Opioid Operational Command Center Operational Period

Approval

OOCC Director _____ **Date** _____

Operational Period	Start	Monday, May 30, 2017 at 1200 hours
	End	Monday, June 12, 2017 at 1159 hours

Operational Period Objectives and Tasks

1. **Objective:** Implement OOCC strategic statewide planning and response efforts
   Tasks:

Task	Deadline	Responsible Entity
Develop draft OOCC Plan narrative, highlighting OOCC initiatives with a corresponding 1-year work plan, spend plan, and local template	6/12	Planning Section
Distribute information collection form based on draft OOCC response plan to local points of contact	5/30	Planning Section
Develop OOCC reporting template, frequency and process to support state and local situational awareness regarding efforts at the state.	6/12	Planning Section
Begin to schedule Web-ex series of Operational Period Briefing presentations for OOCC state and local partners to share promising practices and lessons learned	6/12	Planning Section
Develop OOCC SOE reporting update for legislative leadership	6/12	Planning Section

2. **Objective:** Develop OOCC budget and spend plan to support OOCC operations.
   Tasks:

Task	Deadline	Responsible Entity
Compile SUD and heroin/opioid inventory items and related financial data received from agencies.	6/12	Finance/Admin
Approve FY 2017 budget	6/12	Finance/Admin
Approve FY 2018 Spend Plan	6/12	Finance/Admin
Compile personnel tracker submissions and provide to OOCC Command and General Staff	6/12	Finance/Admin

Task	Deadline	Responsible Entity
Share inventory of heroin/opioid programs listed in the Inter-Agency Heroin and Opioid Coordinating Council's February 2016 Report with the OOCC Resources Section	6/12	Finance/Admin
Continue to assess bulk purchasing order contract for opioid antagonist measures	6/12	Finance/Admin

3. **Objective:** Implement transition strategy that shifts the OOCC from crisis management to project management phase.
   Tasks:

Task	Deadline	Responsible Entity
Identify objectives and tasks required for transition of OOCC out of the SOE and transfer responsibility to OOCC Deputy Director	6/12	Planning Section
Discuss staffing plan to compliment transition plan	6/12	Planning Section
Finalize the year-1 project management work plan and structure with clear roles for State and local agencies	6/12	Planning Section
Begin development of five-year project management work plan and structure with clear roles for state and local agencies corresponding to OOCC strategy	6/12	Planning Section

4. **Objective:** Standardize care across all 49 acute care hospital emergency departments for patients who present with an overdose
   Tasks:

Task	Deadline	Responsible Entity
Plan the process for developing an ED standard protocol based on best practices for patients who present with an overdose	6/12	Health and Medical
Administer follow-up survey to ED Directors to better understand hospital implementation of specific ED interventions and inform where additional support is needed	6/12	Health and Medical
Review results of survey to ED Directors to better understand hospital implementation of specific ED interventions and inform where additional support is needed	6/12	Health and Medical
Draft strategy for a series of educational webinars for hospitals EDs to include naloxone, OSOP, Buprenorphine, PDMP, and appropriate opioid prescribing	6/12	Health and Medical
Create a briefing document outlining hiring barriers for peer-recovery specialists, incorporating job description activities, for local health departments	6/12	Health and Medical
Evaluate streamlining the hiring process for Peer Recovery Support Specialists by local health departments, including assessment of DBM classification and job descriptions (sent to BHA for review and input)	6/12	Health and Medical

Task	Deadline	Responsible Entity
Conduct a series of meetings with small group and individual providers to assess barriers to treatment/payment for treatment	6/12	Health and Medical

5. Objective: Track and report on overdose related statistics on an ongoing basis
Tasks:

Task	Deadline	Responsible Entity
Onboard OOCC Data Analyst	6/12	Planning-Data Unit
Coordinate creation of standing automated report format of eMEDS confidential health information to DHMH and then to local health departments	6/12	Planning-Data Unit
Contact SEOW POC (Statewide Epidemiological Outcomes Workgroup) to begin intra-DHMH coordination	6/12	Planning-Data Unit
Support development and data sharing coordination to populate a Maryland Opioid Addiction Indicators dashboard for initial demonstration	6/12	Planning-Data Unit
Receive Maryland Opioid Addiction Indicators data dashboard demo from ESRGC	6/9	Planning-Data Unit
Convene POCs for identified data indicators to coordinate sharing	6/12	Planning-Data Unit
Render legal opinion on the use of OD Map	6/12	Legal
Draft overdose-related monthly reporting template to support state and local situational awareness and response efforts [e.g. number of nonfatal ED visits, fatal overdose rates, narcan distribution]	6/12	Health and Medical
Conduct non-fatal opioid overdose analysis stratified by type of drug and explore feasibility of including drug stratification in existing reports (e.g. PHPSA report)	6/12	Health and Medical
Cross-walk ICD-9 / ICD-10 codes to develop standard methodology and definition for data indicators of interest	6/12	Health and Medical
Complete 6-month naloxone administration eMEDS data analysis (MIEMSS to DHMH; 10/16 - 3/17)	6/12	Health and Medical

6. **Objective:** Implement OOCC Communications Strategy

   Tasks:

Task	Deadline	Responsible Entity
Launch OOCC internal SharePoint website	6/12	JIS/Communications
Schedule a series of information sessions with media outlets where each agency can share work regarding heroin and opioid-related initiative (e.g. WBAL and MPTV).	6/12	JIS/Communications
Develop a press release and provide template to state and local partners	6/12	JIS/Communications
Create OOCC letterhead template	6/12	JIS/Communications
Promote repeal of Overdose Response Program certification requirements for prescribing and dispensing naloxone to individuals [Overdose Response Program - HOPE Act]	6/12	JIS/Communications
Create series of videos for health professionals and educators on the "Before it's too late" website	6/12	JIS/Communications
Develop communications plan for internal and external stakeholders	6/12	JIS/Communications

7. **Objective:** Facilitate operational coordination among state agencies and partners working on heroin and opioid-related initiatives

   Tasks:

Task	Deadline	Responsible Entity
Convene a meeting between DHMH and MSDE regarding the School Naloxone Administration Policy Development Frequently Asked Questions to outline updates regarding recently passed legislation	6/12	Health and Medical/Education
Collect pertinent points of contact needed to convene the Academic Deans meeting (Mid-July).	6/12	Health and Medical/Education
Review summary report to determine out of the 24 school jurisdictions across Maryland how many provide at least 5 assemblies each year supporting the dangers associated with the Opioid Crisis. Ten of twenty-three have met this criteria.	6/12	Education

8. **Objective:** Reduce inappropriate or unnecessary opioid prescribing through education and awareness activities

   Tasks:

Task	Deadline	Responsible Entity
Continue to engage healthcare providers in opportunities for continuing education around appropriate opioid and Naloxone prescribing and dispensing.	6/12	Health and Medical
Package the materials used for the DHMH Townhall and video from the Townhall for state agency partners to use to engage their employees	6/12	Health and Medical

Upcoming Events of Interest

- MEMA Symposium Tuesday, May 30th
- All hands summit on Opioid Crisis in Hagerstown Friday June, 2nd 9:00 a.m.-3:00 pm
- Board of League of Women Voters, Monday June 5th in Owings Mills Library and Wednesday June 14th in Dundalk Library
- DJS Opioid Overdose and Awareness Conference -Wednesday, June 7th
- Greater Cumberland Committee Tristate Addiction Symposium Saturday, June 8th, 10 am – 3pm

OOCC Organizational Structure
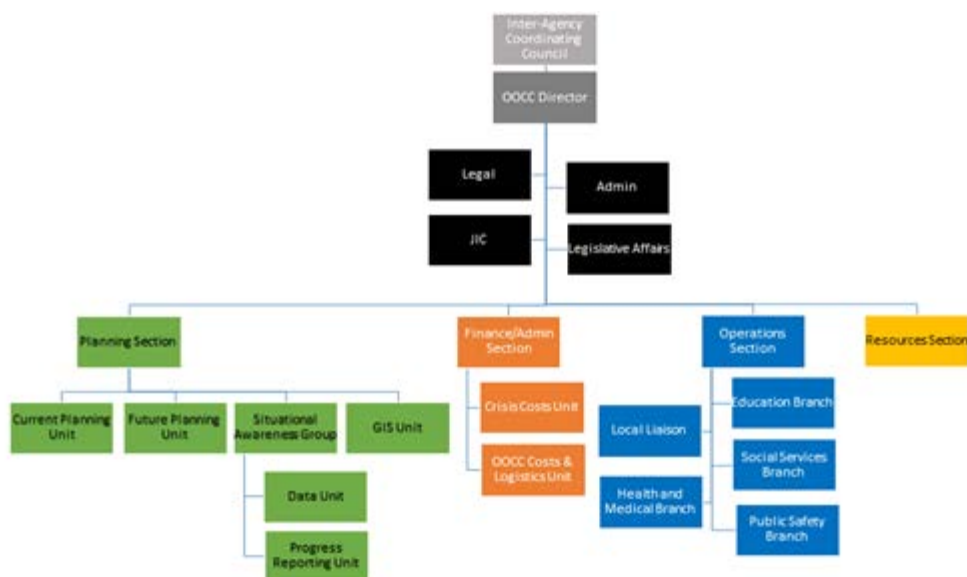
Staffing List and Contact Information

Command and General Staff

Position	Lead Agency	Name
OOCC Director	Governor's Office	Clay Stamp
Admin Support	MEMA	Lydia Simonaire
Legislative Affairs	Governor's Legislative Office	Chris Shank
Lead Public Information Officer	Governor's Communications Team	Katie Keuhn
Joint Information Center (JIC) Manager	MEMA	Charissa Cooper
Legal	DHMH	Linda Bethman

Planning Section

Position	Lead Agency	Name
Planning Section Chief	DHMH	Jessica Goodell
Current Planning Unit	DHMH	Genevieve Polk
Situational Awareness Group - Data Unit	GOCCP	Angelina Guarino

Situational Awareness Group – Data Unit	DHMH	Michael Baier
Situational Awareness Group – Progress Reporting Unit	DHMH	Smita Sarkar
Future Planning Unit	MEMA	Kyle Overly
GIS Unit	MEMA	MEMA GIS Unit

Operations Sections

Position	Role	Agency	Name
Operations Section	Chief	MEMA	Josephina Fogell
Social Services Branch	Lead	DHR	Bethany Brown
Health and Medical Branch	Lead	DHMH	Sara Barra
	Support	MIEMSS	Randy Linthicum
	Support	MIA	Joy Hatchette
Public Safety Branch	Lead	MSP	Michael Parker
	Support	DPSCS	Zola Rowlette and/or Latawyna Stallworth
	Support	DJS	Terrence Proctor
Education Branch	Lead	MSDE	Reginald Burke
	Support	MHEC	Emily Dow
Local Liaison Branch	Lead	MEMA	John E. Dulina
	Support	MEMA	Terry Thompson

Finance / Admin Section

Position	Lead Agency	Name
Finance/Admin Section Chief	DBM	Nick Napolitano
Center Costs & Logistics Unit	MEMA	Donald Lumpkins
Crisis Costs Unit	DBM	Nick Napolitano

Resource Section

Position	Lead Agency	Name
Resources Section Chief		

Operational Tempo

Date	Time	Item	Participants
Tues 5/30	0930	OOCC Operational Briefing	OOCC Lead and Support Members
Tues 5/30	1130	Final versions of OOCC Action Plan and Operational Period Summary due to OOCC Director for signature	Situational Awareness Unit and Future Planning Unit
Tues 5/30	1200	Distribute Operational Period Summary and OOCC Action Plan for next operational period	Planning Section
Weds 5/31	TBD	Ops Branch Meetings	Operations Branch
Weds 5/31	0930	Operations Section Meeting 1	Operations Branch
Thurs 6/1	TBD	Ops Branch Meetings	Operations Branch
Fri 6/2	0930	JIC Meeting	JIC/Communications
Mon 6/5	0930	Command and General Staff Check-in	OOCC Director, Operations Section Chief & Planning Chief
Mon 6/5	1200	Senior Policy Group call	Secretaries from OOCC agencies 7 Governor's Office
Weds 6/7	0930	Operations Section Meeting 2	Branch Leads only & Planning Section Chief
Thurs 6/8	1300	Planning Meeting	OOCC Director, Section Chiefs, Lead PIO, Legal & Legislative
Mon 6/12	0930	OOCC Operational Briefing	OOCC Lead and Support Members
Mon 6/12	1130	Final versions of OOCC Action Plan and Operational Period Summary due to OOCC Director for signature	Situational Awareness Unit and Future Planning Unit
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