

CODE ALERT - FLOODING

Regional flood preparedness is driven by the annual spring flood forecasts as presented by Manitoba Infrastructure & Transportation (MIT), which hosts the MB Water Stewardship Department. DEPP will evaluate Provincial Flood Forecasts as they are released, evaluate the risk and potential impact to the region, and activate Regional ICS as required to manage the event.

PRELIMINARY PLANNING IS INITIATED BY DEPP IN COLLABORATION WITH REGIONAL ICS AND IS BASED ON THE RISK AND POTENTIAL IMPACT OF THE FLOOD HAZARD TO THE REGION. PRELIMINARY PLANNING INCLUDES:

- Site-specific risk profiles and evacuation planning.
- Road closures and detours.
- Community evacuation(s).
- Reception centers.
- Hosting of non-regional clients due to flooding in other RHA's or as requested by MB Health Office of Disaster Management (ODM).
- Implementation of bed monitoring and tracking.
- Communication of event information to staff and the public.
- Liaison to First Nations, municipal and provincial partners.
- Activation of Regional ICS.
- Assessing flood-related impact to services, including Public Health, Mental Health, Primary Health Care, and Home Care and initiating notification to clients of potential for service disruption.

PREPARING FOR EVACUATION DUE TO FLOOD RISK/POTENTIAL IMPACT IS INITIATED BY DEPP/REGIONAL ICS – PLANNING SECTION IN COLLABORATION WITH THE SITE INCIDENT COMMANDER/MANAGER AND INCLUDES:

Establishing a relocation plan for clients of impacted sites and identifying reception site(s) (may include identifying bed space for other RHA's or non-devolved sites).

- Notification to:
 - Families of clients of the potential evacuation.
 - Physicians regarding evacuation of clients.
 - Pharmacy and inventory/ordering of client meds .
 - Unions and MB Health regarding staff relocation .
 - Clinics and community-based programs and services that are hosted in the evacuation site of a suspension or relocation of services.
 - Other notifications as required.
- Packaging of client clothing, personal effects, and inventory of essential needs (3-5 days' worth) to be relocated with client (see Evacuation and Equipment Checklist).

EVACUATION DUE TO FLOOD RISK/POTENTIAL IMPACT IS INITIATED BY DEPP IN COLLABORATION WITH REGIONAL ICS AND CARRIED OUT BY REGIONAL STAFF AS IDENTIFIED:

- Regional ICS:**
 - Identifies date and timeline of evacuation.
 - Beds are allocated in reception sites for evacuees.
 - Logistics Section – Transportation coordinates transportation of clients and care equipment for the planned evacuation date.
 - HR Planning Section in conjunction with site Manager(s) coordinates work schedules and locations and identifies extra staffing needs at reception and evacuated site(s), including provisional staffing and security for the site once evacuated.
 - DEPP or Liaison Officer maintains communication with local authorities and notifies of evacuation plans to confirm timings, routes, and resources.
 - DEPP or Liaison Officer or designate maintains contact with local authorities to keep them apprised of the situation.
 - Ensure activation of Site ICS at reception site(s).

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- Site Incident Commander/Manager:**
 - Ensures necessary documentation is completed for evacuees (Client Evacuation/Re-entry Tracking Form) and ensures client information is transferred to physicians at reception site(s).
 - In conjunction with Pharmacy, arranges for client medications to accompany them with their relocation. Drugs to be removed from the evacuation site(s).
 - In conjunction with HR representative, arrange for sufficient staffing to accompany evacuees to their relocation site(s) and to remain at the relocation site(s) until end of shift.
 - Return transportation may need to be arranged through Regional ICS – Logistics Section.
 - Allow for sufficient staffing at reception site(s) to handle the evacuee admissions.
 - Notify client families as to where they have been relocated to.
- Maintenance:**
 - Arranges for “at risk” equipment, files, or furnishings to be moved from floor level to above expected flood level as required.
 - Electrical equipment or appliances that cannot be moved shall be unplugged.
 - If the site has sump pumps, regular inspections shall be carried out to ensure they are functioning properly.
- Nutrition Services Manager/Supervisor:**
 - Ensure all Nutrition Services deliveries to evacuated site(s) are temporarily discontinued.
 - Notify Meals on Wheels clients of the suspension of services in affected area.
 - Coordinate the transfer of perishable foods to reception site(s) through Regional ICS – Logistics Section.
 - If loss of hydro is expected, transfer all frozen products from evacuated site(s).
 - Notify all vendors and suppliers of evacuation closure(s).
- Community Health Program Leaders** maintain communications with “at risk” clients to ensure they have emergency plans in place should there be a disruption in services provided to them by the region.
- Community Health Providers:**
 - Notify clients of the possible disruption of services and/or alternate clinic locations if applicable.
 - Remove pertinent case/staff files to alternate office locations.
 - Removal of medications and vaccines to alternate storage locations.

POST-EVACUATION DUTIES ARE CARRIED OUT BY REGIONAL STAFF AS IDENTIFIED:

- Site Incident Commander/Manager:**
 - Ensure remaining staff at evacuated site(s) assist to help secure the building. This includes provision for moving furnishings, equipment, and supplies to a safe area within the site(s) or from the site(s).
 - In conjunction with Regional ICS - Safety/Security Officer, coordinate security for the site.
 - Provide for regular routine maintenance of the site(s) during the evacuation period, for as long as the region is able to occupy the site(s), including flood protection equipment (such as sump pumps or barriers) and ensuring the generator and fuel supply are protected from potential flooding.
 - Provide Situation Status (SitStat) Report and PMH Resource Status Report From to Regional ICS/DEPP as requested.
- Regional ICS:**
 - Communications to provide for regular flood status updates to displaced staff and clients/families and an update to all parties when a re-entry date is planned.

POST-EVACUATION REPATRIATION:

- See CODE GREEN – Repatriation.

Required Documentation/Resources:

- Incident Reporting System
- Client Evacuation/Re-entry Form
- Situation Status Report
- PMH Resource Status Report Form
- Evacuation and Equipment Checklist
- CODE GREEN