Points of Distribution (POD) Annex

Section 1. Introduction

A Point of Distribution (POD) is a place where community residents and visitors can safely receive medications, vaccinations, or general supplies before, during, and after an emergency or disaster. The POD annex describes policies and procedures for supporting the distribution of resources, medications, or public health supplies under emergency conditions, ensuring consideration of people with Access and Functional Needs (AFN). This annex is not intended to address specific procedures of any facility or agency, such as a hospital, clinic, or assisted living center; rather it provides coordination and support for these operations.

1.1 Authority & Decision Making

In Colorado, mass care response and resource distribution are coordinated by the County Department of Human Services (DHS) in partnership with the local chapter of the American Red Cross (ARC). In Colorado, local public health response and resource distribution is coordinated by the Local Public Health Agency (LPHA): San Juan Basin Public Health (SJBPH). La Plata County DHS may coordinate resource distribution, in partnership with SJBPH, depending upon the incident and type of supplies. This shared authority allows for a POD to be versatile and utilized in many different scenarios.

1.2 Types of Assistance

Support for PODs may include but is not limited to: traffic control, site identification, use of county facilities, volunteer personnel, resource management or transportation, public notification, and law enforcement coordination.

Section 2. Points of Distribution Considerations

Not all emergencies or public health events require PODs. Partner agencies may request support from La Plata County (LPC) Office of Emergency Management (OEM) during an event.

Access and Functional Needs (AFN)

When providing support to a POD during an emergency or infectious disease incident, LPC OEM and partner agencies will adhere to requirements set forth in the Americans with Disabilities Act (ADA) regarding AFN. Alternative methods to reach individuals unable to access a POD may include:

- Mobile dispensing clinics.
- Deliveries of medical countermeasures to isolated populations.
- Allowing neighbors or friends to pick-up non-vaccine countermeasures.

Additional considerations may also include, but not be limited to:

- Mobility: wheelchair, walker, physical limitations.
- Communication: hearing, speech, sight, literacy, limited or non-English speaking, mental health disorder.
- Clients with service and assistance animals should be made aware of the potential of their pets' susceptibility to an existing contagion. Clients should speak with their veterinarian regarding the potential for disease.

Homeless & Tourists

When providing support to a POD during an emergency or infectious disease incident, LPC OEM and partner agencies will not discriminate due to housing status or proof of residency.

Section 3. Concept of Operations

3.1 Pre-Response/Initial Actions

A POD is utilized as a tool to distribute mass vaccination or medical type disbursement. However, the POD model can also be utilized for distributing water during major drought incidents, dispensing supplies to evacuees during a wildfire incident, testing during pandemics, etc.

Local

The LPC OEM director will work with the **ESF 6 & 8** leads to determine the support required for anticipated POD scenarios. Additional ESFs may be called upon by the OEM director to support POD operations depending upon the situation. Coordination will include consideration for populations with AFN and service animals or household pets. The strategy will be coordinated with regional partners, as any emergency requiring mass distribution of supplies will likely have impacts beyond the operational area.

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The county OEM director will work with county agencies and non-governmental partners and stakeholders to determine the support required for POD operations. Activation of the LPC Emergency Operations Center (EOC) may be required based upon the size of the event. Public health preparedness planning is a collaborative effort between SJBPH, Colorado Department of Public Health and Environment (CDPHE), OEM, local hospitals, and the Southwest Healthcare Coalition (SWHCC). Depending upon the situation, public health orders may be necessary to provide guidance to best protect the community.

The SJBPH Emergency Mass Prophylaxis Plan provides supplemental concept of operation detail and identifies the primary POD locations for LPC as:

- **LPC Fairgrounds (Exhibit Hall)**
  2500 Main Avenue Durango, CO 81301
  Primary POC: LPC OEM Director
  Facility Site Phone Number (970) 382-6468
- **Alternate location: Durango High School**
  2390 Main Avenue Durango, CO 81301
  Primary POC: LPC OEM Director
  Facility Site Phone Number (970) 259-1630

POD Staffing

SJBPH, in collaboration with the southwest Colorado Medical Reserve Corps (MRC), will provide professional health care staff such as nurses, physicians, emergency medical technicians, and pharmacists to staff the clinics or POD. If needed, CDPHE will assist in supporting the POD activities with staff and resources. Many non-medical volunteer staff will be needed for the clinic or POD to run effectively; LPC DHS may also supply volunteer staff to each identified and established POD.

Local sources of additional staff may include Colorado volunteer management system, LPC community response team, school nurses, LPC and City of Durango, Bayfield administrative staff, off duty private practice physicians and nurses, retired medical professionals and Emergency Medical Service (EMS) staff. Beyond these resources, activation of the Colorado volunteer mobilizer may be necessary.

State

The state supports local governments by providing necessary, incident-dependent support. The state also provides access and guidance to resources. The LPC OEM director can coordinate with their Department of Homeland Security and Emergency Management (DHSEM) regional field manager who will work to determine the state's role in the situation and additional need for federal support. SJBPH will also collaborate with the CDPHE to request additional guidance and support.
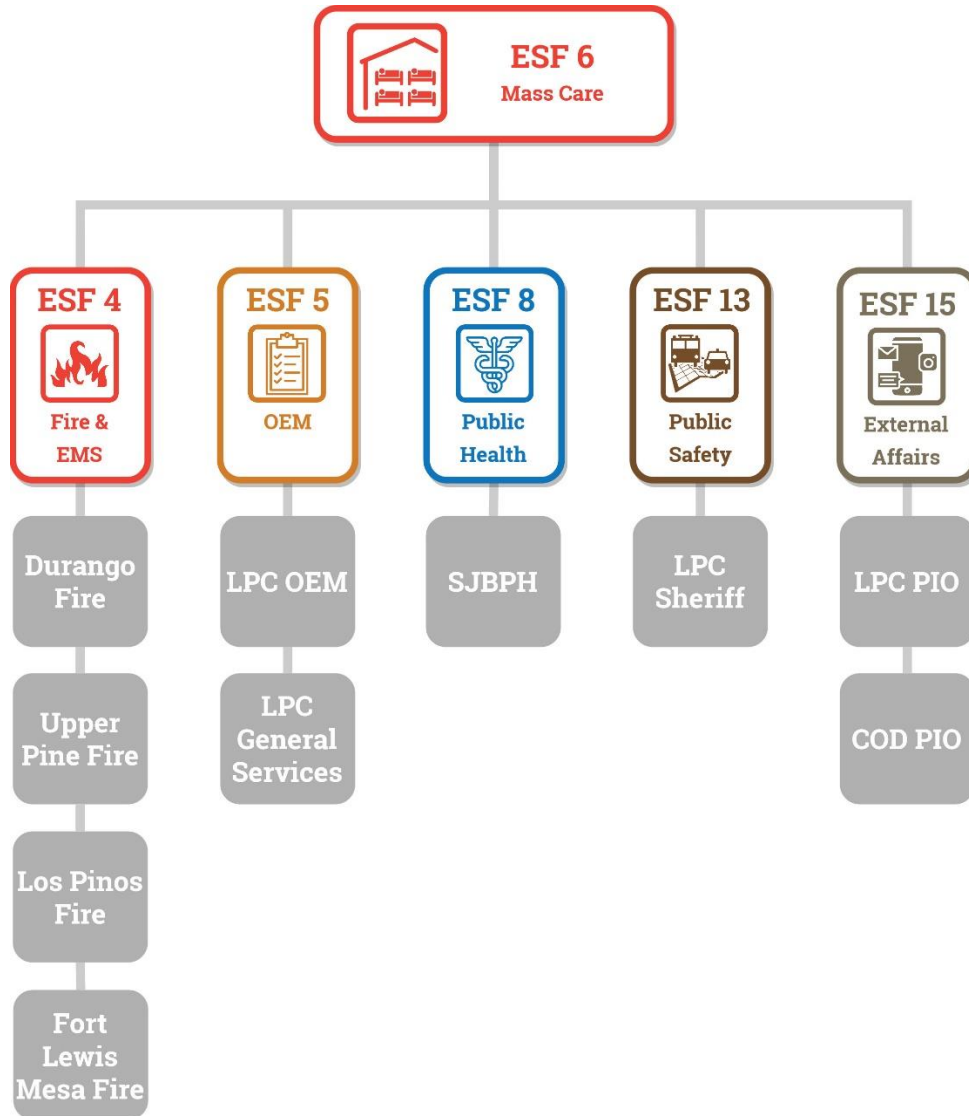
Federal Response

Requesting, or determining the need to request, federal support should be coordinated through the DHSEM regional field manager and documented through the EOC.

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Section 4. Roles and Responsibilities

4.1 Roles and Responsibilities

The following shows the primary and support ESFs that will be involved with the support of PODs in the county; it is not inclusive of all the possible entities that could be involved. For example, in a large regional disaster, other county entities, as well as the state and federal government, may be needed to provide resources.

Acronyms:

La Plata County (LPC)
Office of Emergency Management (OEM)
Public Information Officer (PIO)
City of Durango (COD)
San Juan Basin Public Health (SJBPH)

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4.2 Local Government Entities

4.2.1 Primary ESF

ESF 6 – Mass Care & Human Services

DHS is responsible for coordination support of the movement of people with AFN during an event requiring distributions of supplies, including water, clothing, food supplies, hygiene essentials, etc.

ESF 6 - Coordination List

STATUS	ACTION
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	Coordinate transportation of non-ambulatory persons and people with disabilities, if needed. Coordinate with MRC volunteers, if activated. Coordinate with the ARC, if requested. Provide specialized staff to POD, if requested. DHS to coordinate with **ESF 15** to develop messaging and notify the public, including people with AFN, of distribution events.
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	La Plata Humane Society provides services to the county and the municipalities in the operational area. During significant distribution incidents involving zoonotic events, animal care and emergency management functions include informed recommendations about the risks to animals in the affected area and coordination of resource distribution.

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4.2.2 Support ESF

ESF 4 - Fire & EMS

Per SJBPH, Durango Fire Protection District will provide staff on site for emergencies that may occur at the POD. Additional fire districts such as Upper Pine, Los Pinos, or Fort Lewis Mesa, may be called upon to provide staffing at PODs or to provide a POD site within their respective jurisdiction.

ESF 4 – Coordination List

STATUS	ACTION
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	An ambulance will be available at the POD site(s) to provide medical transport if needed. Additionally, within the POD, **ESF 4** will provide an aid station for triage.
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	Coordinate with **ESF 5** and **ESF 8** to provide for staffing and POD site setup as requested.

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ESF 5 - Emergency Management

OEM will coordinate the county government's role in response to and recovery from the incident. OEM will work in partnership with the Emergency Manager (EM) of the municipalities within the county to provide overall coordination at the EOC.

ESF 5 - Coordination List

STATUS	ACTION
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	Activate an information coordination conference call with Multi-Agency Coordination Group (MACG) for increased situational awareness of the incident and need to activate the EOC. Activate the EOC, in coordination with the county administrator, to the appropriate emergency level. Communicate plans and support needs to DHSEM. Request assistance from support agencies, and communication resources, as appropriate. Coordinate emergency notifications as needed and provide support to **ESF 15** in dispersing public information on POD sites, services provided, available routes, and transportation options.
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	LPC general services department reports to the EOC to provide logistics support to during an event requiring distribution support. In this role, they may provide transportation services, goods, and services to support distribution efforts led by **ESF 6 & 8.**
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	In coordination with **ESF 8**, activate partner transit entity management to provide transit resources to the POD. Coordinate paratransit resources in the county to support people with AFN.

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ESF 8 – Public Health & Medical

SJBPH receives, dispenses, and tracks medical supplies during a POD event. These supplies may be distributed from federal, state, or regional partners and will require tracking. SJBPH, in collaboration with the southwest Colorado MRC, will provide professional health care staff as well as non-medical personnel to staff the POD when needed.

ESF 8 – Coordination List

STATUS	ACTION
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	In collaboration with **ESF 6**, coordinate and support the opening of POD site(s). Coordinate with **ESF 13** to provide security at POD locations. Coordinate with **ESF 4** to provide staff on site for emergencies that may occur at the POD.

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ESF 13 – Public Safety & Security

Law enforcement supports the EOC when activated as the lead of the law enforcement branch of the operations sections, as well as being the primary lead agency for the evacuation movement unit and is responsible for the overall evacuation and movement of citizens throughout the operational area when needed. Law enforcement agencies will be integral in the tactical Incident Command Post (ICP) in evacuating people from the impacted area.

ESF 13 Coordination List

STATUS	ACTION
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	Control and monitor primary routes to POD and area access. Support mass transit pick-up and movement of those needing assistance or of supplies and goods needing to be transported. Close roads that will not be used as the primary egress or ingress routes to POD. Provide security at POD locations.

ESF 15 – External Affairs

External Affairs/public information officers/public affairs officer provide accurate, coordinated, timely, and accessible information to affected populations. Audiences may include governments, media, the private sector, and the public, including children, people with disabilities and/or AFN, and individuals with limited English proficiency.

ESF 15 Coordination List

STATUS	ACTION
☐ Initiated ☐ In-Progress ☐ Completed ☐ N/A	Provide emergency public information. Provide continuous and accessible public incident info. Ensure that information is authentic and valid and informs individuals with sensory, intellectual, or cognitive disabilities; individuals with limited English proficiency; and people with AFN. Coordinate the actions for public information releases. Inform responding stakeholders how to, or when not to interact with the media during an emergency.