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| **CNY HEPC Region Continuity of Operations Workgroup** *Budget Period 1 (July 1, 2017 – June 30, 2018)* | | | | | | | | | |
| **Goals, Objectives & Outcomes** | | | | | | | | | |
| *Overall Goals* | Support development of continuity of operations plans at CNY HEPC facilities and organizations. | | | | | | | | |
| *Objectives* | *Work Group Objectives* | | | | | *Target Dates* | *Expected Outcomes for Organizations* | | |
|  | * Update Executive presentation material | | | |  | 12/31/17 | Obtain Executive support for COOP planning | | |
|  | * Assist in conducting Executive presentations | | | |  | As  requested | Obtain Executive support for COOP planning | | |
|  | * Develop informational presentations  for leadership and department heads | | | |  | 4/30/18 | Establish planning team; Educate leadership and department heads; Develop work plans | | |
|  | * Conduct Business Impact Analysis Workshop | | | |  | 3/15/18 | Conduct Business Impact Analysis | | |
|  | * Develop COOP Job Action Sheet | | | |  | Ongoing | Determine COOP priorities; Develop plan | | |
|  | * Develop COOP plan template and guidance for facility use | | | |  | 12/31/18 | Understanding of COOP plan components; Develop sections of COOP based on stage of planning | | |
| *Expected*  *Outcomes*  *and Products* | * Executive-level briefing presentation and materials | | | | | | | | |
|  | * Project management presentations, briefing material and tools for leadership and department heads | | | | | | | | |
|  | * Business Impact Analysis Workshop | | | | | | | | |
|  | * Continuity of Operations Job Action Sheet | | | | | | | | |
|  | * COOP plan template and guidance | | | | | | | | |
| *Problem or Gap* | * Training and resources to support COOP planning were identified as a priority based on 2015 planning assessments and focus sessions. In 2016, the WG identified specific areas in which tools and resources should be developed to support establishment and implementation of COOP planning programs. | | | | | | | | |
| *Capabilities* | * Health Care Preparedness & Response Capabilities: 3. Continuity of Healthcare Service Delivery * HPP-PHEP Cooperative Agreement: Domain 1 Strategy-Strengthen Community Resilience | | | | | | | | |
| *Meetings* | In person and webinar | | | *Estimated # meetings* | | 4 | | | |
| **Work Group Membership** | | | | | | | | | |
| *NYSDOH POC* | | Judy Homer | NYSDOH CNYRO | | |  | |  |
| *WG Leaders* | | Andrew Jewett | Iroquois Healthcare Association | | | Brinton Muller | | Little Falls Hospital |
| *Work Group Members* | | Barbara Perkins | Auburn Community Hospital | | | Mary Parry | | Oneida Healthcare |
|  | | Donna Sowles | Auburn Community Hospital | | | Ashley Forsythe | | Oswego Hospital |
|  | | Samantha Whitehead | Carthage Area Hospital | | | Paul Vandish | | Oswego Hospital |
|  | | Thomas E. Jaconski | Carthage Area Hospital | | | Jeffrey L. Johnson | | River Hospital |
|  | | Michael Powell | Chenango Memorial Hospital | | | David Jabs | | Rome Memorial Hospital |
|  | | William D Nelson | Claxton-Hepburn Medical Center | | | Steve Falk | | Samaritan Medical Center |
|  | | Joni Harridine | Claxton-Hepburn Medical Center | | | Gregg Sponburgh | | St Elizabeth Medical Center |
|  | | Bernadette Casscles | Community Memorial Hospital | | | Michael Sullivan | | St. Joseph's Hospital Health Center |
|  | | Keith Roach | Faxton - St. Luke's Healthcare | | | Chris Dunham | | SUNY Upstate |
|  | | Donna Wilson | Gouverneur Hospital | | | Courtenay Galvin | | SUNY Upstate |
|  | | David Sawler | Lewis County General Hospital | | | Brad Marmon | | SUNY Upstate-Community Campus |
|  | | Dawn Richey | Nascentia Health (VNA Homecare) | | | Kelsey Wagner | | SUNY Upstate RTC |
|  | | Megan Kash | NYSDOH | | | Steve Smith | | UHS Binghamton General Hospital |