



Florida Department of Health
Public Health and Health Care
Preparedness (PHHP)
Multi-Year Training and Exercise Plan (MYTEP)
2017-2019

April 2016

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Preface

The Florida Division of Emergency Management (FDEM) is responsible for developing and maintaining the state of Florida Multi-Year Training and Exercise Plan (MYTEP). The state of Florida's MYTEP document represents all of the domestic security interdisciplinary training and exercise goals for the state and is updated annually.

FDEM uses a standard collection process that allows for inputs from both county and state authorities, including the Department of Health. The state of Florida MYTEP provides a roadmap for Florida to accomplish priorities described in Florida's Domestic Security Strategic Plan. Each state priority is linked to a corresponding national priority, and, if applicable, an Improvement Plan. The priority is further linked to associated federal capabilities, as well as training and exercises to help jurisdictions achieve those capabilities.

The Department's Public Health and Health Care Preparedness (PHHP) MYTEP is one of several inputs into the state of Florida MYTEP. The document is updated annually, follows a similar collection process used by FDEM, and aligns to the Centers for Disease Control and Prevention (CDC) *Public Health Preparedness Capabilities: National Standards for State and Local Planning*, and the Office of the Assistant Secretary for Preparedness and Response (ASPR), *Health Care System Preparedness Capabilities*. The PHHP MYTEP is published annually in April and submitted to FDEM for inclusion in the state of Florida MYTEP. The PHHP MYTEP also provides a framework for training and exercise priorities to meet goals, objectives and strategies in the Department's strategic plan.

The goal of Florida's PHHP is to minimize illness, injury and loss of life to Floridians and visitors due to disasters or emergencies. The Department achieves this goal through developing and sustaining critical capabilities which enhance the ability of Florida's public health and health care system to prevent, respond to and recover from disasters of all types. Having a viable public health and health care system is part of an integrated domestic security and emergency management system in Florida.

For additional information on the PHHP MYTEP, please contact the Department's Bureau of Preparedness and Response (BPR) at BureauofPrep&Resp@flhealth.gov or (850) 245-4040.



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**Florida Department of Health
Bureau of Preparedness and Response
Multi-Year Training and Exercise Plan (MYTEP)**

Purpose

The purpose of the 2017-2019 PHHP MYTEP is to provide training and exercise priorities and strategies to support the following national and state standards:

- **CDC Public Health Emergency Preparedness (PHEP) Capabilities, (March 2011)**
- **ASPR Health Care Preparedness (HPP) Capabilities, (January 2012)**
- **After Action Report (AAR) data from Florida statewide exercises and real emergency incidents and events**
- **The Department's Emergency Operations Plan (EOP)**

The Department's BPR is organized by functional units in relation to the preparedness cycle. As such, multiple functional units contribute to the building and sustaining of the PHEP or HPP capabilities. In this way, the Department ensures coordination across the spectrum of capabilities, which allows for a resilient, flexible, and adaptable public health and health care preparedness system.



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Multi-Year Training and Exercise Plan (MYTEP)

<u>PHEP (CDC) Capabilities</u>	<u>HPP (ASPR) Capabilities</u>	<u>Assigned Functional Units</u>
1. Community Preparedness	Health Care Systems Preparedness	Community Preparedness; Health Care System Preparedness; Training & Exercise
2. Community Recovery	Health Care Systems Recovery	ESF8 Planning & Operations; Resource Management
3. Emergency Operations Coordination	Emergency Operations Coordination	ESF8 Planning & Operations Systems Integration
4. Emergency Public Information and Warning		Crisis and Emergency Risk Communication; Training & Exercise
5. Fatality Management	Fatality Management	Resource Management
6. Information Sharing	Information Sharing	Systems Integration; ESF8 Planning & Operations
7. Mass Care		Community Preparedness Training & Exercise
8. Medical Countermeasure Dispensing		Community Preparedness Systems Integration
9. Medical Materiel Management and Distribution		Resource Management Training & Exercise
10. Medical Surge	Medical Surge	Systems Integration
11. Non-Pharmaceutical Interventions		ESF8 Planning & Operations
12. Public Health Laboratory Testing		Public Health Laboratory Testing
13. Public Health Surveillance and Epidemiological Investigation		Epidemiological Investigation; Environmental Health; Training & Exercise
14. Responder Safety and Health	Responder Safety and Health	Resource Management Training & Exercise
15. Volunteer Management	Volunteer Management	Resource Management Training & Exercise



**Florida Department of Health
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Functional Unit	Manager
Community Preparedness/Health Care System Preparedness	Christie Luce
Crisis & Emergency Risk Communication	Ann Rowe
Epidemiological Investigations	Dr. Russell Eggert
ESF8 Planning & Operations	Samantha Cooksey-Strickland
Labs	Dr. Mary Ritchie
Resource Management	TBD
Systems Integration	Victor Johnson
Environmental Health	Michael Mitchell
Training & Exercise	Ben St. John



**Florida Department of Health
Bureau of Preparedness and Response
Multi-Year Training and Exercise Plan (MYTEP)**

The PHHP MYTEP covers training and exercise priorities that are common across the entire state. In addition, the public health and health care community is encouraged to participate in their county emergency management MYTEP process. This ensures their community priorities are addressed. To foster coordination, facilitate collaboration and increase efficiencies, all agencies hosting public health and health care related trainings and exercise activities are requested to post information on the Department's Training and Exercise Calendar, which is attached and online at:

<http://calendar.doh.state.fl.us/main.php?calendar=PrepResponse>.

Each year, county health departments (CHDs), functional units and health care coalitions strive to achieve MYTEP targets. MYTEP priorities listed in the attached tables and calendars are guidelines for county health departments, functional units and healthcare coalitions.

The FDEM's annual Statewide Hurricane Exercise provides a unique opportunity for all Department of Health programs with response or support responsibilities to test capabilities with state, regional health care coalition and local partners.

The Department uses the Homeland Security Exercise and Evaluation Program (HSEEP) as the standard for exercise management. Adherence to the policy and guidance presented in the HSEEP methodology ensures exercise programs conform to established best practices and helps provide unity and consistency for exercises at all levels of government.



Public Health and Healthcare Preparedness Program Training and Exercise Priorities

A Training and Exercise Planning Workshop (TEPW) was conducted on January 20, 2016. Local level public health and health care system input was collected and consolidated by health care coalition representatives and presented at the TEPW. In addition, central office functional unit leaders were asked to present a state-level perspective for gaps in capabilities that can be addressed by trainings and exercises. Each participant provided inputs on the Training Plan, Exercise Plan and the 2017-2019 Training and Exercise Schedule.

Prior to TEPW, BPR staff provided a series of webinars to assist participants with the required preliminary work. A “Readiness: Training Identification Preparedness Planning” (RTIPP) course was also provided to participants to aid in their preliminary work. RTIPP is a Federal Emergency Management Agency (FEMA) course offered by the FDEM during the year at various locations throughout the state. RTIPP introduces the concept of preparedness planning through the identification of gaps and goals. The RTIPP course and Train-the-Trainer course were offered in November 2015, through a partnership with FDEM and the National Center for Biomedical Research and Training (NCBRT) at Louisiana State University. The RTIPP framework builds a bridge between planning and training to identify gaps and goals, and identifies priorities, audience, frequency of training and sources for the training. The result is an extensive list of trainings and courses for local public health and health care partners, both planned and requested by their members. In addition to health care coalition representatives and functional unit leaders, this year’s TEPW included seven (7) CHD representatives, one from each of Florida’s Regional Domestic Security Task Force regions.

The information collected during the TEPW can be found in Appendix B: *Training and Exercise Planning Workshop (TEPW) Minutes*.

The BPR supports the state’s health and medical response with grants from the U.S. Department of Health and Human Services (HHS), CDC, and the ASPR. These grants outline various training and exercise requirements that influence the PHHP MYTEP.

As a grant requirement, health care coalitions must conduct one statewide or regional, full-scale or functional exercise that demonstrates at least four (4) of the HPP capabilities. Coalitions identified exercise priorities and then assigned one each year within the current grant cycle that could serve as a qualifying exercise. Qualifying exercises are color-coded within the MYTEP schedule.

Training Priorities

CDC and ASPR grant language and capability guidance identifies a set of recommended capabilities for training. Within these guidelines, participants identified trainings from the list of courses during the preliminary work process. During the TEPW in January, participants were given an opportunity to review courses offered by FDEM, the National Domestic Preparedness Consortium, and TRAIN FL online at stations equipped with computers and staffed by representatives familiar with course offerings. During small group discussions, participants were encouraged to collaborate within their regions and neighboring regions to address training gaps and needs. Following small group discussions, participants selected the top three (3) training priorities. Training priorities are highlighted as follows:

Capability	Priority
Training Priority #1 Information Sharing	Incident Management System Software (IMSS Patient Tracking, Bed Availability) Web EOC/EM Resource
Training Priority #2 Responder Safety and Health	First Responder Safety and Health, Disaster Behavioral Health (DBH)
Training Priority #3 Emergency Operations Coordination	NIMS/ICS Refresher

Exercise Priorities

The ASPR grant requires four capabilities to be tested at once in order to be considered a qualifying exercise. Those four capabilities are:

- Health Care System Recovery
- Emergency Operations Coordination
- Information Sharing
- Medical Surge

For the exercise portion of the workshop, participants were asked to rank their top three priorities to exercise. The top three exercise capabilities and priorities are highlighted as follows:

Capability	Priority
Exercise Priority #1 Community and Health Care System Preparedness	Active Shooter
Exercise Priority #2 Health Care Systems Emergency Preparedness	Alternate Care Site
Exercise Priority #3 Public Health Surveillance and Epidemiological Investigation	Foodborne Illnesses

2017-2019 Multi-Year Training and Exercise Plan calendars are attached.

Methodology and Tracking

Strategies for supporting 2017-2019 training and exercise needs:

- 1) Engage partners in identifying training and exercise needs for the public health and health care workforce.
- 2) Coordinate with partners to develop, review, approve, deliver and evaluate training and exercises to the public health and health care workforce.
- 3) Manage a system for training and exercise.

The BPR currently uses the DAPTIV Project Management System to document and track trainings and exercises from conception through the after action report. All trainings and exercises are considered and tracked as resource elements within each capability and managed by each functional unit's program manager. The Department uses grant required tools to track HPP-related training and exercises along with the Training and Exercise Calendar.

Additional Details

For additional information about the Department's training, exercise, and evaluation system, including the inputs used to create the MYTEP, visit <http://www.floridahealth.gov/preparedness-and-response/training-exercise/index.html>.

Appendix A: Acronym Guide

AAR	After Action Report
ACS	Alternate Care Sites
AHIMT	All Hazards Incident Management Team
AMLS	Advanced Medical Life Support
AMS	Alternate Medical Sites
ASPR	Assistant Secretary for Preparedness and Response
BDS	Biological Detection System
C-FAST	Disaster Behavioral Health First Aid Specialist Training for Children
BLS/CPR	Basic Life Support/Cardiopulmonary Resuscitation
BOO	Base of Operations
BPHL	Bureau of Public Health Laboratories
BRC	Bureau of Radiation Control
BT	Bioterrorism
CBRNE	Chemical, Biological, Radiological, Nuclear & Explosive
CCOC	Capital Circle Office Center
CDC	Center for Disease Control and Prevention
CDP	Center for Domestic Preparedness, Anniston, AL
CEMP	Comprehensive Emergency Management Plan
CERC	Crisis and Emergency Risk Communication
CERT	Community Emergency Response Teams
CHD	County Health Department
COOP	Continuity of Operations Planning

CPG	Comprehensive Planning Guide
CRC	Community Reception Center
CRI	Cities Readiness Initiative
CSTE	Council of State and Territorial Epidemiologists
CT	Chemical Terrorism
CTE/TBI	Chronic Traumatic Encephalopathy & Traumatic Brain Injury
DCARS	Data Collection and Reporting Suite
DECON	Decontamination
DOH	Department of Health
EH	Environmental Health
EHTER	Environmental Health Training in Emergency Response
EM	Emergency Management
EMI	Emergency Management Institute, Emmitsburg, MD
EMS	Emergency Medical Services
EOC	Emergency Operations Center
Epi	Epidemiology
EpiCore	Virtual community of health professionals using innovative surveillance methods to verify outbreaks of
ER	Emergency Room or Emergency Department
ERHMS	Emergency Responder Health Monitoring and Surveillance
ESF	Emergency Support Function
FAST	First Aid Specialist Training for [Disaster] Behavioral Health
FEMA	Federal Emergency Management Agency

FEMORS	Florida's Emergency Mortuary Operations Response System
FE	Functional Exercise
FIRST	Field Investigator Response Strike Team
FIRST - TB	Field Investigator Response Strike Team -Tuberculosis
FDEM	Florida Division of Emergency Management
FOB	Forward Operating Base
FSE	Full Scale Exercise
GHC	Governors Hurricane Conference
HAB	Health Care Assessment Branch
HAN	Health Alert Network
HERC	Healthcare Emergency Response Coalition (Palm Beach County)
HC	Health Care
HCC	Health Care Coalition
HICS	Hospital Incident Command System
HPP	Hospital Preparedness Program
HSEEP	Homeland Security Exercise and Evaluation Program
HVA	Hazard and Vulnerability Analysis
I FIRST	Intermediate Field Investigator Response and Surveillance Training
IA/PA	Individual Assistance/Public Assistance
IAP	Incident Action Plan
ICS	Incident Command Systems
IMSS	Incident Management System Software (Patient Management, Patient Tracking)

IMT	Incident Management Team
IP	Improvement Plan
IRMS	Inventory Resource Management System
IT	Information Technology
ITLS	International Trauma Life Support
JCTAWS	Joint Counterterrorism Awareness Workshop Series
JIC	Joint Information Center
JIS	Joint Information System
LRN	Laboratory Response Network
MCI	Mass Casualty Incident
Mgmt	Management
MRC	Medical Reserve Corps
MYTEP	Multi-Year Training and Exercise Plan
NCBRT	National Center for Biomedical Research and Training (LSU)
NDPC	National Domestic Preparedness Consortium
NDMS	National Disaster Medical System
NEO	New Employee Orientation
NHICS	Nursing Home Incident Command System
NICS	Next Generation Incident Command System
NIMS	National Incident Management System
NOAA	National Oceanic Atmospheric Agency
NPI	Non-Pharmaceutical Intervention

NPP	Nuclear Power Plant
NWS	National Weather Service
Op	Operational Level
PALS	Pediatric Advanced Life Support
PEARS	Pediatric Emergency Assessment, Recognition, and Stabilization
PH	Public Health
PHEP	Public Health Emergency Preparedness
PHHP	Public Health and Healthcare Preparedness
PIO	Public Information Officer
POD	Point of Dispensing
Q&I	Quarantine and Isolation
QIDS	Quick Inventory of Depressive Symptomatology
R (1-7)	Domestic Security Task Force Region designated by number
RAD	Radiological
RealOpt	An interactive online software enterprise for large-scale regional medical dispensing and emergency
Recert	Recertification
REP	Radiological Emergency Preparedness
R-FAST	Disaster Behavioral Health First Aid Specialist Training for Responders
RRVC	Radiologic Response Volunteer Corps
RSS	Receipt Stage and Store
SERVFL	State Emergency Responders and Volunteers of Florida
SMRT	State Medical Response Team

SNS	Strategic National Stockpile
SOG	Standard Operating Guide
SpNS	Special Needs Shelter
ST	Strike Team
Tech	Technical level
TEPW	Training and Exercise Planning Workshop
THIRA	Threat and Hazard Identification and Risk Assessment
TTX	Tabletop Exercise
UASI	Urban Area Security Initiative
US	United States
V-JIC	Virtual Joint Information Centers
WBT	Web-Based Training

**Appendix B: Training and Exercise Planning Workshop
(TEPW)
Meeting Summary – January 20, 2016**

Agency Host: Florida Department of Health
 Division of Emergency Preparedness and Community Support
 Bureau of Preparedness and Response
 Training and Exercise Unit

Facilitators: Ben St. John, Training and Exercise Unit Manager
 Mary Register, TEPW/MYTEP Coordinator
 Emily Wilson, Statewide Training Coordinator

Location: Florida Department of Health – Brevard County,
 2555 Judge Fran Jamieson Way
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Participants:

<i>Name</i>	<i>Organization Represented</i>
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Connie Bowles	Southwest Florida Health Care Coalition
Kim Bowman	DOH - Bureau of Preparedness (BPR) - COOP
Christi Carberry	DOH - Brevard
Rob Casavant	DOH - IT
Rebecca Creighton	RDSTF Co-Chair – Region 7
Richard “Doc”	Emerald Coast Health Care Coalition
John Delorio	DOH BPR, Responder Management/Resource Management
Sharon Denton-Gow	CHD –Region 7 Point of Contact
Bruce Gottschalk	Region 6 State Medical Response Team
Sonji Hawkins	DOH BPR, Training and Exercise Staff
April Henkel	Statewide Health Care Coalition Task Force (Long-Term Care)
Ann Hill	Emerald Coast Health Care Coalition
Sue James	DOH BPR, Training and Exercise Staff
Carol Jeffers	Suncoast Disaster Health Care Coalition
Victor Johnson	DOH BPR, Information Sharing
Debbie Kelley	DOH BPR, Training and Exercise Staff
Holly Kirsch	RDSTF Co-Chair – Region 2
Gary Kruschke	Emerald Coast Health Care Coalition
Ashley Lee	Palm Beach Health Care Emergency Response Coalition
Eduardo Leon	Miami-Dade Health Care Coalition
Robert Linnens	CHD Region 3 Point of Contact
Sam MacDonell	CHD Region 2 Point of Contact
Kathleen Marr	Collier Health Care Coalition
Tony McLaurin	North Central Florida Health Care Coalition
Randy Ming	Coalition for Health & Medical Preparedness – Marion County
Mike Mitchell	DOH BPR, Environmental Health
Melanie Motiska	DOH BPR/Office of Communications, Crisis & Risk

<i>Name</i>	<i>Organization Represented</i>
Matt Meyers	Central Florida Disaster Medical Coalition – Region 5
Aaron Otis	DOH BPR, Public Health Advisor
Beth Payne	North Central Florida Health Care Coalition
Jeanine Posey	DOH BPR, Health Care Coalition Manager
Mary Register	DOH MYTEP Coordinator / BPR, Training and Exercise Staff
Mary Ritchie	DOH Laboratories
Tom Robinson	Florida Division of Emergency Management (FDEM)
Ray Runo	Big Bend Health Care Coalition
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Michael Wydotis	DOH BPR, Bureau of Epidemiology
Hunter Zager	CHD Region 4 Point of Contact

The Florida Department of Health, Bureau of Preparedness and Response, Training and Exercise Unit welcomed representatives from the functional units, health care coalitions and county health departments to the Training and Exercise Planning Workshop (TEPW) on Wednesday, January 20, 2016. The purpose of the TEPW was to determine training and exercise needs, identify priorities and discuss inputs to the 2017-2019 Multi-Year Training and Exercise Plan.

Prior to the workshop, participants submitted preliminary work that captured the training and exercise needs for the three year planning cycle. A Readiness: Training Identification Preparedness Planning (RTIPP) course was offered prior to beginning the preliminary work process. RTIPP is a FEMA course the FDEM offered statewide to introduce the concept of preparedness planning through the identification of gaps and goals.

The 2016 TEPW Process

The Department's Bureau of Preparedness and Response, Training and Exercise Unit staff compiled the group's preliminary work into one document for discussion during the workshop. No county health department (CHD), functional unit or coalition is anticipated to meet every identified training or exercise priority. The purpose is to strategically plan for a training and exercise program that strengthens the state's ability to prepare for, and respond to, public health and related emergencies, incidents and events. The workshop resulted in a comprehensive set of data that includes not only the training and exercise needs of the CHDs, functional units and coalitions, yet also provides a big picture perspective of the training and exercise trends among our public health care partners.

During the TEPW, training and exercise discussions were presented separately. The format allowed participants an opportunity to better understand the resources available and provided for small group discussions to promote collaboration. Following the small group discussions, the larger group identified the top three trainings. The same process was used for identifying the top three exercise priorities.

Training Priorities

- #1 – IMSS/EM Resource (Information Sharing)
- #2 – Responder Safety & Health, Disaster Behavioral Health
- #3 – NIMS/ICS Refresher

Exercise Priorities

- #1 – Active Shooter Exercises
- #2 – Alternate Care Site Exercises
- #3 – Foodborne Illness-related Exercises

The MYTEP will be widely distributed to DOH public health preparedness partners. Partners will continue to meet on an annual basis at the TEPW to revisit, validate, and update the plan as needed. This plan is a living document designed to help DOH and all public health preparedness partners plan and build a meaningful, sustainable training and exercise program.