

# COVID-19 Incident Management Team Summary

LAST UPDATED: MAY 26, 2020

The University of Oregon (UO) fully activated its Incident Management Team (IMT) on February 28, 2020, to monitor and respond to an outbreak of a respiratory disease caused by a novel coronavirus. *The virus has been named “SARS-CoV-2” and the disease it causes has been named “coronavirus disease 2019” (abbreviated “COVID-19”).*

## University of Oregon–Incident Management Team

The IMT is a group of trained individuals from across campus who are tasked with managing the logistical, fiscal, planning, operational, safety, and campus issues related to any and all incidents/emergencies, including infections, disease outbreaks and pandemics. In addition, the IMT manages all phases of an incident (e.g., response, mitigation, continuity, and recovery).

The UO follows the Incident Command System (ICS). ICS is the emergency management structure and framework established by the Federal Emergency Management Agency (FEMA) for emergency response. Using ICS at the UO allows the members of the IMT to coordinate across both academic and administrative units and departments, all schools and colleges, and the Eugene campus and satellite campuses through a common organizational structure. The hierarchical ICS system and chains of communication adapt to rapidly evolving incidents like COVID-19.

Part of the ICS protocol is to establish objectives for managing a particular situation or incident. For COVID-19, the UO IMT current objectives are:

1. Reduce the likelihood of COVID-19 illness among students, faculty, staff, and guests of the University of Oregon and develop mitigation plans for fall term to reduce the impact of potential illness on campus.
2. Develop comprehensive testing and contact tracing plans for the university in partnership with Lane County Public Health and Oregon Health Authority.
3. Keep the campus informed of new developments, Oregon Health Authority and CDC guidance, and action the university is taking to prepare, respond, and maintain operations.
4. Develop agile strategies and direct action to minimize the disruption to our students, faculty, and staff through effective communication, engagement, academic planning, research, and service.
5. Identify opportunities to inspire our students, faculty, and staff to actively engage in and accelerate the university’s recovery and strengthen our mission.
6. Assess the financial impacts of the COVID-19 illness, develop financial scenarios and mitigation strategies to aid in the continuity and recovery efforts, and protect the long-term financial stability of the university.

As of this update, the IMT is now entering modes or phases related to (a) continuity and engagement, and (b) resumption planning for fall term. These phases or modes will utilize a more standard project management approach for activities as opposed to the traditional ICS structure used for the response mode. While the activities that formed the response phase were coordinated by operation section chief and deputy chiefs, the activities of the newer phases are coordinated through assigned project managers, who are part of the planning section within the IMT.

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## Key Activation Dates for the UO IMT:

- January 28, 2020, the IMT was partially activated for COVID-19 response. That team focused on issues around international travel and situational monitoring.
- February 27, 2020, the full IMT was activated and expanded beyond our normal structure to include over 150 people, some of whom are standing members of the IMT and others who have been added to lend their operational expertise to this particular response. This expanded team worked around the clock on preparedness, mitigation and response to the outbreak.
- March 27, 2020, the IMT added two new sections within the architecture to address ongoing continuity and recovery issues.
- April 24, 2020, the IMT revised the objectives to meet the new planning needs of the evolving situation.

## Current IMT Structure as of May 26, 2020

Org Chart can be found at the following link:

[https://www.uoregon.edu/sites/www2.uoregon.edu/files/imt\\_covid19\\_org\\_chart\\_05.26.20.pdf](https://www.uoregon.edu/sites/www2.uoregon.edu/files/imt_covid19_org_chart_05.26.20.pdf)

IMTs use a set of well-developed core plans that provide the foundation for the team to address multiple complex and evolving situations. At UO, these plans include the Emergency Operations Plan (EOP) and, in the case of the COVID-19 outbreak, the Pandemic Plan (an annex to the EOP). The plans allow for flexible proactive and active postures in matters unforeseen and/or not covered by the elements of the plans.

The UO's All-Hazard Incident Management Team (UO-IMT) provides the command and control infrastructure required to manage the logistical, fiscal, planning, operational, safety, and campus issues related to any and all incidents/emergencies. UO-IMT is made up of the individuals who serve as the primary Incident Commanders and Command and General Staff. The UO follows the requirements set forth by the National Incident Management System (NIMS). NIMS provides a nationwide template enabling federal, state, local, and tribal governments and private sector nongovernmental organizations to work together effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents regardless of cause, size or complexity. Using NIMS enables the university to communicate and coordinate response actions with other jurisdictions and emergency response agencies.