



Continuity of Operations Plan Project

BOARD OF SUPERVISORS PROJECT END
BRIEFING

JULY 23, 2020

CH Consulting Group

Creating a culture of preparedness and resilience

Continuity Project Process Deliverables

Analyzed current plans, documents, information

Gathered Business Impact/Priority Services Data

Analyzed and Vetted New Data

Developed Continuity of Government (COG) Base Plan and Department/Agency Level COOPs

Refined Plans with Department/Agency-Specific Information

Created Recommendation on Future Improvements

Created Education and Exercise Power Point and Scenario Templates for Future Use

Provided to Scott County COVID-specific information on response and phased return to the workplace

Project End Presentation to Department Heads and Board of Supervisors

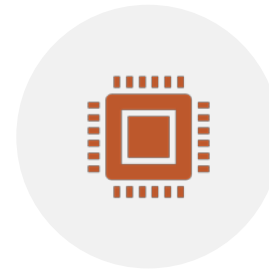
COOP Planning scenarios



LOSS OF
PERSONNEL



LOSS OF
FACILITY/OFFICE



LOSS OF
TECHNOLOGY



LOSS OF CRITICAL
3RD PARTY/VENDOR

Continuity of Government Base Plan

Purpose: To provide structure for County/Department Leadership to support department/agency during disruption



Components:

Legal/Data Privacy
and Scope

County Team
Roles/Responsibilities

Plan Activation and
Notification

Elements of
Continuity for County
as a whole

Education and
Training Schedule

Maintenance
Schedules

Appendices with
Operational Guides
and Checklists

Continuity of Operations Department & Agency-Level Plan

Purpose: To guide department/agency in responding to and recovering from incident



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Recommendations: Scott County Next Steps

Identify and apply lessons learned from COVID?

Verify and Vet Priority Services for County

Continue to flesh out COG/COOP Plans

Educate, Train, Exercise

- County Leadership
- Crisis Operations Team (COT)
- Department Leadership
- COOP Recovery Teams
- Employees
- Community/Citizens

Recommendations: Scott County Next Steps

Identify who “owns’ plan

- Who is responsible for modifying/enhancing plan?
 - Maintenance schedule is included in plan—but personalize!

Meet (virtually) with leadership team to review components and familiarize

Vet/discuss procedures/checklist—edit as needed

Establish procedures for recording information about incidents for potential state or federal reimbursements.

Meet (virtually) with all staff, to educate on the plan

- Components
- Roles and Responsibilities

Questions?

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