



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Raymond Riordan

**SUBJECT: COVID-19 PRELIMINARY
OPERATIONAL ASSESSMENT
REPORT REVISION**

DATE: April 28, 2021

Approved

Date

4/29/2021

SUPPLEMENTAL

REASON FOR SUPPLEMENTAL

This supplemental memo summarizes revisions made to the COVID-19 Preliminary Operational Assessment Report that were requested by City Council on March 2, 2021.

RECOMMENDATION

Accept the revised COVID-19 Preliminary Operational Assessment Report, white papers and Operational Adjustment Plan.

OUTCOME

Acceptance of the revised COVID-19 Preliminary Operational Assessment Report recommendations will inform the path forward for the City of San José as it continues to respond to COVID-19 and shifts toward recovery.

BACKGROUND

The COVID-19 Preliminary Operational Assessment Report was developed to capture the City Emergency Operations Center's COVID-19 experience from January 2020 – October 2020. Actions taken after October 2020 will be captured in a future after action report. The recommendations found in this report are intended to help improve the COVID-19 response and recovery efforts. The eight white papers were developed to provide in depth discussion on important topics.

The COVID-19 Preliminary Operational Assessment Report was presented at the March 2, 2021 City Council Session. At that time, the Council accepted the report, while requesting revisions related to the following themes: disproportionate impact of COVID-19 by race, the extent of the economic impact, impacts to women and girls, actions needed to address race and equity, future planning, and systemic barriers faced by parts of the community during the pandemic.

- Enhance the descriptions of the disproportionate racial impact of COVID-19 on the Latinx and Black communities.
This was accomplished by additional interviews with Emergency Operations Center (EOC) leaders, review of COVID-19 case and death rate data, and review of COVID-19 eviction rate data.
- Describe the severity of the economic impact linked to COVID-19.
This was accomplished by additional interviews with the EOC's Community and Economic Recovery Branch to more completely describe our understanding of the devastating economic impact.
- Include understanding of the impact to women and young girls within the COVID-19 environment.
Understanding of the impact to women and girls is being led by the Police Department. The most complete report on this work can be found in the Police Department's March 18, 2021 Public Safety, Finance, & Strategic Support Committee Memo titled "Sexual Assault Response and Strategy Annual Report".
- Actions needed to address race and equity and reaching hard to reach populations.
This was accomplished by additional interviews with the City's Communications Director and Racial Equity Director.
- Describe how this report will guide future planning.
This was accomplished by describing Whole Community Planning as it relates to emergency management and recommending that future emergency plans highlight areas within the City that continue to face greater need.
- Systemic barriers faced by parts of the community.
This was recognized by acknowledging pre-existing inequities in the City, such as accessibility to healthcare, education, employment, connectivity through technology, and disability support.

The requested revisions are further detailed in the adjudication matrix in Attachment 1. The matrix outlines more detail of action and where to find the information in the report.

The updated COVID-19 Preliminary Operational Assessment Report with these revisions incorporated is provided in Attachment 2.

ANALYSIS

Since the March 2, 2021 Council Session, some of the recommendations found in the COVID-19 Preliminary Operational Assessment Report are being explored as part of the annual budget process including:

- How to add capacity to address Access and Functional Needs including the possible addition of a Coordinator to address issues relating to disabilities.
- How to continue to support multi-lingual capability including the possible addition of a Language Access Coordinator.
- Planning efforts to aid children of struggling essential workers through childcare centers and learning pods.
- Continue advancing digital literacy via the San José Digital Inclusion Fund.

CONCLUSION

The revised COVID-19 Preliminary Operational Assessment Report details the strengths and recommended areas for improvement exhibited during the City of San José's response to COVID-19 from January 2020 – October 2020. Each corrective action and recommendation found in this report was synthesized into a COVID-19 Operational Adjustment Plan (see Attachment 3), which provides a prioritized guide for the City to follow as it continues its response and moves toward recovery.

EVALUATION AND FOLLOW-UP

The Office of Emergency Management will incorporate the COVID-19 Preliminary Operational Assessment Report recommendations to the City's COVID-19 response and Emergency Management work. Plans and programs will be updated to incorporate new actions and reflect progress on the recommendations.

CLIMATE SMART SAN JOSE

The recommendation in this memo has no effect on Climate Smart San José energy, water, or mobility goals.

PUBLIC OUTREACH

This memorandum will be posted on the City's Council Agenda website for the May 4, 2021 Council Meeting.

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COORDINATION

The revised COVID-19 Preliminary Operational Assessment Report, white papers and Operational Adjustment Plan have been coordinated with the City Attorney's Office.

COMMISSION RECOMMENDATION/INPUT

No commission recommendation or input is associated with this action.

CEQA

Not a Project, File No. PP17-010, City Organizational and Administrative Activities resulting in no changes to the physical environment.

/s/

RAYMOND RIORDAN

Director, City Manager's Office of

Emergency Management

For questions, please contact Raymond Riordan, Director of the Office of Emergency Management at (408) 794-7055.

Attachments:

1. COVID-19 Preliminary Operational Assessment Report – Adjudication Matrix
2. COVID-19 Preliminary Operational Assessment Report and White Papers
3. COVID-19 Operational Adjustment Plan