

Campus Public Safety Office

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Service ♦ Resource ♦ Partnership ♦ Respect ♦ Commitment

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From: Phillip Zerzan

Re: PanFlu EMU Charge

Narrative:

- Universities are porous and densely populated organizations, which can play host to the spread of communicable diseases. Worldwide, Universities must work with both internal personnel (students, faculty & staff) and external partners (Public Health, Red Cross, etc) to Plan, Prepare, Prevent, and Recover from any Pandemic Incident which may strike the campus.

EMU Pandemic Planning Charge:

- The Emergency Management Coordinator will work to discover the current preparedness of the University and strive to pick up where the past task force left off. This effort will align Portland State with regional plans, policies, & procedures.

Prior Work to Update:

- Past Pandemic Planning efforts can be found at: [Pandemic Response Planning & http://www.pdx.edu/cpso/pandemic-flu](#). These pages currently list action items and departments responsible. Specifically;
 - **Environmental Health & Safety**
 - o “analyzed the need for respiratory hygiene equipment (PPE) and is developing a procedure for their use.”
 - **Facilities & Planning**
 - o “Housing Alternatives for continuity of residential housing programs.”
 - **Human Resources**
 - o “review leave and benefit policies to update them and recommend changes to support the plan and provide reasonable response to an event that affects a large portion of the workforce.”

- **Individual Departments/Units Responsibility**

- o Ensure Employees Contact Information is accurate
- o Identify Essential Functions/Personnel
- o Test departments' ability to telecommute

- **Unassigned work Items**

- o Pandemic Flu Planning Team
 - Is there a formal list of personnel?
- o Pandemic Coordinator
 - This position is mentioned but not defined.
 - See [EH&S: Pandemic Response Planning](#)
- o Essential Functions/Personnel
 - Incidents require some PSU personnel to aide in the continuing function of PSU. Currently, PSU does not have an internal policy regarding "Essential Personnel". A Pandemic Incident would require some PSU personnel to.
- o Point of Distribution (POD) Plans
 - PSU has been identified as a Point of Distribution (POD) for inoculations and medications in the event of a Pandemic Incident. This plan was drafted in 2006 and requires updating. The Emergency Management Coordinator has worked with Facilities & Planning, Environmental Health & Safety, Student Health & Counseling, Campus Public Safety, Housing & Transportation Portland Fire & Rescue and Multnomah County Health Department to review and update plans. A future test will engage all players and test plans.

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