

**BOROUGH COALITIONS
BUDGET PERIOD 1 SUPPLEMENTAL
(BP1 SUPP)
JULY 1, 2018 – JUNE 30, 2019**

During Budget Period BP1 SUPP Borough Coalitions will work with the New York City Department of Health and Mental Hygiene (DOHMH) to continue to build upon work undertaken during prior budget periods of the Hospital Preparedness Program (HPP) from the Assistant Secretary for Preparedness and Response (ASPR). This includes expanding the NYC Health Care Coalition’s reach using a “whole community” approach to emergency preparedness and response that shares responsibility with all community members, and strengthens Borough Coalition member resiliency by:

- Participating in NYCHCC meetings and workshops, including hosting/co-leading one (1) NYCHCC Leadership Council (LC) meeting or Emergency Preparedness Symposia (EPS)
- Increasing non-acute healthcare facility membership in the Borough Coalitions
- Participating in designing and compiling a citywide Disaster Resource Response Tool for use by Borough Coalitions
- Conducting a Call-down Notification Drill with an activity request
- Designing a Coalition-wide Strategic Plan deliverable to address a borough-level gap in preparedness, response or recovery



BP1 SUPP DELIVERABLES SNAPSHOT

Deliverable Name	What to Expect	Deliverable Due Date
1. Submit Partially Executed Budget Period 1 Supplemental (BP1 SUPP) Contract	Once Borough Coalition hospital lead is in receipt of contract, the hospital then has 45 calendar days to return contract to PHS.	Within 45 calendar days of receipt of contract via email from PHS.
2. Participate in NYCHCC Leadership Council Meetings and Emergency Preparedness Symposia (EPS)	Ensure attendance and participation of at least one (1) Borough Coalition Representative or appropriate designee at four (4) NYCHCC Leadership Council meetings. Ensure attendance and participation of at least one (1) Borough Coalition Representative to attend three (3) Emergency Preparedness Symposia (EPS). Host one (1) NYCHCC meeting; which could be an LC or EPS, or a combination LC-EPS meeting.	Expected dates TBD within the months of Sept. 2018; Dec. 2018; Feb. 2019; May 2019
3. Increase Borough Coalition Membership	Using completed BP1 borough coalition membership rosters as a baseline measure, increase Borough Coalition <u>non-acute care</u> membership by a minimum of 20% of total membership by the end of BP1 SUPP to improve planning assumptions and response coordination.	May 31, 2019
4. Develop a Disaster Resource Response Tool (DRRT) featuring Equipment & Supplies	Using equipment and supplies results from Borough Coalition’s BP1 Disaster Resource Directory development, collaborate in a series of meetings/workshops (facilitated by DOHMH) with all 5 Borough Coalition to increase the potential to share resources during a disaster response.	March 29, 2019
5. Conduct Call-down Notification Drill	Using protocol developed by the Borough Coalition, plan and conduct two (2) call - down notification drills with a target participation rate of 100% of Borough Coalition member organization lead points of contact to increase response rates and improve communications among coalition members.	May 10, 2019

Five (5) Borough Emergency

Preparedness Coalitions:

- **Bronx:** *Bronx Emergency Preparedness Coalition (BEPC)*
- **Brooklyn:** *The Brooklyn Coalition (TBC)*
- **Manhattan:** *Emergency Preparedness Coalition of Manhattan (EPCOM)*
- **Queens:** *The Queens County Emergency Preparedness Healthcare Coalition (QCEPHC)*
- **Staten Island:** *Staten Island Community Organizations Active in Disasters (COAD)*

“Emergency Preparedness is a team sport”

-Eric Whitaker

Deliverable Name	What to Expect	Deliverable Due Date
6. Design Strategic Plan Deliverable(s)	Using a strategic plan and/or recent (e.g., BP1) risk assessment finding(s), design a deliverable(s) that includes implementing a project or conducting an exercise. Plan must also include participation from non-acute and community-based members and organizations and that addresses findings from recent risk assessment activities (e.g. Hazard Vulnerability Analysis (HVA), After Action Report(s) (AAR) and/or Improvement Plan(s) (IP)) and/or advances the Coalition strategic plan to operationalize best practices, plans, protocols and tools. Submit proposal of planned activity(ies) and final summary report of completed project or exercise	Proposal Dec. 14, 2018 Summary Report April 29, 2019

Note: Final deliverable activities and due dates will be provided in the Hospital Preparedness Program FY 18 / BP1 SUPP Borough Coalitions contracts.



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