



HICS 204 – ASSIGNMENT LIST

1. Incident Name COVID-19 CONTENT & COMMUNICATION PLANS / COVID-19 RESPONSE		2. Operational Period (#) DATE: FROM: 12/2/21 to 12/9/2021 TIME: FROM: 8:00 am TO: 08:00 am	
3. Section PIO Section Chief Veronica Vaughn		4. Branch (if applicable) Branch Director PIO – Veronica Vaughn	
Ask Your Provider:	December 16, 2021 Ask Your Provider Save the Date	PR & M Team	PR & M Team
GRIC/IMT PIO/JIC Activity	The next JIC meeting will be held on December 16, 2021.	PR & M Team / IMT / JIC	PR & M Team / IMT / JIC
Employee Intranet Communications and Updates	<ul style="list-style-type: none"> COVID-19 Encouragement refreshed branding using the corrected version of #strongertogether in O’odham GRHC Holiday Messaging Tie-a-Ribbon for Gratitude message and Employee Holiday Messaging is in production BHS Virtual Events slider 	PR & M Team	PR & M Team
GRIC MVU Flyers	Updates have been made to the individual MVU flyers for all District Service Centers and placed on all communication channels.	PR & M Team / IMT / JIC	PR & M Team / IMT / JIC
Pandemic Virtual Meeting Participation	The next JIC meeting will be held on December 16, 2021.	PR & M Team / IMT / JIC	PR & M Team / IMT / JIC
Surging COVID Cases & GRHC Readiness	Quarantine: The number of employees on quarantine due to COVID-19 as of today is 56 employees quarantined.	PR & M Team / IMT	PR & M Team / IMT
External messaging	<ul style="list-style-type: none"> Elder Newsletter Holiday Edition: An Elder Booklet has been produced and will be printed and distributed throughout all channels. Holiday Gatherings notice: A holiday gatherings notice was created for the JIC and placed on all communication channels. GRIC Pediatric Vaccination Rate: A thermometer gauging the current number of pediatric COVID vaccines has been placed within all communication channels. COVID/Booster half sheets: A half sheet booster/vaccination encouragement handout is in draft form and intended for use at the Steward location next to the Sacaton Boys & Girls Club. Vaccine messaging: Additional messaging is in production. 		PR & M Team / IMT



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	<ul style="list-style-type: none"> ○ Importance of 3rd dose vaccinations ○ Safety precautions for fully vaccinated individuals and what they should do to protect themselves and others ● Omicron Variant notice: An Omicron Variant notice was created for the JIC and will be placed on all communication channels. 		
COVID-19 Communication Plan	Updated communication with internal and external information to all stakeholders.	PR & M Team	PR & M Team
6. Unit(s) Assigned This Operational Period			
Unit Name	Unit Name	Unit Name	Unit Name
Leader Name Veronica Vaughn	Leader Name	Leader Name	Leader Name
Unit Location GRHC – VLJ	Unit Location	Unit Location	Unit Location
Unit Members / Teams Kim Gill	Unit Members / Teams Kellie Perez	Unit Members / Teams Paul Molina	Unit Members / Teams Jason Peters
Unit Members / Teams Lisa Antone	Unit Members / Teams Trea Lee	Unit Members / Teams Ramon Robles	Unit Members / Teams John Gipp
7. Special Information / Considerations			
8. Prepared by	PRINT NAME: Veronica Vaughn DATE / TIME:	SIGNATURE: FACILITY:	