations will scale down until the demobilization process is initiated. ODOT, OHNG, or contracted shippers will transport unused resources to the RSS.

- viii. Ensuring adherence to cold chain management procedures during transport.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY

A. Facilitating Agency - Ohio Department of Transportation (ODOT)

1. Maintain a list of pre-designated resources from ODOT and this Plan's Support Agencies for the RSS to manage logistical support in conjunction with ODH, OSHP and OHNG - separated by responding agency.
2. Provide additional information on pre-determined equipment, drivers and locations, which are detailed in the ODOT MCM Resource Manual, and is maintained by the Agency's Emergency Management Coordinator.
3. Facilitate the involvement of ODOT Supervisors in managing the transportation of MCMs to-and-from RSS, RDS(s), LDS(s), POD(s), and hospital/treatment centers.
4. Provide ODOT personnel with Multi-Agency Radio Communications System (MARCS) radios if needed, in addition to their normal communication systems.
5. Facilitate and coordinate the procurement and assignment of transportation equipment and personnel for transportation of MCM from RSS to RDS(s), LDS(s), and/or to POD(s) and hospital/treatment centers.
6. Assign at least one ODOT Liaison to the activated RSS during MCM operations. The ODOT Liaison will coordinate with Support Agencies on delivery needs and delivery confirmations prior to resource will establish communications with the ODOT Emergency Management Coordinator working in the State EOC via the District EOC or direct contact as needed.
7. Identify ODOT staff to provide 24/7 coverage at the RSS to manage logistical support in conjunction with ODH, OSHP and OHNG, including:
 - i. The logistical support of MCM transportation
 - ii. Transport, delivery and transfer of custody
 - iii. Coordination of communications for all aspects related to MCM transportation.
8. ODOT Aviation will provide air assets as needed, and available.
9. Provide guidance for continuous transportation and delivery to RDS(s), LDS(s), PODs, and hospital/treatment center locations in collaboration with its Support Agencies for the duration of the event.
10. Coordinate transportation between the RSS and a repackaging facility and/or the ODH Managed Inventory cache.

11. Lead the ESF-1 Work Group in the creation and real-time assessments of transportation and distribution routes for use during MCM-related events to determine the best routes at that time based on current road conditions
12. Assist in opening or closing roads or highways as necessary and provide emergency route mapping for MCM deliveries; as necessary.
13. Provide information to Support Agencies providing MCM transportation resources regarding roadway and weather conditions via www.ohgo.org.
14. Review with OSHP and OHNG to determine which routes are the most efficient transportation routes from the RSS warehouse to activated RDS(s), LDS(s), and/or PODs and hospital/treatment centers. Alternate routes will be approved at the RSS by the ODOT Liaison and OSHP Security Supervisors prior to departure.
15. If pre-planned routes are determined to not be the most efficient routes, ODOT will use route software to determine routes based on load and destination information provided to them by ODH.
16. In coordination with ODH, utilize the ODH Transportation Formula to determine the optimum number of facilities to which deliveries can be made within the prescribed period of time.
17. Tracking of load convoys and individual transport vehicles will be conducted and/or coordinated via OSHP security escorts and ODOT at the RSS facility.
 - a. Communicate the delivery and transportation status to the Ohio EOC.
 - b. Communicate delivery and transportation status to the designated RDS(s), LDS(s), POD(s) and hospital/treatment centers and to the RSS.
 - c. Ensure all drivers obtain sign off at the time of delivery by the designated local recipient at the RDS, LDS, and/or POD, and hospital/ treatment center. Documentation will be provided to ODOT at the RSS.
 - d. A copy of the signed Master Bill of Lading/Bill of Lading (BOL) (chain of custody) will be left with the local recipient and the driver will return the original BOL to the RSS.
18. Based on ODH guidance, direct transportation activities for Support Agencies to pick up and return unused MCMs from RDS(s), LDS(s), PODs, and hospital/treatment center sites, back to the RSS warehouse.
19. Provide annual RSS MCM transportation training and exercise materials to ODOT personnel.

B. Adjutant General's Department, Ohio National Guard (OHNG)

1. Maintain the capability to provide ground transportation of MCMs from the RSS to RDS(s), LDS(s), and/or PODs and treatment facilities.
2. Provide space at the RSS and any secondary RSS location for storage of ODH "Go Kits" and coordinate access with ODH personnel to check "Go Kit" equipment.
3. Provide perimeter security and control site entry point at the RSS. RSS responders will be required to provide photo ID and must be identified on the site entry authorization list (EAL) or access will be denied.
4. Provide back-up support to ODOT for planning and identification of transportation routes.
5. Communicate OHNG delivery and transportation status through the State EOC.
 - a. Ensure that all drivers obtain sign off at the time of delivery by the designated local recipient at the RDS(s), LDS(s), and/or PODs and treatment centers.
 - b. A copy of the signed Master Bill of Lading/Bill of Lading (BOL) (chain of custody) will be left with the local recipient and the driver will return the original BOL to the RSS.

C. Ohio Department of Rehabilitation and Correction (ODRC)

1. Maintain a list of ODRC pre-designated distribution resources to include semi-tractors, trailers and other covered delivery vehicles with drivers and supplemental security personnel; and share with ODOT as needed.
2. Communicate delivery and transportation status to the RSS.
 - a. Ensure all drivers obtain sign off at the time of delivery by the designated local recipient at the RDS(s), LDS(s), and/or PODs and treatment centers.
 - b. A copy of the signed Master Bill of Lading/Bill of Lading (BOL) (chain of custody) will be left with the local recipient and the driver will return the original BOL to the RSS.

D. Ohio Department of Natural Resources (ODNR)

1. Maintain a list of ODNR pre-designated distribution resources to include semi-tractors, trailers and other covered delivery vehicles with drivers and supplemental security personnel; and share with ODOT as needed.
2. Communicate ODNR delivery and transportation status to the RSS.
 - a. Ensure all drivers obtain sign off at the time of delivery by the designated local recipient at the RDS(s), LDS(s), and/or PODs and treatment centers.
 - b. A copy of the signed Master Bill of Lading/Bill of Lading (BOL) (chain of custody) will be left with the local recipient and the driver will return the original BOL to the RSS.

E. Ohio State Highway Patrol (OSHP)

1. OSHP, as the lead agency for providing security for MCMs during transport from the RSS to the RDS(s), and the Primary Agency for Tab C to ESF-13, the MCM Security Plan; will either directly provide or arrange security for the transportation of MCM resources.
2. During activation, maintain a list of OSHP designated distribution resources to include security escort vehicles with security officers; and provide to ODOT Emergency Response Coordinator as needed.
3. The Ohio State Highway Patrol (OSHP) will coordinate security functions to escort the MCM once it reaches the Ohio border and/or an Ohio airport.
4. Provide security services for MCM transportation by alternate routes as needed and directed by ODOT.
5. Provide and/or coordinate the tracking of load convoys and individual transport vehicles via security escort vehicles with ODOT.

F. Ohio Department of Health (ODH)

1. Maintain a system listing of RSS, RDS, LDS, POD, and hospital/treatment center locations by region and related transportation logistics information (e.g., site-specific logistical information).
2. Inform the ODOT Emergency Operations Coordinator and the Ohio EMA Watch Office of transportation-support requirements.
3. Provide MARCS radios to responding personnel from any support agency, as needed.

4. Review with ODOT and OHNG a timeline for delivery and quantities of MCMs from the RSS to RDS(s), LDS(s), POD(s), and hospital/treatment centers and continue to provide updates throughout the event.
 - a. Provide up-to-date hardcopy and electronic lists of the addresses of activated RDS(s), LDS(s), PODs and hospital/treatment center locations by region to ODOT.
5. Arrange and coordinate, with ODOT and OHNG, the availability of resources for the loading and off-loading of MCMs at the RSS.
6. To ensure the chain of custody, each driver will be given a shipment packing list, routing information (if requested), and master Bill of Lading (BOL).

V. COORDINATION REQUIREMENTS

A. Federal

1. The CDC maintains a Memorandum of Agreement with Ohio to mobilize and transfer MCM assets from its Strategic National Stockpile to Ohio.
2. The Stockpile Support Advance Group (SSAG) will coordinate with the RSS regarding procedures for establishing communications plus the receipt and transfer of MCMs.

B. State

1. Refer to section IV. Organization and Assignment of Responsibilities for Ohio's agency specific coordination responsibilities.

C. Local

1. Local jurisdiction RDS, LDS, POD, and hospital/treatment centers designated points of contact will coordinate with the RSS regarding procedures for establishing communications and the receipt and transfer of MCMs. POD and hospital/treatment center representatives will be responsible for obtaining their assets directly from their respective RDS, and/or LDS(s).
2. RDS(s), LDS(s), POD(s), and hospital/treatment centers will ensure their point of contact and receiving site data is accurately identified prior to requesting MCMs from the State.

3. RDS(s), LDS(s), PODs, and hospital/treatment centers will adhere to Ohio chain of custody guidelines and maintain inventory tracking of MCMs that are received.
7. Command staff at the RSS, RDS(s), LDS(s) and PODs will supply MHE to facilitate the loading and unloading of MCMs at their respective sites.

B. Non-Governmental Organizations

1. When needed, the State will work with retail pharmacy chains and private carriers to solicit their assistance in coordinating distribution operations.
2. Retail pharmacy chains and private carriers will coordinate with the ODH regarding procedures for establishing communications and the receipt and transfer of MCMs.

VI. CRITICAL INFORMATION REQUIREMENTS

- A. Decision makers responsible for implementing and supporting Ohio MCM Plan will require information about:
1. Location and status of RSS
 2. Transportation Capacity
 - a. Quantity of MCMs requiring movement.
 - b. Nature of MCMs to be transported (i.e., temperature controlled).
 - c. Number of RDS(s), LDS(s), PODs, and hospital/treatment center delivery sites and distances to be covered.
 - d. Available transport modes and tonnage.
 - e. Available qualified drivers.
 3. Security
 - a. Security assessment status/results.

VII. PLAN MAINTENANCE

- A. All of this Plan's support agencies will assist in the development of exercises for this Plan in coordination with Ohio EMA and ODH that include state agencies in utilizing the NIMS; facilitate, conduct, and lead drills and exercises with state and local agencies as participants.
- B. A review and update of this Plan will be accomplished annually by the Plan's Support Agencies to address plan deficiencies that are revealed during exercises or operations and to sustain the plan as an operational component of the State EOP).
- C. The Ohio EMA will facilitate review sessions and promulgation for this Plan.