

County of Santa Clara

Office of the County Executive

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Date: November 9, 2021

To: Honorable Board of Supervisors
Jeffrey V. Smith, M.D., J.D., County Executive

From: Martha Wapenski, Deputy County Executive

Subject: Off-Agenda Report: COVID-19 Recovery Teams/Recovery Support Functions

At its April 6, 2021 (Item No. 12) meeting, the Board of Supervisors received a report from the Office of the County Executive relating to the overview and structure of activities of the County Disaster Management Recovery Team and the manner of engagement with external partners regarding community recovery needs. This report provides information in response to requests from Supervisors Ellenberg and Lee to provide additional information regarding COVID-19 recovery teams and Recovery Support Functions (RSFs).

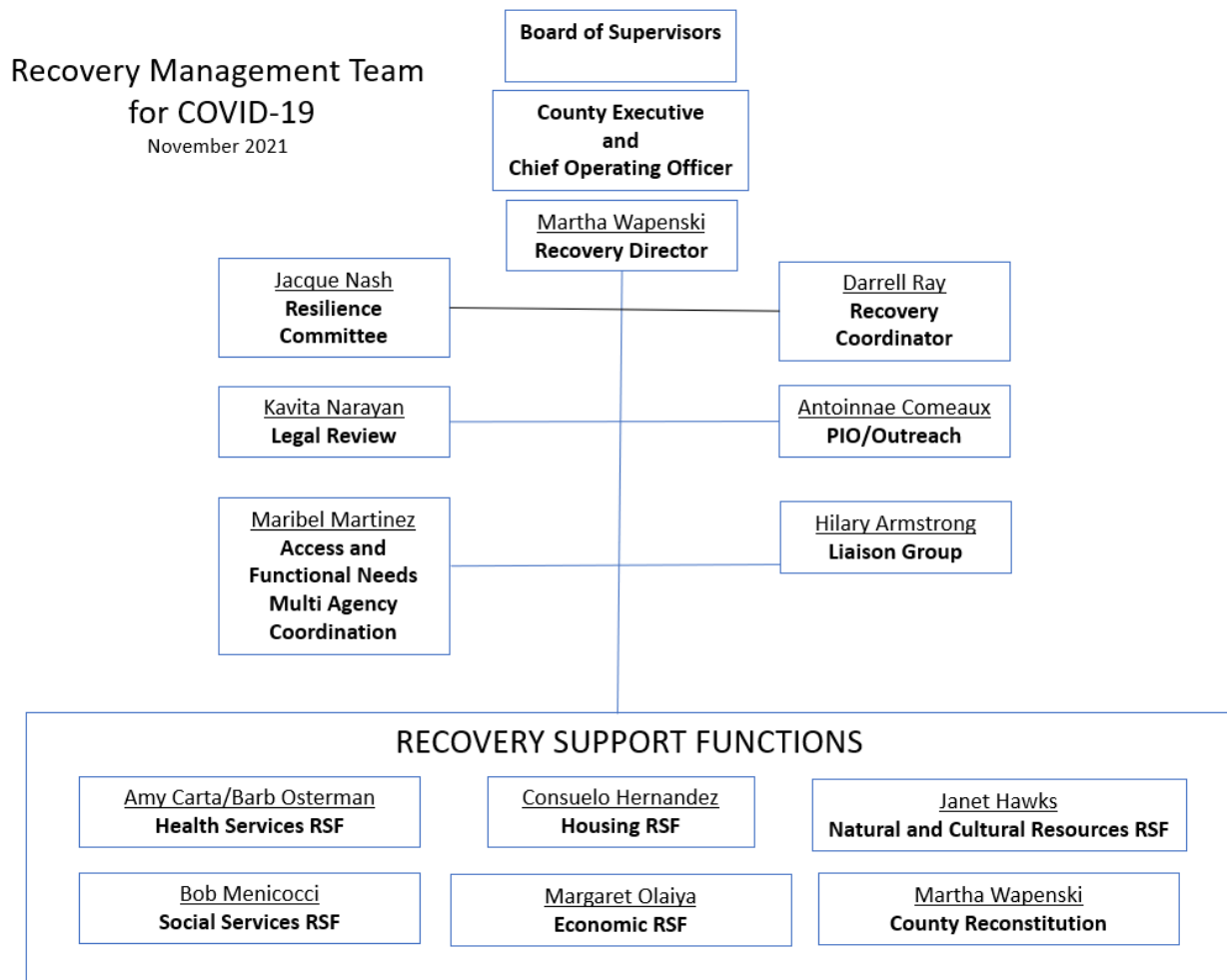
Team Structures and Organizational Chart

As described in the April 6, 2021 report, the Disaster Recovery Management structure operates very similarly to the County's Emergency Operations Center (EOC). Each member of the management team is responsible for selecting appropriate members to staff their teams and work with community stakeholders.

The Administrative Functions include: Recovery Director, Recovery Coordinator, Public Information/Outreach, Liaison Group, Legal Review, Access and Functional Needs, and a Resilience Committee.

The Recovery Support Functions include: Economic Recovery, Health Services, Social Services, Housing, Natural and Cultural Resources, and County Reconstitution.

This organizational chart provides an overview of the Recovery Team and its structure.



Recovery Team Membership and Meetings

The leadership group, which meets monthly, is comprised of the Management team and each Recovery Support Function leader. Meeting agendas include key updates from each of the Administrative and Recovery Support Functions, all of which are led by County staff who have been designated for each function. All work is documented through the monthly Recovery Action Plan, which is approved and signed by the Recovery Director and shared with the County Executive.

Each of the individual Administrative and Recovery Support Function teams meet on a cadence that is determined by the individual teams. Some groups/committees are comprised primarily or solely of County employees, while others include members of the community. The Economic Recovery and Natural and Cultural Resources RSFs include significant representation from other jurisdictions and entities, including community-based organizations (CBOs). Participation in these meetings includes both County and non-County members.

The Recovery Team is also tracking the work of other community groups that are focused on COVID-19 recovery to ensure alignment and collaboration where possible. This includes the

Bridge to Recovery, now part of the Building Back Better initiative through Joint Venture, with whom the Economic Recovery Support Function has worked closely.

Recovery Team Activities

The Recovery Team is currently focused on several different activities. Many of the functions that are also represented in the EOC are co-staffed by leaders who are working in the active EOC to ensure continuity of recovery and ongoing operations. A sampling of current activities is described below.

The Office of Emergency Management is issuing an RFP for a Countywide after-action report and improvement plan for COVID-19 recovery. The Resilience Committee is completing the Public Health's after-action report and improvement plan, as well as updating the Pandemic Response plan. The Health Recovery Support Function is focused on third doses, booster shots, and preparation for vaccinating 5- to 11-year-olds, as ensuring the highest vaccination rates possible is key to recovery. The County Reconstitution team is focused on implementing the County's vaccination mandate and working with departments to ensure they have the information and resources that they need.

The Board will receive a quarterly report with the latest updates regarding community recovery and County reconstitution at its November 16, 2021 meeting.

cc: Chief Board Aides
Miguel Márquez, Chief Operating Officer
James R. Williams, County Counsel
Tiffany Lennear, Acting Clerk of the Board
Agenda Review Administrator