7. TECHNICAL SPECIALIST UNIT

A. ORGANIZATION CHART

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<table>
<thead>
<tr>
<th>IDER DOC Commander</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plans Section</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>Situation Status Unit</td>
</tr>
<tr>
<td>Resource Status Unit</td>
</tr>
<tr>
<td>Documentation Unit</td>
</tr>
<tr>
<td>Demobilization Unit</td>
</tr>
<tr>
<td>Technical Specialist Unit</td>
</tr>
</tbody>
</table>
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B. DESCRIPTION

a. Purpose & Objectives

The purpose of the Technical Specialist Unit is to provide or obtain technical expertise for the infectious disease emergency response. Unit objectives include:

- Receive technical requests (e.g., environmental, toxics) needed to support planning and operation.
- Identify additional technical expertise needed for the response to provide planning and operations guidance and support.
- Determine if the technical expertise resides with assigned response personnel.
- Recruit technical specialists from outside the response.
- Orient Technical Specialists assigned to the Unit or joining other modules of the response.

b. Methods

The Technical Specialist Unit will utilize the following methods to achieve objectives:

Technical Expert Recruitment. When technical experts cannot be identified by the Technical Specialists Unit, requests for assistance can be made to the Emergency Operations Center (EOC).

C. IMPLEMENTATION

a. Technical Specialists Unit

Activate the Technical Specialist Unit when a technical position or expertise, not contemplated in the IDER plan, is required for the response.

Certain incidents or events may require the use of Technical specialists, who are individuals with specialized knowledge and expertise and whose role in the response has not been previously planned for. There are no pre-determined qualifications for technical specialists; rather, they should be experts in their field of work. Examples include:

- Animal welfare
- Economic impact
- Environmental hazard assessment
- Environmental impact
- Environmental remediation
- Pharmaceutical expertise
- Plume modeling
- Public health outbreak investigation expertise
- Specific infectious disease medical expertise
- Statistics
• Disease modeling
• Financial/resource use and cost
• Geographic Information Systems (GIS)
• Industrial hygiene
• Infection control
• Laboratory expertise
• Legal
• Toxic substances
• Translation and translation review
• Vaccination evaluation
• Vector control
• Veterinary
• Wildlife

The Technical Specialist Unit is responsible for receiving requests, identifying, contacting, and fielding technical specialists. (Note: the Logistics Section is responsible for recruiting individuals with a broad array of skills to fill one of many positions required in the response. The Logistics Section does not recruit technical specialists to provide expertise on their field of knowledge.)

Methods to identify technical specialists can include:

1. Request contact information from IDER responders or other individuals who may know of individuals working in the technical specialty.
2. Request technical specialists working for city, state, or federal agencies through the EOC.
3. Ask the EOC to identify and recruit technical specialists from the public.

The Technical Specialist Unit Leader will brief Technical Specialists on the response and ensure that they have adequate work stations and tools.

Technical Specialists may function within the Plans Section or be assigned to other parts of the response. If the technical expertise will be required on a long-term basis and/or require several personnel, it may be appropriate to create a Technical Specialists Sub-Unit to provide the necessary guidance.

Functions of Technical Specialist Unit
• Receive and log requests for technical knowledge.
• Identify and maintain a contact list of technical specialists or organizations/businesses with expertise in required area.
• Coordinate technical specialist input.
• Serve as a resource for technical specialists.
• Produce Technical Specialists status updates.
• Receive and track problems with technical specialists and brief the Plans Section Chief (e.g., a particular specialist turns out not to be qualified to provide the requested advice.)

D. STAFF POSITIONS

The following positions are required for minimum staffing levels.

<table>
<thead>
<tr>
<th>Job Title</th>
<th>Task Overview</th>
<th>Critical Skills</th>
<th>Minimum No. of Employees</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Specialist Unit Leader</td>
<td>Identify and recruit technical specialists and coordinate participation.</td>
<td></td>
<td>1</td>
<td>DOC</td>
</tr>
<tr>
<td>Technical Specialist Unit Member</td>
<td>Assist in finding technical specialists and coordinating and tracking participation.</td>
<td></td>
<td></td>
<td>DOC</td>
</tr>
</tbody>
</table>
E. REPORTING

The Technical Specialist Unit Leader reports to the Plans Section Chief.

F. DELIVERABLES

The Unit is responsible for producing the following:

- Log of technical specialist requests.
- Specific technical protocols or recommendations relevant to the situation.
- Module Objectives and Update, ICS Form 202b (for each Operational Period). [Appendix A]

G. RESOURCES

The following resources will be required to perform response operations:

a. Protocols, forms, and guidelines, and MOUs

<table>
<thead>
<tr>
<th>Items</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>ICS Forms</td>
<td>Appendix A</td>
</tr>
</tbody>
</table>

b. Office and Communication Supplies

<table>
<thead>
<tr>
<th>Items</th>
<th>Units Required</th>
<th>Location or Request From</th>
</tr>
</thead>
<tbody>
<tr>
<td>Telephone</td>
<td>1</td>
<td>Logistics</td>
</tr>
<tr>
<td>Fax machine access</td>
<td>1</td>
<td>Logistics</td>
</tr>
<tr>
<td>Computer with local network, internet access</td>
<td>1+</td>
<td>Logistics</td>
</tr>
<tr>
<td>Printer access</td>
<td>1</td>
<td>Logistics</td>
</tr>
<tr>
<td>Copy machine access</td>
<td>1</td>
<td>Logistics</td>
</tr>
</tbody>
</table>

c. Advanced Practice Center (APC) / NACCHO & Other Resources

<table>
<thead>
<tr>
<th>Items</th>
<th>Description</th>
<th>Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>None at this time.</td>
<td>Check NACCHO’s Toolbox for relevant tools that may now be available.</td>
<td><a href="http://naccho.org/toolbox/">http://naccho.org/toolbox/</a></td>
</tr>
</tbody>
</table>