THE MET COUNCIL INCIDENT COMMAND STRUCTURE

INCIDENT COMMAND

INCIDENT COMMANDER (IC)
Responsible for all incident activities, including development of strategies, tactics, and the ordering/release of resources throughout emergency response and service recovery operations. The Metropolitan Council has 5 Command Teams and COOPS, each with recovery-specific Incident Commanders:

- 390 Robert Command Team
- MCES Command Team
- MT Command Team
- MTS Command Team
- Technology Command Team

EXECUTIVE POLICY GROUP
The Executive Policy Group does not have operational responsibilities. It is a situation-specific, agile assembly of Met Council leaders, responsible for Command / NIMS ICS activation, determination of best general approach to emergency situation, development of emergency policies, and response and recovery support from economic, political, legal and social implications perspectives.

Executive Leaders
- Metropolitan Council Chair
- Regional Administrator
- Deputy Regional Administrator

Advisors - Finance
- Chief Financial Officer
- Director - Risk Management
- General Counsel

Advisors - Logistics
- Director - Contracts/Procurement
- Director - Human Resources

Advisors - Operations
- General Manager - MCES
- General Manager - MT
- Director - CD
- Director - MTS
- Chief Information Officer

VESTED STAKEHOLDERS
The Metropolitan Council’s critical stakeholders have a vested interest in the outcome(s) of a COOP activation and situation, but they do not have operational responsibilities. They have critical communications requirements during emergency response and service recovery activities; and, as requested by the Executive Policy Group, have the responsibility and authority for policy and fiscal support decision-making.

- Office of the Governor
- 17-member Metropolitan Council

IC COMMAND STAFF
With exception of Safety Officer, these roles are fulfilled by same people, regardless of which Command Team is activated:

- Public Information Officer
- Liaison Officer
- Safety Officer
- 390 Robert Command
- MCES Command
- MT Command
- COOP Support/Tools

FINANCE CHIEF
Role is fulfilled by same people, regardless of which Command Team is activated.

LOGISTICS CHIEF
Role is fulfilled by same people, regardless of which Command Team is activated.

OPERATIONS CHIEF
Role fulfilled by recovery-specific leaders:

- 390 Robert Command
- MCES Command
- MT Command
- MTS Command
- Technology Command

FINANCE SECTION COOPS
- Finance
- General Counsel
- Risk Management

LOGISTICS SECTION COOPS
- Procurement
- Human Resources
- Equal Opportunity
- Program Eval & Audit

OPERATIONS SECTION COOPS
- Facilities/1 & DA
- IS/Technology
- Divisions’ Service Recovery

THE BANKERS
THE GETTERS
THE DOERS
THE STRATEGIZERS

Version Date: 4-Feb-2019
Phases of Response

• Continue with Council services
• Contact tracing
• Testing
• Vaccinations
• Return to office for teleworking staff
Return to On-Site Work Planning

- Pandemic Preparedness Plan (Last Updated Nov. 2020)
- Emergency Policies and Procedures (Temp Taking, Masking, COVID Leave)
- Division-Level Strategies
- Developing Tools for Managing Return
  - Website (guidance, contact tracing, testing resources)
  - Scheduling Tools
  - Floor planning
  - Signage
  - Capacities
**JANUARY - APRIL**
Vaccination Program

**APRIL - MAY**
Update Return to On-Site Work Plans

**JUNE - AUGUST 2021**
First Phase of Return

**FALL 2021**
Next Phase

**2022**
Post-Pandemic
Remote Work – Long Term

• Remote work more widely accepted and supported
• Anticipate 10-12% hybrid remote work
• Flexibility to meet business and employee needs
• Fair, job-related determination by managers
• Considerations: available work space and equipment investment
• Department planning and training for engaging a combination on-site and remote work group long term
### ONSITE
- **I do my work primarily...** Council workplace
- **When I am on site, I spend my time...** Dedicated workspace
- **I spend this many days on site...** 10 days/pay period
- **My workstation set up is** Standard office equipment

### HYBRID
**A**
- **I do my work primarily...** Council workplace
- **When I am on site, I spend my time...** Dedicated workspace
- **I spend this many days on site...** 7-10 days/pay period
- **My workstation set up is** Standard office equipment

**B**
- **I do my work primarily...** Home
- **When I am on site, I spend my time...** Shared or hotel space
- **I spend this many days on site...** 1-6 days/pay period
- **My workstation set up is** Standard equipment for office and/or home depending on business case

### REMOTE
- **I do my work primarily...** Home
- **When I am on site, I spend my time...** Hotel space
- **I spend this many days on site...** 0 - 1 days/pay period
- **My workstation set up is** Standard home office equipment

*Varies by business case*
Questions?