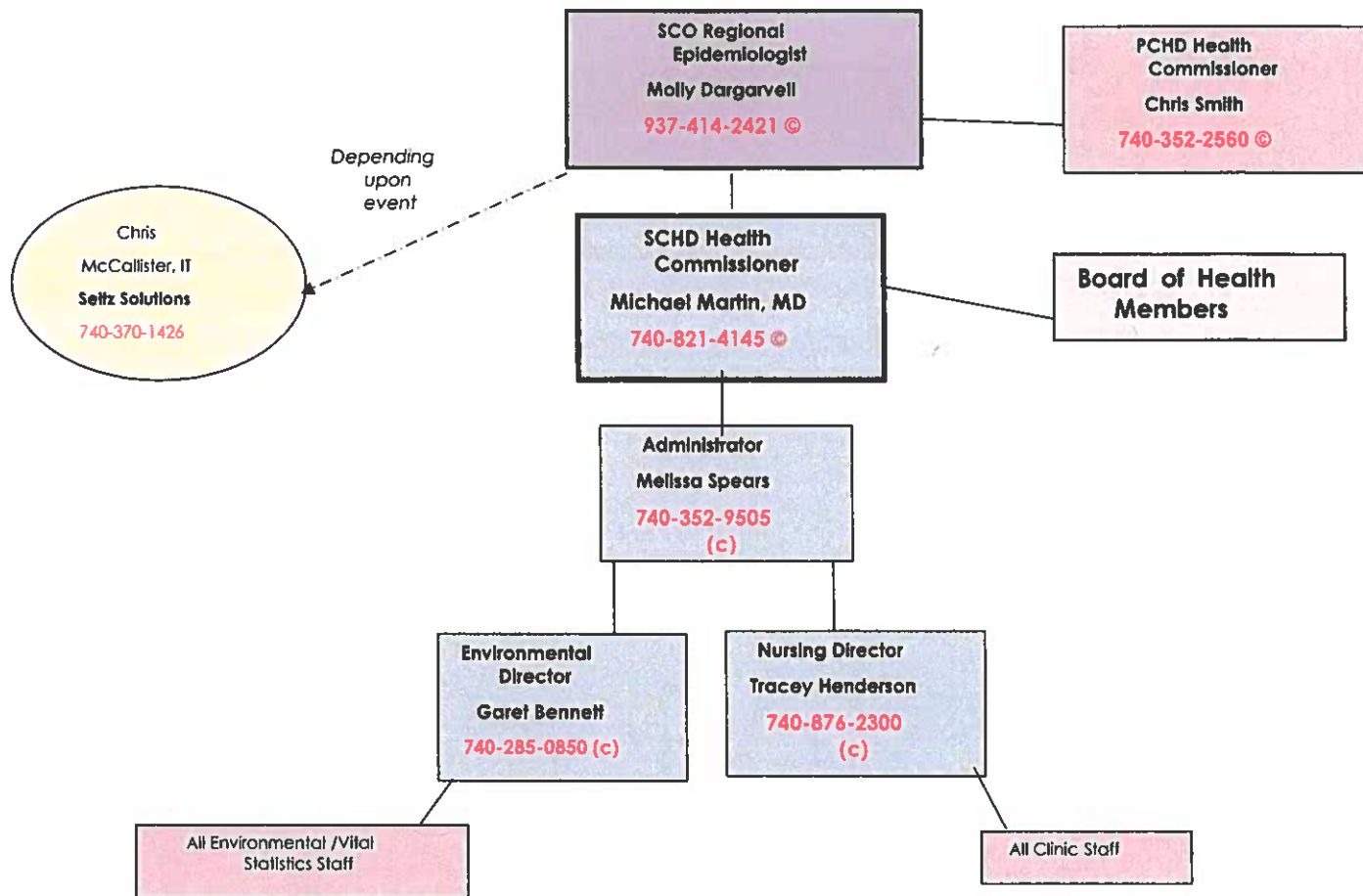


## II: Communications: Incident Notification & Staff Call-Down



**Please keep this with you.** Once the phone tree call-down is started, please call the persons that are in your departments and relay the message. If unable to reach that person, leave a voice message if available, then call next person in your department until you are able to reach everyone. **Document call on call log provided.** Call Health Commissioner when you have reached the final person called in your department. Call logs should be returned to Emergency Planner at end of the event.  
 Rev. 06/22

## II: Communications: Incident Notification & Staff Call-Down

STAFF MEMBER	CELL PHONE NUMBER
Maloney, Traci	(740) 285-4541
Terry, Leah	(740) 352-7858
Elswick, Zach	(740) 727-3743
Gustin, Amber	(740) 285-6966
Patrick, Vickie	(740) 727-1558
McLaughlin, Kristyn	(740) 352-0145
Dever, Arlene	(740) 352-4409
McCoy, Pam	(740) 285-0852

**INCIDENT NOTIFICATION STAFF CALL-DOWN CALL LOG**

NAME	CONTACT NUMBER	NOTIFIED	NOT NOTIFIED