



Child Care Disaster Council



Subject: Emergency Child Care Plan in Response to COVID-19
Date: April 2020

Vision

The Vision of the Child Care Disaster Council is to support the child care needs of the essential workforce in response to the COVID19 global pandemic.

Background

During an emergency, the availability of child care for children ages birth to 12 is critical to sustain San Diego's essential workforce. Child care enables our first responders, law enforcement, fire, emergency services, military services, frontline healthcare workers, and those working in the food industry and other functions identified as essential to perform their critical functions.

Additionally, child care providers are part of our essential workforce as they care for the children of other essential workers. Child care providers are making great sacrifices to continue to operate during this pandemic, adjusting to stringent public health guidelines, operating on decreased revenue, and putting themselves and their families at risk of exposure to COVID-19.

Those on the front lines fighting COVID-19 are risking their lives to keep us safe and alive. In the midst of their exhausting work, those with young children have the added burden of arranging and paying for child care. Due to countywide school closures and many workers now asked to work extended and off-hours shifts, affording this added expense is driving critical workers out of the workforce and putting the health of our community at risk. The demands on these workers will intensify significantly in the next few weeks as the epidemic takes hold throughout our region.

Current Child Care Landscape

The County of San Diego has a large and diverse child care infrastructure, much of which is still open and available to serve children of essential service workers. Five weeks into the current COVID-19 crisis, 50% of child care centers and 98% of family child care homes are still open with over 6,000 slots available to immediately serve families. The YMCA Child Care Resource Service is tracking available care and referring families to available opportunities. Since the onset of this crisis, over 444 referrals have been provided to the San Diego Community.

Although child care capacity exists, the high cost of care continues to be a barrier to accessing services. Recent guidance from the Governor and the California Department of Education (<https://www.cde.ca.gov/sp/cd/ci/mb2006.asp>) waives income eligibility requirements for accessing state subsidized child care for essential service workers. This creates an opportunity to identify open state funded child care slots and fill them with the children of essential service workers should the type/hours of care meet their needs.



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Additionally, guidance provided by CDE and HHS on March 27, 2020:

<https://www.cde.ca.gov/ls/he/hn/documents/caresupervisionguidance.docx> provides the opportunity for school districts to consider opening emergency child care at school facilities to address the school age child care needs of essential workers.

The following executive order N-26-20, provides further guidance to LEAs should they close schools to respond to the COVID-19 crisis:

<https://www.gov.ca.gov/wp-content/uploads/2020/03/3.13.20-EO-N-26-20-Schools.pdf>

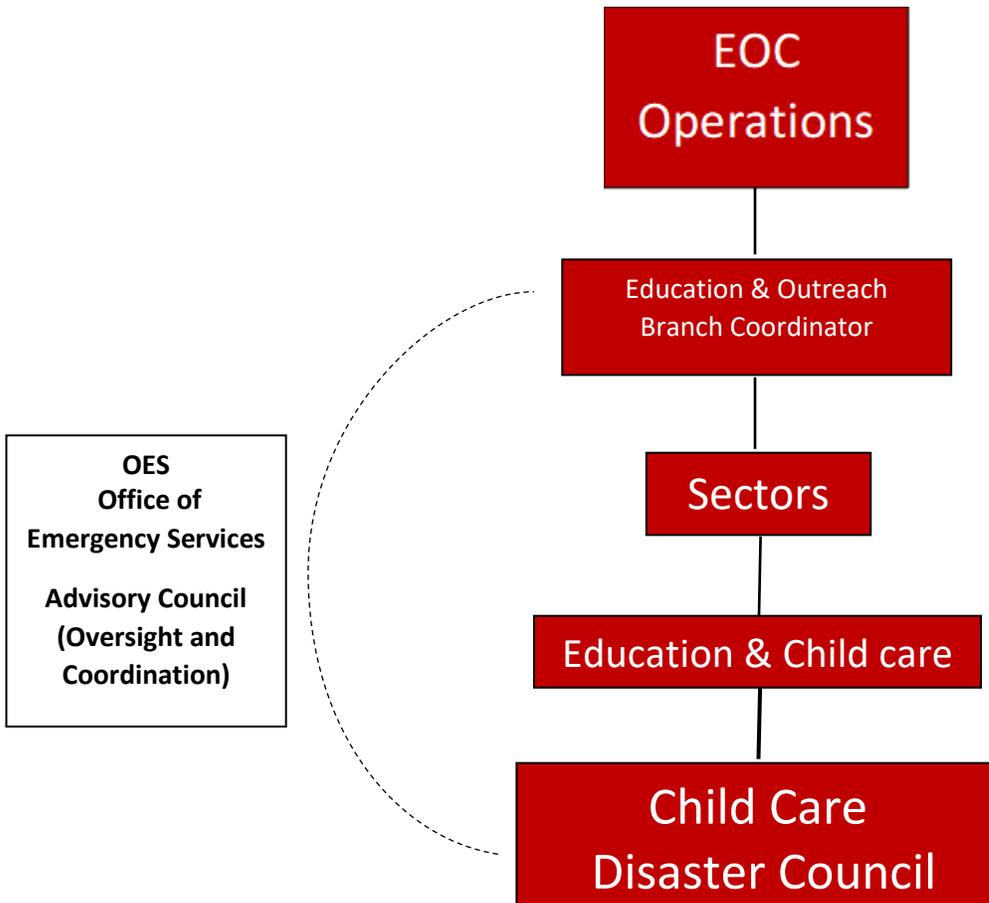
The Child Care Disaster Council

The Child Care Disaster Council (The Council) is coordinated through the Office of Emergency Services (OES) and Emergency Operations Center (EOC) disaster response plan in collaboration with subject matter experts from local and supporting agencies. The purpose of the Council is to **assess the child care needs and capacity** during disaster responses, **support the child care community** in service continuity during a disaster, and **advise the OES and EOC** on recommended courses of action around child care. The council meets on a regular basis to plan the support of the various needs related to child care throughout the disaster cycle: **mitigation, preparedness, response, and recovery.**

The following is the flow chart demonstrating the Council's representation and the communication flow within the County of San Diego EOC. The coordination and oversight of the Council is led by the OES. The flow chart also outlines the representatives that make up the Council.



Child Care Disaster Council



- Kim McDougal- YMCA CRS, R&R (**Chair**)
- Alethea Arguilez- HHSA, First 5 San Diego (**Co-Chair**)
- Lucia Garay- SDCOE EOC Liaison
- Kimberly Hall- CCL Liaison
- Dr. Porchia Rich- HHSA, CA Children’s Services
- Dr. Thomas Coleman-HHSA, MCHS
- Katherine Gordon- HHSA Community Health
- Jessica Williams- OES
- Dave Sheppard- Child Care and Development Planning Council/LEA
- Dezerie Martinez - Child Care and Development Planning Council Coord.
- Kathleen Kenshur- Family Care Provider
- Lynn Twork- Private Childcare Provider
- Kathryn Owen – Higher Education Provider
- Damon Carson- Head Start Provider
- Rick Richardson- Alternative Payment/ CDE Provider
- Aaron Laff –Southern Indian Health Council





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Child Care Disaster Council Representation

Representation on the Council is determined by the County of San Diego's OES informed by the diverse areas of expertise required to provide emergency child care in the event of a disaster.

Agency	Representative	Service Sector	Council Responsibility
YMCA CRS	Kim McDougal	Resource and Referral Agency	Chair
First 5 San Diego	Alethea Arguilez	Early Care and Education	Co-Chair
COSD - OES	Jessica Williams	Emergency Services	Coordination, Planning, and Oversight
SDCOE	Lucia Garay	Early Care and Education	Planning Committee
COSD - EOC	Katherine Gordon	Education Sector Lead	Planning Committee
COSD - HHSA PHS	Dr. Porchia Rich	Public Health SME	Representative
COSD - HHSA	Dr. Thomas Coleman	Public Health SME	Representative
Community Care Licensing	Kimberly Hall	Licensing	Representative
Kids on the Go	Lynn Twork	Private Provider	Representative
SD County Family Child Care Association	Kathleen Kenshur	FCC Provider	Representative
UCSD Early Childhood Ed. Ctr.	Kathryn Owen	Institution of Higher Education	Representative
Child Care & Dev. Planning Council	David Sheppard	Early Care and Education	Representative
Child Care & Dev. Planning Council	Dezerie Martinez	Early Care and Education	Liaison
Southern Indian Health Council	Aaron Laff	Community Public Health	Representative
Neighborhood House Association	Damon Carson	CDE/Head Start Provider	Representative
Child Development Associates	Rick Richardson	CDE / AP Provider	Representative
Business Continuity and Recovery Agency	TBD	Business/Commerce	Representative



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Child Care Disaster Council Purpose

Currently, the Council is working toward providing guidance and support in response to COVID19, a global pandemic. The Council will assess the effects to the region's child care infrastructure, assess the current state of child care, and support child care providers to continue operations under CDC guidelines pertaining to social distancing, and hygiene requirements, as well as guidance from the Federal Government, the CA Department of Education (CDE) and Community Care Licensing (CCL) to support a coordinated approach during a time of crisis.

Additionally, the Council will coordinate an assessment of child care needs and capacity during disaster responses, support the child care community in service continuity during a disaster advise the OES and EOC on recommended courses of action around child care. The Council encourages coordination of activities and collaboration for mitigation, planning, response, and recovery.

The Council has convened in response to the need for a formally recognized body to advise the County of San Diego on child care status in light of the COVID19 event and formalize communication channels between the child care community and the County (See Appendix D - Communication Flow Chart).

Child Care Disaster Council Responsibilities

OES ensures child care is included in disaster mitigation, planning, response, and recovery. It connects the Council to disaster response resources, and provides a communication channel between the County, first responders and child care.

The YMCA Childcare Resource Services acts as a clearinghouse for child care providers to receive updated information from state and local authorities, collect and report child care needs and capacity data, and act as the designated child care resource and referral agency for the County. The YMCA CRS provides enhanced referrals to essential sector employees, ensuring families have quick access to available child care. YMCA CRS participates on the Resource Task Force (RTF), and distributes along with Child Development Associates child care stipends for essential sector workers. The YMCA CRS reports data on child care availability to the California State Department of Social Services on an ongoing basis during a disaster.

The Child Care and Development Local Planning Council (LPC) serves as a resource and support for the planning of local countywide child care services. LPC staff will provide resources and information to families of essential workers, at-risk populations, and providers during the declared State of Emergency related to COVID-19. The LPC includes a diverse group representing a broad range of experience and expertise to assess ongoing local child care needs, prioritizing the needs of essential workers and at-risk populations. LPC staff will also ensure partnership in planning with the local R&R, local Quality Counts California consortium, local CCL Regional Office, local Alternative Payment contractors, direct contract programs, child care provider organizations, First 5 Commission, and nonprofit partnerships.



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The Council monitors child care supply and demand data for the County of San Diego and makes recommendations.

Child Care Programs’ Responsibilities include, but are not limited to:

- Each child care program’s Emergency Child Care plan in response to COVID-19, should include a communication hub with a staff member assigned as the communication coordinator with parents, guardians.
- Follow all local Public Health Guidelines set forth by the State of California as well as the County of San Diego.
- Follow all directives during a disaster from the Federal Government, State of California Community Care Licensing Division and the California Department of Education.
- Establish procedures to ensure children and staff who come to the child care center sick or become sick while at your facility are sent home as soon as possible
- Follow CDC guidance on how to disinfect your facility if someone is sick.
- System to ensure/obtain hygiene supplies during COVID-19 to remain operational within CDC guidelines for Child Care Programs
- Sign up to receive notifications and updates from the R&R, YMCA CRS (text CRSNEWS to 59925) and County of San Diego (text COSD COVID19 to 468311)

Full CDC guidelines are available at : <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-child-care/guidance-for-child-care.html>

Emergency Child Care Plan

The purpose of the Emergency Child Care Plan (**The Plan**) during COVID-19 is twofold. First, to provide an **assessment of the existing child care need and capacity in the County and propose solutions** to meet the needs of the essential service workforce. Second, **to assess the needs of child care programs currently operating and coordinate efforts to meet those needs.**

The Plan relies on the pre-existing child care system capacity, consisting of a mix of care providers and care settings including:

- Licensed Private child care centers
- Licensed State subsidized child care centers
- Licensed Federal subsidized Head Start and Early Head Start programs
- Licensed Family child care programs, also known as home-based child care
- Preschool (aka Pre-kindergarten) programs at private and public schools
- Before and after school care programs at private and public schools
- License-exempt care by family, friend or neighbor (Trustline)

Temporary (i.e. pop up sites) child care centers that were not previously licensed with ad hoc staff are the least desirable type of care in a crisis and should be avoided in favor of pre-established care programs.



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State funded alternative payment program allocating subsidy vouchers provide a flexible means for at risk populations to afford child care in the above programs.

The local Resource and Referral agency provides the critical function of helping families find child care options near home or work. They also assist child care providers with resources and information.

Prioritization for Emergency Child Care Utilizing Existing Child care Capacity

In accordance to guidance received from the CA Department of Education, Management Bulletin 20-06, April 2020, the prioritization of emergency child care for the following state subsidized programs: CAPP, CSPP, CCTR, and CFCC, is as follows:

- Families determined to be **At Risk**.
- Families that are part of the **Essential Workforce** and are not able to work remotely and meet income eligibility criteria.
- Families with children with **disabilities or special healthcare needs** whose IEP or IFSP include ELC Services.
- Families that are part of the **Essential Workforce** and are not able to work remotely and assets do not exceed \$1,000,000.

Furthermore, child care for essential workers is prioritized into three **Essential Worker Priority Areas**, (enroll in the order listed):

- **Essential Worker Priority 1:** Healthcare / Public Health and Emergency Service sectors.
- **Essential Worker Priority 2:** Food and agriculture, teachers, education staff, and providers of early learning and care services including custodial, kitchen staff, and other support staff, workers supporting critical infrastructure, state and local government workers, communications and information Technology (IT), energy, transportation and logistics, critical manufacturing, hazardous materials, financial services, and chemical sectors.
- **Essential Worker Priority 3:** All other fields listed on the Essential Critical Infrastructure Workers document, located at:

<https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf>

To date, no formal guidance has been provided for prioritization of enrollment for school age child care in unsubsidized and CDE subsidized programs.

Assessment of Child Care Needs and Capacity

Collaboratively develop and support a needs assessment of essential sector workers, as well as work with the YMCA CRS to identify the existing child care capacity throughout San Diego County.



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Child Care Needs Assessment:

- Collaboratively developed, managed by The San Diego County Office of Education and deployed by Council members and partners to include:
 - Hospital Systems via Hospital Association & Labor Unions
 - Government and Public Health Sector Workers
 - Military via Navy Region Southwest
 - Fire, Police, and Emergency Medical Response Teams
 - Food Service Workers via Food Service Workers Union
 - Additional essential sector workforce via San Diego Workforce Partnership
 - Vulnerable and at-risk populations
 - County of San Diego OES sector contacts
 - Wide distribution through social media

Child Care Capacity Assessment:

- Completed by the YMCA Childcare Resource Services, the Resource and Referral agency for San Diego County.
- Maintain updated database of open child care providers throughout the County.
- Conduct regular outreach to the child care provider community to assess available child care slots.
- Maintain daily communication with Community Care Licensing and the California Resource and Referral Network to update closed provider list.
- Provide a weekly capacity and referral request data dashboard
- Provide the San Diego County Office of Education with zip code specific capacity reports.
- Maintain an updated child care supply map reflecting current county capacity.

Assessment of Child Care Provider Needs and Resource Access and Allocation

Assessment of Child Care Provider Needs:

- YMCA CRS collects child care provider need data via email surveys, a text-messaging platform, emergency phone messaging system, virtual provider forums, and through the Resource and Referral phone lines.
- The County of San Diego Office of Emergency Services in coordination with the Emergency Operations Center hosts weekly child care sector telebriefings to provide updates to the child care field and respond to provider needs. Questions submitted through the COVID Community Sector Webpage and fielded during the telebriefing are answered by representatives from County Public Health, Community Care Licensing, and First 5 San Diego.
- YMCA CRS generates daily provider and community updates and connection to local resources throughout the County of San Diego. Daily updates sent out via email blasts as well as hosted on the YMCA CRS website are translated into English and Spanish. Arabic and Somali translators on staff at the YMCA CRS support with additional translation.



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- San Diego Child Care and Development Planning Council communicates updates to its members, school systems, and the community.

Resource Access and Allocation:

Child care providers have shared a need for access to the following supplies:

- Cleaning supplies recommended by the Environmental Protection Agency(EPA):
<https://www.epa.gov/pesticide-registration/list-n-disinfectants-use-against-sars-cov-2>
- Gloves
- Masks
- Spray bottles
- Bleach
- Soap
- Thermometers (ear or infrared)

Child care providers have expressed needed support with the following non-supply related needs:

- Advocacy to local grocery stores and big box stores to include child care providers in essential sector designations in order to purchase bulk foods such as eggs and milk.
- Support navigating resources available for small businesses impacted by the crisis as well as grant and foundation resources to cover lost wages.
- Support understanding current Public Health guidelines as they relate to the provision of child care as well as updated Public Information Notices from Community Care Licensing and the California Department of Education.

The Council has a **Resource Task Force (RTF)** focused on supply sourcing and distribution working in coordination with the County Office of Emergency Services. The RTF represents a group of community partners from child care, foundations, and community-based organizations that have come together during this disaster to streamline and advocate for access to child care in the following ways:

Supply Sourcing

- The Office of Emergency Services has connected the RTF with Volunteer Organizations Active in Disasters (VOAD) to access donations available through community organizations
- The RTF submitted a desired supply list to the California Child care Resource and Referral Network, Supplybank.org, and First 5 California.
- The YMCA CRS, as a member of the RTF, has requested and received waivers from the California Department of Education to reallocate unspent contract funds to purchase supplies. To date, a bulk supply order was placed for \$50,000 and another bulk supply order of approximately \$100,000 is planned.



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- The YMCA CRS as the County's Child Care Resource and Referral agency is the designated entity to distribute supplies to providers, as funded by Section 2 of Senate Bill 89 (Chapter 2, Statutes of 2020).
- The RTF advocated to the State of California for support with supplies and the Governor has allocated \$50M statewide to meet this need. Funds have yet to be allocated to Counties.
- First 5 California is in the process of allocating funds to the counties for diapers, wipes, and other needed support for child care providers
- The RTF has created Amazon wish lists so donors and VOAD members are able to purchase needed educational activities for children. Activity packets will be compiled for distribution at regional hubs. (See Appendix C).

Supply Distribution

- The RTF has established 5 regional hubs for supply distribution to child care providers (See Appendix B). With the support of the RTF, distribution hubs will receive supplies, sort, and organize supplies, and manage supply distribution.
- MOUs with the YMCA CRS and each regional hub have been created and executed (See Appendix C).
- VOAD members recruited to work at distribution sites as well as provide supply delivery to child care provider locations.

Post COVID-19 Child Care Recovery Plan

It is just as critical to coordinate countywide efforts during COVID-19 as it is to plan for the recovery phase post COVID-19. The Recovery plan will focus on the following but not limited to the: reopening of sites, addressing staffing shortages, financing, and business practices.

The recovery plan will be informed by the child care community through a countywide survey to assess child care provider needs.

Additionally, the following are **six key indicators** that will guide California's thinking for when and how to modify the stay-at-home and other orders during the COVID-19 pandemic.

The **six key indicators** are:

- The ability to monitor and protect our communities through testing, contact tracing, isolating, and supporting those who are positive or exposed
- The ability to prevent infection in people who are at risk for more severe COVID-19
- The ability of the hospital and health systems to handle surges
- The ability to develop therapeutics to meet the demand
- The ability for businesses, schools, and child care facilities to support physical distancing
- The ability to determine when to reinstitute certain measures, such as the stay-at-home orders, if necessary

Governor Newsom has stated that this is not a precise timeline for modifying the stay-at-home order, but that these six indicators will serve as the framework for making that decision.



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Key county health officer decisions may significantly impact the ability to provide child care and should be considered in recovery plans include group size limitations, PPE requirements for caregivers and children, and social distancing guidelines. Requirements to maintain proximity between children and caregivers are difficult or unachievable depending on the age of the children and the care setting.

The following link provides guidance from SDCOE on post COVID-19 recovery plan assumptions and recommendations for school districts.

[https://covid-19.sdcoe.net/Portals/covid-19/Documents/Pandemic%20Plan%20Resources/20-04-14 Recovery Plan Assumptions and Recommendations.pdf](https://covid-19.sdcoe.net/Portals/covid-19/Documents/Pandemic%20Plan%20Resources/20-04-14%20Recovery%20Plan%20Assumptions%20and%20Recommendations.pdf)

Post COVID-19 Disaster Preparedness Planning Beyond COVID-19

Post COVID-19, the county child care system should conduct an **After-Action Review (AAR)**. The AAR is a structured approach for reflecting on the work of a group and identifying strengths, weaknesses, and areas for improvement.

An AAR is centered on four questions:

- What was Expected to happen?
- What occurred?
- What went well and why?
- What can be Improved and how?

An AAR features:

- An open and honest professional discussion
- Participation by everyone on the team
- A focus on results of an event or project
- Identification of ways to sustain what was done well
- Development of recommendations on ways to overcome obstacles

The AAR process can include both written reports and surveys from stakeholders and an in-person forum to gather data.

Written Disaster Plans Required by Health and Safety Regulations

Each child care setting should have a written disaster plan. Licensed child care providers are required to have a written disaster and mass casualty plan of action and to conduct disaster drills at least every six months.

The Step-by-Step Guide to Plan for Emergencies by UCSF is available through this link:

<https://cchp.ucsf.edu/sites/g/files/tkssra181/f/Step-by-Step-Guide-Emergency-Disaster.pdf>

Resources:

<https://www.cdc.gov/coronavirus/2019-ncov/community/schools-child-care/guidance-for-child-care.html>



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Appendix A: Acronyms

AAR	After-Action Review
ASL	American Sign Language
CAPP	California Alternative Payment Program
CCDC	Child Care Disaster Council
CDE	California Department of Education
CCTR	General Child Care
CFCC	CA Family Child Care
CSPP	California State Preschool Program
EAS	Emergency Alert System
EOC	Emergency Operations Center
HHS	Health and Human Services
MOU	Memorandum of Understanding
OES	Office of Emergency Services
RTF	Resource Task Force
SDCOE	San Diego County Office of Education
UCSF	University of California, San Francisco
VOAD	Volunteer Organizations Active in Disasters
WEA	Wireless Alert System
YMCA CRS	YMCA Childcare Resource Services



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Appendix B: Regional Supply Distribution Hubs

Hub Locations, Dates, Receiving Addresses are subject to change. Wish List supplies available until exhausted.

Region	Hub Location	Address	Specific Drop-off Day and Time	Point of Contact	Phone Number	Email	Receiving address for Wish List:
North	Children's Paradise, Inc.	211 Main Street #205 Vista CA 92084	Tuesday 11am – 2pm	Rob Hicks	(858) 333-1788	RHicks@childrensparadise.com	700 Bobier Dr. Vista, CA 92084 or 1304 Melrose Dr. #C Vista, CA 92083 or 211 Main Street #100 Vista, CA 92084
South	Kids on the Go	2015 Birch Rd UNIT 201, Chula Vista, CA 91915	Wednesday 11am – 2pm	Lynn Twork	(619) 519-1957	lynn@kidsonthegochildcare.com	2015 Birch Road, Suite #201 Chula Vista, CA 91915
Central	The Chicano Federation	2138 Logan Ave, San Diego, CA 92113	Tuesday 10am – 12:30pm	Roberto Alcantar	(619) 316-9997	RAlcantar@chicanofederation.org	3180 University Avenue, Suite 400 San Diego, CA 92104
Central	Copley-Price YMCA	4300 El Cajon Blvd, San Diego,	Tuesday 2pm – 4pm	László Kelemen	(619) 666-7610	lkelemen@ymca.org	3708 Ruffin Road



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Region	Hub Location	Address	Specific Drop-off Day and Time	Point of Contact	Phone Number	Email	Receiving address for Wish List:
		CA 92105					San Diego, CA 92123
East	Cameron YMCA	10123 Riverwalk Dr, Santee, CA 92071	Thursday 2pm – 4pm	László Kelemen	(619) 666-7610	lkelemen@ymca.org	3708 Ruffin Road San Diego, CA 92123



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Appendix C: Regional Hub Memorandum of Understanding (MOU)

Draft MOU with Hub Partners for COVID19 Materials Distribution:

Whereby YMCA Childcare Resource Service (YMCA CRS) wishes to distribute materials supportive of preventing the spread of COVID19 infection from the novel coronavirus in child care settings, YMCA CRS enters into this agreement with _____ to coordinate efforts to receive, sort, and distribute cleaning and sanitation materials purchased by YMCA CRS.

As a Hub partner for materials distribution, _____ agrees to the following:

- Ensure sufficient space is available to receive, sort, store, and distribute materials based on allocations agreed upon by YMCA CRS and the Hub partner in collaboration with the ECE Task Force. It is anticipated that the first round of materials will be distributed approximately as such:
 - 80 kits of materials to Children's Paradise
 - 230 kits of materials to Kids on the Go
 - 150 kits of materials to Chicano Federation
 - 200 kits of materials to Copley Price YMCA
 - 90 kits of materials to Educational Enrichment Services, Inc.
 - X kits of materials to a YMCA in East County
- Allow YMCA CRS Staff onto the premises to receive the delivery to the Hub facility and ensure Hub staff are also available to receive the delivery and direct placement. In the event YMCA CRS staff are not present when a delivery is made, packing slips should be checked against the delivered materials to ensure receipt of all items and saved for YMCA CRS.
- Maintaining social distancing practices, sort delivered materials into kits including:
 - 1 12-oz hand sanitizer
 - 1 gallon bleach
 - 3 24-oz spray bottles and 3 triggers
 - 10 rags
 - 1 mesh bag
 - 1 bin
 - 18 rolls toilet paper
 - 6 rolls paper towels
- Maintain the secure storage of all materials until and during distribution.
- Distribute materials upon such a date and time as determined by the ECE Task Force and in accordance with distribution logistical guidelines established below.
- Distribute additional materials with the kits as available.
- Store any kits that are not distributed until such a time as another round of distributions can be planned and implemented.
- Implement additional distributions as planned with the ECE Task Force.



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Distribution Logistics

- YMCA CRS will send out the invitation to participate in distributions through its all-provider email, text message and phone systems. Hubs and others may additionally send out the information.
- Providers will register for distribution time windows on Event Brite or via phone call in order to limit congregation of recipients in one area at the same time. Windows will be available from 9-10, 10-11, and 11-12 on a Saturday. Providers will submit their child care license number as part of registration. Center-based providers will be asked to submit the number of children they are currently serving.
- Providers who are not able to pick up their kits may alternatively request a delivery. The Hub will coordinate with YMCA CRS and Voluntary Organizations Active in Disaster (VOAD) to implement a delivery process. Providers who select delivery will receive a disclaimer notifying them that their name and address will be shared with an organization other than YMCA CRS.
- Registration data will be sent to hubs by the end of day on the Thursday before distribution. Hubs will print the list in advance.
- At least one YMCA staff member and one staff member of the Hub should be present during distribution.
- FCC providers may receive one kit, and center-based programs will receive a kit distribution that aligns to the number of children they currently serve – estimated at one kit per 10 children, but to be determined with Hub partners after registrations are complete.
- Providers will give their program name upon arrival at distribution, and their name will be checked off the list. A kit will be brought near their car. Maintaining social distancing, the provider may then put the kit into their own car. Providers who use public transportation will also be asked to maintain social distancing as kits are brought to them.
- Providers that have not registered may receive any kits that are not reserved during the distribution windows. In addition, at 12:00 whatever kits that have not yet been distributed (including those which were reserved for registered participants who did not show up) may be distributed to additional child care providers. Unregistered providers should give their name and license number, and the staff should track that information on the printed list.
- At the end of distribution, the list should be scanned or photographed and sent to Kim Woodworth at kwoodworth@ymca.org.
- Any remaining kits should be securely stored at the Hub for future distributions as agreed upon by the ECE Task Force.

This agreement is entered into by:

Kim McDougal
YMCA Childcare Resource Service

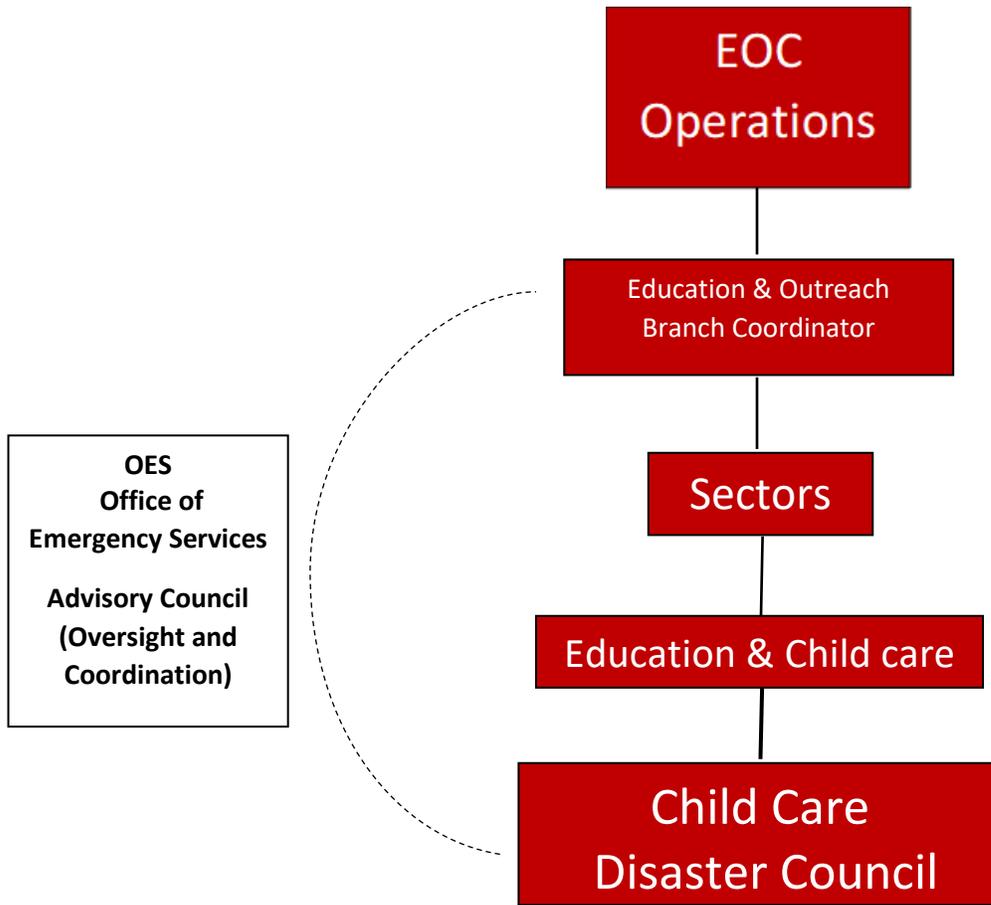
Name of Hub Lead
Name of Hub AGENCY



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Appendix D: Communication Flow Chart





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Appendix E: Communication Plan

Child care programs and local agencies can access designated radio, television, and online media centers that provide centralized public communications about the disaster to receive accurate and timely information. Disaster planning includes being connected to local media and other communication centers/hubs. Immediately responding to rumors with accurate information reduces the risk of spreading false information and minimizes unnecessary fear, worry, and stress.

Communications unique to the Child Care Disaster Council will be primarily through email, phone, and regular in person meetings. In the event of a disaster that the childcare infrastructure is affected or that the workforce essential to an event results in the childcare needs of a jurisdiction to be altered –the Child Care Disaster Council will be activated through these means to coordinate and advise leadership to the community’s needs.

In addition to an effective communications capability, government must have an effective means to provide alert and warning to the population impacted or at risk as the result of an emergency.

At the OA level, the OA EOC is activated by the County Office of Emergency Services (OES). Communication systems are critical for all of the OA Emergency Operations Plan (EOP) Annexes as well as specialized plans addressing subjects such as Reunification, Law Enforcement, Fire Services and Life Safety, and Evacuations.

Other communications systems provide links to nearby jurisdictions and to higher levels of the statewide emergency organization. The communications systems in the OA EOC include the radio systems licensed to the County. Such radio systems are augmented, in an emergency, by radio systems licensed to other governmental agencies, to private industry, and to individuals.

A vital part of the Unified Emergency Services Organization's responsibility during an emergency or disaster is providing the public with accurate information and instructions. The Office of Emergency Services (OES) and the Operational Area Media Team work closely with the news media, social media followers, the public and regional public information partners to accomplish this task

ADDITIONAL COMMUNICATION SYSTEMS

1. Emergency Alert System (EAS)
2. Wireless Emergency Alerts (WEA) utilized to quickly disseminate emergency alerts to mobile devices. WEA messages are intentionally short and should direct residents to take a specific action: EVACUATE, SHELTER IN PLACE, MONITOR THE NEWS FOR ADDITIONAL INFORMATION, ETC.
3. AlertSanDiego communications system enables emergency dispatchers to call residents, via a reverse 911 callout system, and alert them to emergency actions which may need to be taken. AlertSanDiego is also available in accessible formats. Accessible AlertSanDiego provides emergency management the capability of alerting and informing residents of San Diego County who are deaf, blind, hard of hearing, and deaf/blind



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before, during, and after a disaster. Accessible AlertSanDiego sends accessible alerts and information to internet and video capable devices, such as computers, cell phones, smart phones, tablet computers, and wireless Braille readers. These alerts are offered in American Sign Language (ASL) with English voice and text. The AlertSanDiego system, which is hosted by Blackboard Connect, has the capability of making thousands of calls per hour by using automated calling technology. OES, incorporated Cities or the Sheriff's Communications Center can activate AlertSanDiego.



- 4. County of San Diego ongoing Communications including, Community Sector Support – Child Care Telebriefings and corresponding Webpage provides a central hub for web-based communications to the child care field:

https://www.sandiegocounty.gov/content/sdc/hhsa/programs/phs/community_epidemiology/dc/2019-nCoV/CommunitySectors/Childcare_Centers.html

- 5. YMCA CRS ongoing updates to providers countywide
- 6. California Department of Education Management Bulletins (MB)
- 7. Community Care Licensing Program Information Notices (PINs)

