

NORTH  
**Dakota** Be Legendary.

Health & Human Services

Emergency Preparedness and Response  
**Resource and Asset Guide**



2023 Edition

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**Emergency Contact Info:**

HHS EPR Case Manager/DOC . . . . . (701)328-0707

North Dakota Department of Emergency Services

Duty Officer . . . . .(701)328-8100 or (701)328-9921

North Dakota State Radio . . . .(701)328-9921 or (800)472-2121

**Local Public Health Statewide Response Team (SRT) Offices:**

Bismarck-Burleigh Public Health (Bismarck) . . . . .(701)355-1540

Central Valley Health District (Jamestown) . . . . . (701)252-8130

Fargo Cass Public Health (Fargo) . . . . . (701)241-1360

First District Health Unit (Minot) . . . . .(701)852-1376

Grand Forks Public Health Department

(Grand Forks) . . . . .(701)787-8100

Lake Region District Health Unit (Devils Lake) . . . . . (701)662-7035

Southwest District Health Unit (Dickinson) . . . . . (701)483-0171

Upper Missouri District Health Unit (Williston) . . . . (701)774-6400

# Introduction

Since the events of 9/11 and the anthrax attacks that occurred shortly after, the United States government has recognized the need for coordinated emergency preparedness and response at all levels. North Dakota Department of Health & Human Services (HHS) Emergency Preparedness and Response (EPR) unit was created to help our stakeholders fill the public health and medical emergency planning and preparedness gaps within our state. The HHS maintains a cache of medical supplies and assets that are available for use during emergencies to private, public health and medical agencies of this state.

Requests for resources are made through the local public health Statewide Response Team (SRT), the HHS EPR case manager or HAN Assets

- Local resources do NOT need to be exhausted to request assets from the cache.
- A local “declaration” is NOT necessary to request assets from the cache.

These assets are available to state and local public health as well as medical responders as determined by the HHS Incident Command System.

The resources are also available by request through your County Emergency Manager. He/she will submit the request to the Department of Emergency Services, which will forward that request to the HHS for approval.

# Medical Supplies

HHS operates several warehouses for storage of the assets listed in this guide along with other supplies that may be needed. All items in the medical cache can be accessed by visiting the HAN Assets website: <http://hanassets.nd.gov>

Health and medical agencies in North Dakota can access cache supplies for emergency response, as well as for shortages of supplies due to a disruption in the normal day-to-day supply chain. Agencies are asked to replenish the cache with items of the same make and brand as the ones they received. If a Stafford Act is granted to the area affected by the emergency event, the Act may cover reimbursement for supplies.



# HAN Assets

The HAN Assets website is used to order the items you see throughout this guide as well as other supply needs. The website functions like a standard shopping website. Locate the item(s) you require, add the item(s) to your cart, complete your shipping information and submit the order. You will need to set up an account in HAN Assets to place an order. The system notifies Emergency Preparedness and Response (EPR) staff that an order has been placed. You will receive a call from our office confirming your order. Once the order has been approved, the order will be shipped and delivered from our warehouse in the agreed-upon time frame.

**Website URL:** <http://hanassets.nd.gov>

Examples of items in HAN Assets:

- Gloves
- Gowns
- Masks
- Sharps Containers
- Oxygen Concentrators
- Pharmaceuticals
- Wheelchairs
- Linens
- Generators
- Heat Wagons
- Tent Systems
- Air Conditioners



Apparel/Linen/PPE



Patient Care



Cleaning/Wrap Around



Durable Equipment



Major Assets

# Generators

HHS has several generators for use by stakeholders when emergency power is needed. Stakeholders will need to contact an electrician to determine the size generator needed and to connect our large generators to the facility.



## Generators in the State Medical Cache:

2 kW (20)

6.3 kW (10)

7.5 kW (1)

15 kW (1)

17.5 kW (12)

45 kW (1)

80 kW (1)

100 kW (1)

625 kW (1)



# Electrical Distribution System

The electrical distribution system is a portable system that provides an efficient way to supply power to assets in the field or power facilities that have lost their commercial electrical power. The system consists of several transformers, electrical panels and power supply boxes. The system supports the efficiency of mobile generators as a power source or receives electrical power from a power grid that can be disbursed over a larger field setting. The system is scalable to the event/scene. When requested, you will receive a call from our office to review your order and confirm that you are getting the pieces of this system necessary to support your situation. Installation of this system requires an electrician.



# Heating and AC Units

HHS has several options available to assist with a range of heating and air conditioning needs. The units vary in size to accommodate the scope of the emergency or the size of the location in need.

Heating Units in the State Medical Cache:

- 40 Space Heaters – 5100 BTU
- 7 Heat wagons – 200000-300000 BTU
- 2 Glycol Heating Units – 800,000 BTU



Air Conditioning Units in the State Medical Cache:

- 48 Room size AC Units
- 7 5 ton AC Units
- 4 25 ton AC Units



# Cold Chain Support

HHS has extensive cold chain support capabilities. HHS can manufacture dry ice at the warehouse and transport it to locations utilizing insulated containers to be utilized in multiple ways.

HHS also has coolers of multiple sizes, transportable refrigerators and freezers, certified shipping containers and data loggers.



Contact the DOC at 328-0707 if you need assistance with cold chain management.

# Wrap Around Services

During emergencies that involve assistance from numerous health professionals and volunteers, HHS is able to provide wrap-around services for those individuals while working the event. Wrap-around assets include beds and linens, portable showers and bathroom facilities and portable kitchen assets including convection ovens, warmers, microwave ovens, refrigerated space, coffee makers and the necessary utensils to accompany those assets. If a building or indoor space does not exist for this setup, HHS can set these services up in a tent from the cache.



During the Dakota Access Pipeline protests in North Dakota in 2016-17, the HHS DOC served over 60,000 meals with these portable kitchen assets.

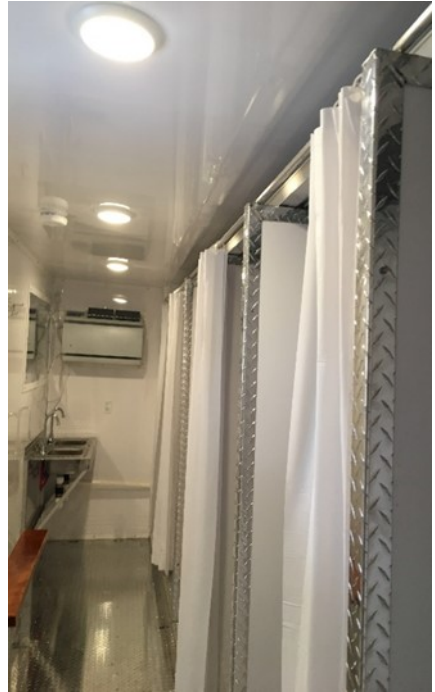


# Decontamination Trailer

The Medical Cache includes a compact, three-lane mobile decontamination trailer designed for mass casualty decontamination response. This 26-foot trailer manages chemical, biological, radiological, nuclear (CBRN), mass fatality and hazmat incident needs. The trailer can be ready on site in just 15 minutes from arrival time, ready to decontaminate all ambulatory and non-ambulatory patients carefully and effectively. The unit's power requirements are a three-phase, 240-volt, 100-amp power unit that accompanies the trailer.



The trailer is comprised of two lanes with three individual decontamination stalls in each lane for ambulatory patients to undress, shower/rinse, dry and redress.



There is one large, assisted decontamination chamber with a roller system that accommodates non-ambulatory patients, families and responders.

# Vulnerable Population Shelters

The State Medical Cache contains supplies needed to set up a shelter for assistance to North Dakota's vulnerable populations. There are seven vulnerable population shelter trailers containing five shelter kits that are pre-deployed with 100 beds each in Williston, Minot, Devils Lake, Grand Forks, Fargo, Jamestown and Dickinson. If more beds are needed, you can order multiple vulnerable population shelter kits to achieve the anticipated number of beds. Each shelter kit comes with enough beds, linens and supplies to support 20 beds for one week. There are approximately 1,700 beds total in the cache for these shelters.

The shelter kits can be used in an existing facility or can be set up in a tent system. The supplies come in a 53' semi-trailer. If a semi-loading dock is not available at your site, a forklift should be available to assist with unloading. If a forklift is not available, HHS can bring a forklift to the site with the supplies.

Examples of shelter kit items:

- Linens
- Bariatric Beds
- Laundry Bags
- Commodes
- Diapers
- Oxygen Supplies
- Patient Gowns
- Exam Gloves
- Blood Pressure Cuffs
- Syringes
- Bandages
- Nurse's Stations





# Advanced Life Support Kits

HHS has ten Advanced Life Support (ALS) kits available to assist with triage and stabilization on the scene of an emergency or mass casualty event. These ALS kits can also surge into a supplemental ER if a hospital is in need. There are four pre-deployed ALS kits in Dickinson, Williston, Grand Forks and Fargo.

Much like the vulnerable population shelter kits, the materials in the ALS kits can be utilized in an existing structure or can be set up in one of the tents in the medical cache. The kits come with enough supplies for eight beds but can surge to sixteen beds with an additional pediatric bed and critical care bed if necessary.

Examples of ALS kit items:

- Cots with Linen
- Hygiene and Cleaning Products
- Monitoring Equipment
- Laryngoscopes
- Endotracheal Tubes
- Ambu Bags
- Suction Devices
- Oxygen
- AED Supplies
- Exam Gloves
- Gowns
- Gloves
- Trauma Bandages
- Splints
- Suture kits
- IV Supplies
- Central Line Supplies
- Other Traumatic Injury Supplies



# Mobile Medical Unit (MMU)

The Mobile Medical Unit is an 8 -16 bed mobile emergency room. The unit consists of a semi-tractor, a 53' semi-trailer and a 100KW generator. Additional trailers carrying extra supplies accompany this asset into the field. The MMU can be delivered to the field in as little time as it takes to drive from its home location of Bismarck. EPR staff will deliver the unit to the location specified. This location should be as level as possible and approximately 115 ft x 58 ft. EPR staff will also set it up and stay with the vehicle to assure satisfactory operations. With six staff, set up takes approximately two and a half hours.

The MMU is best utilized as an emergency room surge for a hospital. However, it can also operate as a mobile clinic. It arrives with its own oxygen and suction, limited laboratory capacity, heating, A/C, communications and IT services. The necessary staff to work in the MMU can be provided through HHS's medical professional coordination program.

Total Vehicle Length	73 ft
Total Vehicle Weight	80,000 lbs
Bed Capacity	8 (surge to 16)
Working Area	1,000 sq ft
Initial Supplies - Operation Period	72 hours



# Mobile First Aid Station

Along with other mobile medical assets, HHS has two Mobile First Aid Stations in 32-foot enclosed, bumper-hitch trailers. Each trailer is equipped with AC and has two medical stations for simple first-aid support. While the mission of the first aid stations is for emergency events, we are also able to provide first aid support for non-emergency events.



If necessary, we will provide personnel when the trailer is requested. However, we prefer that the entity making the request have first aid personnel available to provide services when the trailer arrives.



# Ambulances

The HHS has three fully stocked ambulances that can be used in the field when needed. The ambulances are used by HHS emergency medical staff for missions such as decompressing medical facilities. Normal channels dictate the use of local or regional ambulance services for emergency medical missions. Therefore, the HHS ambulance fleet is used **only** when no other ambulance services have units available.



The ambulance fleet may also be used as loaners to ambulance services that may be in immediate, temporary need of an ambulance due to an accident or breakdown. ALS/BLS ambulance services will need to use their own staff and medication and must replace any disposable items used during the time the HHS ambulances are deployed to their service.



# Ambulance Buses

HHS has access to two permanently configured Ambuses. There is one stationed in Fargo and the other is stationed in Bismarck. Both of those vehicles can transport up to 16 patients on stretchers in a single trip.



# Bus Conversion Kits

In addition to the ambulances and Ambuses, there are several other options for transporting patients during an emergency in North Dakota. HHS has contracts with existing Emergency Medical Services (EMS) for ambulances and with long term care facilities for wheelchair coaches. These contracts provide reimbursement for services if those services are requested by the Incident Commander. In addition, the State Medical Cache has six wheelchair coaches that can transport 8-12 ambulatory patients or 3-4 wheelchair-bound patients.



Through contracts with large bus companies, HHS is able to convert school buses into wheelchair and stretcher transportation vehicles with medical supplies and oxygen during an emergency event. In addition, the State Medical Cache has seven school buses permanently converted for this use, one of which has been pre-deployed to Devils Lake.



HHS has 22 Bus Conversion Kits in the Medical Cache.

There are 16 wheelchair kits that can transport 10-12 patients each.



There are 6 stretcher kits that can transport 18 patients each.

# Semi-Tractor and Emergency Response Trailers

HHS has 53' enclosed semi-trailers and a semi-tractor to assist with the transportation of the state medical assets. There are currently nineteen dry van trailers and two refrigerated trailers in the medical cache. The emergency response trailers are used to distribute large amounts of medical cache supplies to the site of an emergency event.

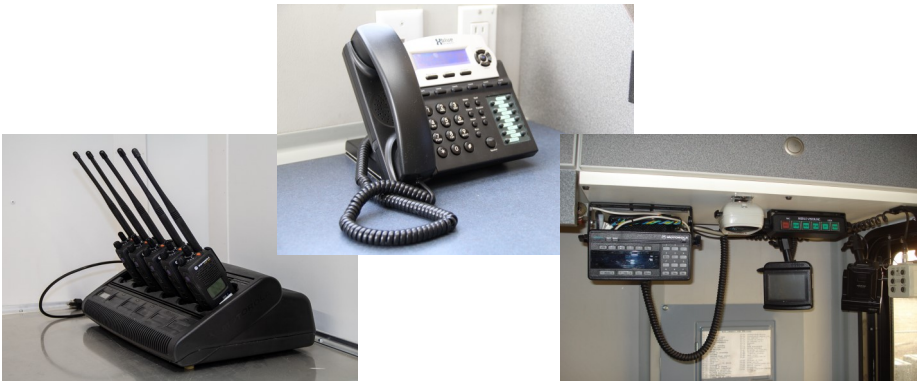
There are dry van trailers in the seven most populated cities in the state that contain the previously mentioned pre-deployed vulnerable population shelter kits along with oxygen, PPE and evacuation equipment. The four in Dickinson, Williston, Grand Forks and Fargo also contain the previously mentioned pre-deployed ALS kits. The Statewide Response Team at the local public health units in each of the seven cities above has access to the trailers.

- Five - Vulnerable Population Shelter Kits
- Backboards
- Exam Gloves
- Evacuation Chairs
- Isolation Gowns
- Bariatric Beds
- Oxygen K Cylinders
- Stretchers
- N-95 Masks
- ParaSlyde Evac Devices
- Wheelchairs
- Toddler Cots and Linens



# Incident Command Truck(s)

HHS has two trucks that can be used in the field for Incident Command purposes. The trucks are self-sufficient in a field environment. They are outfitted with communications, heat, A/C, refrigeration and a bathroom. The trucks can be requested separately or together. A variety of communications equipment can be requested from the State Medical Cache to accompany the vehicles, such as radios, cellular phones, cellular hot spots, tablets and laptops.





# Tactical Communications

The HHS cache contains tactical communications equipment. Detailed instructions or onsite training by a member of our staff are provided. From a simple cell phone to our enclosed, self-sufficient 30' bumper-pull trailer, HHS has redundant forms of technology that can be used during any event—even when power and the Internet are not available.

Portable communication kits can be developed with laptops, cell phones, satellite hookups and other communication devices like portable AM radios able to broadcast live or prerecorded messages to listeners within a 5-10 mile radius.





**EMERGENCY PUBLIC  
HEALTH INFO**  
TUNE RADIO TO  
**1620 AM**

HHS also has a mobile Satellite on Wheels (SOW) with satellite internet service and cell phone signal-boosting capabilities. The Satellite on Wheels is designed to operate in extreme weather, including very high winds, and runs with a 2500-Watt propane generator. When bundled with our high-performance satellite service, the SOW can provide 5Mbps x 2Mbps internet speeds.



# Department Operations Center

Operating under the umbrella of the State Emergency Operations Center (SEOC), HHS staffs a Department Operations Center (DOC) to manage emergency events that have health and medical components. The two centers are connected through the WebEOC communications platform so requests and local information specific for the event can be shared from the SEOC to the DOC or vice versa.

HHS personnel have undergone NIMS (National Incident Management System) training. The DOC contains 50 individual working stations, including space for outside response partners.

Systems used in the DOC include HC Standard, WebEOC, HAN Assets, HAN Document Library, state-wide videoconferencing system, and an intranet television network that receives data and information specific to the event at each individual working station in the DOC.

To contact the HHS Department Operations Center  
(24/7/365) dial 701-328-0707.





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