

**☑ Talking Points**

January 25, 2020

*This message is for Bozeman Health leadership from the Incident Command Team.*

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**Incident Command Altered Operations Transitioning into Daily Operational Management**

*Please share the following information with all of the employees in your area(s).*

**Here's what's happening...**

For nearly a year, Bozeman Health (BH) has successfully altered many operations to meet the needs of the community in response to the global pandemic and spread of SARS-CoV-2 (COVID-19) within Gallatin County. Operations were strategically altered by activating our Emergency Operations Plan (EOP) and standing up our Incident Command (IC).

Throughout our response, the Bozeman Health Executive Team delegated authority to IC to manage the planning, logistical, and operational phases of altering operations with a priority of keeping our staff, patients, and community safe and healthy. The first IC team was formed in February 2020 and has since provided management and efficiency of our pandemic response, not only within IC, but within daily Bozeman Health operations as well.

The FDA's emergency use approval of COVID-19 vaccines has brought hope and a sigh of relief that there is now a light at the end of this marathon we've all been running. As we move further into vaccine administration and more community members are immunized against COVID-19, IC has spent time reviewing the altered operations that have been implemented and received approval from the Executive Team in moving these in to daily, regular operations of the health system.

The Incident Commander role will continue to monitor on a full-time basis, the health system's needs in response to COVID-19, as well as liaise with other community ICs throughout the county and state. We are not standing down Incident Command, but rather taking the necessary next steps to ensure continuity of altered operations while keeping our IC structure in place.

Incident Command remains available to answer historic questions or provide input as a content expert, and we encourage the continued use of the [incidentcommand@bozemanhealth.org](mailto:incidentcommand@bozemanhealth.org) email.

Our System Directors will use their chain of command to their Executive Team member to affect operational change to include labor management and the determination of when to expand or decrease this particular service or procedure. All COVID-19 policies and procedures will continue to be centrally vetted through the multispecialty Incident Command team using the [established Smartsheet upload process found on MIND](#).

Incident Command will continue to have weekly meetings to review email requests and policies/procedures. System shared services—education, quality, human resources, marketing and communications, compliance, legal, finance, IT, informatics/applications—should continue to be consulted with any operational changes as appropriate.

**Here's why...**

As we continue moving through the COVID-19 vaccine administration phase of our pandemic response within Bozeman Health and the community, transitioning COVID-19 altered operations into our regular health system operations is needed as some of these become standard procedure for the health system.

**Questions or comments?** For questions, contact [incidentcommand@bozemanhealth.org](mailto:incidentcommand@bozemanhealth.org).