1. Incident Name: 2020 COVID-19

2. Operational Period: Date From: 03/17/2020 Time From: 07:00:00 Date To: 03/23/2020 Time To: 07:00:00

3. Objective(s):
   1. Follow all guidelines, orders and directives from the Governor and NH HSEM to protect town responders, staff, and the community in order to reduce the spread of the COVID-19 virus.
   2. Maintain situational awareness through media outlets, Emergency Management (EM) email distribution and NH HSEM WebEOC.
   3. Provide timely information to the public that is synchronized with messaging provided by the Joint Information Center, NH HSEM.
   4. Police, Fire and EM to maintain protocols to protect responders. (see attachments).
   6. All departments track response expenses for future reimbursement.
   7. Fire Chief to submit and track PPD request/distribution through NH HSEM.
   8. All department heads to develop a Continuity of Operations Plan (COOP) with specific processes to augment staff should any be unable to work due to COVID-19.
   9. EM to interface with Town Welfare, school personnel and volunteers to assist community members in need of basic supplies and food.
   10. EM to interface with business owners to engage their assistance and to monitor compliance with all state orders and directives.
   11. Town Manager to meet with Select Board to establish policies for staff backfill and other modifications of Town policies in order to respond to COVID-19.

4. Operational Period Command Emphasis:
   1. Follow all guidelines issued by the Governor and NH HSEM.
   3. Health and Safety of all citizens and town employees.
   5. Clear guidelines to staff on personal safety and interactions with the public.

General Situational Awareness

The Governor issued a State of Emergency for New Hampshire on March 13, 2020 and the State Emergency Operations Center was opened at Partial Activation.

The Town of Barnstead Emergency Management (EM) is in Enhanced Monitoring of the Coronavirus 2019 (COVID-19) and is following all guidelines and orders by the Governor and NH HSEM.

EM is working with Town officials, department heads and staff to reduce the spread of the virus, to protect town staff and to provide timely information to citizens through all media outlets available.

The Emergency Manager and Town Administrator met with department heads on Monday, March 16 at 1500L to develop an Incident Action Plan for the next operational period.

The EM will brief the Incident Action Plan to the Select board at its meeting on March 17.

5. Site Safety Plan Required? Yes □ No □

Approved Site Safety Plan(s) Located At:

6. Incident Action Plan (the items checked below are included in this Incident Action Plan):
   □ ICS 202  □ ICS 206  Other Attachments
   □ ICS 203  □ ICS 207  □ Police Safety Guidelines
   □ ICS 204  □ ICS 208  □ Fire Rescue Evaluation/TX Guidelines
   □ ICS 205  □ Map/Chart  □ Fire Personnel Safety Guidelines
   □ ICS 205A □ Weather Forecast/Tides/Currents

7. Prepared by:
   Name: Wayne W. Santos  Position/Title: Emergency Manager

8. Approved by Incident Commander:
   Name:  Date/Time: 03/17/2020 08:21:16