

Functional Guidelines for the Four Core Public Health Non-Profits (ASTHO, NACCHO, APHL, CSTE) and CDC on Emergency Preparedness and Response

This document serves to provide functional guidance that can be utilized/implemented by CDC and partners to execute a better integrated and effective preparedness and response strategy that is coordinated across 5 entities and their respective memberships/constituencies.

Communications Activities and Behaviors:

Communication is meant to address issues of bidirectional communication and coordination of messaging from CDC to the membership of non-profits, among non-profit members, and from non-profit membership to CDC.

➤ CDC Responsibilities:

- CDC will coordinate and facilitate quarterly conference calls with the four core public health non-profits (ASTHO, NACCHO, APHL, CSTE) to provide a forum for bidirectional updates.
- CDC intends to include, to the degree practicable, the four core non-profits in the review and vetting process for guidance documents and confidential information exchange such as sharing of embargoed documents or press releases.

➤ Non-Profits' Responsibilities:

- The 4 core non-profits will be formally involved in the development of information, in collaboration with CDC.
- The 4 core non-profits will participate in ongoing sharing of information and products with each other and with CDC as they are developed.
- The 4 core non-profits will inform each other when they activate/deactivate their emergency plans.

Administrative Preparedness Activities and Behaviors:

There are a multitude of critical administrative activities that need to occur prior to, during, and after a national public health emergency. Of special interest are issues related to placement of liaisons during emergencies, challenges of overtime and other personnel timekeeping, funding, and more.

- CDC Responsibilities:
 - CDC to explore options and feasibility for remote connection into the EOC by the 4 core non-profits during a response.
 - Consider use of this infrastructure for quarterly meetings or other response-related meetings, as appropriate.
 - CDC to review and coordinate processes and approvals for funding categorical vs. generic preparedness activities across all non-profits to reduce duplication and ensure coordination of funded activities.
 - CDC will explore procurement of additional resources, including technical expertise, and funding both to and from other CIOs during response activities.
- Non-Profits' Responsibilities:
 - The 4 core non-profits will explore the possibility of a common platform for information sharing/situational awareness purposes.
 - The 4 core non-profits will participate in the review of processes and approvals for CDC-funded projects and activities to ensure coordination across all non-profits and to reduce duplication of efforts.

All Hazards Emergency Preparedness Activities and Behaviors:

- CDC Responsibilities:
 - Conduct and/or participate in exercises
 - Collaborate with partners on evaluation of emergency plans and updates to plans
 - Collaborate with partners on national, regional or local assessments to gauge current preparedness and response capacity and capabilities within STLT agencies
- Non-Profits' Responsibilities:
 - Conduct and/or participate in exercises
 - Evaluate emergency plans and updates to plans
 - Collaborate with CDC and partners in deploying national, regional or local assessments to gauge current preparedness and response capacity and capabilities within STLT agencies