

# Supported Specialty WebEOC Boards

## Corrective Tracking Board (Version 1.0x) Incident Based

**Description:** This board tracks corrective action items with assigned agencies.

**Views:** There are three list views for this board—one for users with view only capability, the second for users who have privileges to create corrective action records, and the third for updating the actions taken against an assigned action. The designated users will have an input view. Appropriate edit views are provided.

**List View –** This view lists all corrective action items. The addition or function of buttons varies depending on the access level granted.

Title	Date CAR/IP Finalized	Primary Agency	Capability Element	Corrective Action Start Date	Anticipated Corrective Action Completion Date	Target Capability	Corrective Action	Progress	Status	View Details
Position Guides	12/31/1899	OEM	Training	09/11/2011	12/31/1899	Emergency Operations Center Management			Not Started	Edit View

### Default Features

- Sort capability on all fields except Corrective Action and Progress fields by clicking on the corresponding column header/field title.
- Data filtering by the status value using the filter buttons provided in the header.
- *View* button to access additional details.
- *Edit* button to modify the corrective action information. This button is visible only if you have been granted privileges to edit.
- Status background colors for easy identification of a record's status.
- New record creation by clicking the *New Entry* button. This button is only visible on the full access list view.

### Variation: Field/Layout Change

This version, deployed to City of Fairfax, modified field titles and removed others:

- Removed Date CAR/IP Finalized
- Renamed Corrective Action to Task
- Removed Capability Element
- Removed Corrective Action Start Date
- Added Recommendations field

Exercise/Event Title	Task	Recommendations	Improvement Actions	Responsible Party/Agency	Anticipated Completion Date	Completion Date	Status	View Details
Position Guides	test	Suggested Change here		OEM			Not Started	Edit View

# Supported Specialty WebEOC Boards

## Variation: Another Field/Layout Change

This version, deployed to Prince William County, modified the titles and removed some.

- Added Supporting Agency
- Removed Corrective Action Start Date
- Changed CAR/IP Finalized to Date AAR Finalized
- Added Primary POC
- Added Capability Element
- Removed Target Capability

Training - 2012										
PWC Corrective Action Tracking										
New Entry		Filter By: <span>Show All</span> <span>Completed</span> <span>In Progress</span> <span>Not Started</span> <span>No Action Required</span>								
Title	Date AAR Finalized	Primary Agency	Primary POC	Supporting Agency	Capability Element	Anticipated Corrective Action Completion Date	Corrective Action	Progress	Status	View Details
Title 2	03/07/2012	Andrea Miller	John	PWC Temp User	Training	03/08/2012	Nothing now		In Progress	Edit View
Title 1		Joan E. Koss		Andrea Miller					Completed	Edit View

## Variation: Incident Independent version with reduced fields displayed on the list view

This version, deployed to Fairfax County and Loudoun County, is a revision to their original board. This board:

- Is incident independent
- Includes a Calendar Year field.
- The list view is streamlined to exclude prior fields that were displayed.
- Incorporates additional filters and changed the filters to drop down selections vs. several buttons.

Training - 2015 Corrective Action Program Information											
FFX Corrective Action Tracking											
New Entry		Filter By									
		Search		Clear Search		Primary Agency: All		Status: All		AAR Type: All	
										Calendar Year: All	
AAR Title	Calendar Year	Corrective Action				Primary Agency	Primary POC	End Date	Status	Last Updated	Actions
Admin Email Test 3	2014	test corr act				Cable and Consumer Services	Josh		Unable to Complete	12/11/2014 11:0:0	Edit View
Admin Email Test 2	2014	test corr act				Board of Supervisors	Josh Moore		Unable to Complete	12/11/2014 10:38:51	Edit View

# Supported Specialty WebEOC Boards

## Variation: Another Field/Layout Change

This version, deployed to Loudoun County, has been renamed Improvement Plan and has modified the titles and removed some fields.

- Added Record ID, Type and ESF
- Removed Corrective Action Start Date, CAR/IP Finalized, Primary Agency, Capability Element, Target Capability, Corrective Action

Record ID	Title	Type	Status	ESF	Estimated Completion Date	Actions
26	test		Unable to Complete		10/08/2016	<a href="#">Edit</a> <a href="#">Details</a>
45	test		Pending Validation		02/01/2016	<a href="#">Edit</a> <a href="#">Details</a>
61	This is a Recommendation	Incident	Pending Validation	ESF6 – Mass Care	06/01/2019	<a href="#">Edit</a> <a href="#">Details</a>
43	test	Other	In Progress	ESF5 – Emergency Management	07/30/2016	<a href="#">Edit</a> <a href="#">Details</a>
46	test		Pending Validation		05/29/2016	<a href="#">Edit</a> <a href="#">Details</a>
39	Joan's test	Exercise	Waiting	ESF4 – Firefighting	04/14/2016	<a href="#">Edit</a> <a href="#">Details</a>
29	Plan B	Other	In Progress	ESF12 – Energy	06/03/2016	<a href="#">Edit</a> <a href="#">Details</a>

## Variation: Field/Layout Change

This version, deployed to City of Manassas, also goes by “Improvement Plan” and has modified titles and removed fields

- Removed the Record ID field
- Renamed Title to AAR Title
- Added Calendar Year
- Changed Type to Task
- Added Primary Agency and Primary Point of Contact fields

Training - 2018									
MAN Improvement Plan									
AAR Title	Type	Calendar Year	Task	Primary Agency	Primary Point of Contact	Estimated Completion Date	Status	Last Updated	Action
test title				Police		09/28/2017			<a href="#">QDetails</a>
A test title	Event	2011		Fire and EMS		09/28/2017	Completed		<a href="#">QDetails</a>
Test				Public Schools					<a href="#">QDetails</a>
Test Title	Incident			Community Development		09/28/2017	In progress		<a href="#">QDetails</a>
Testing				Volunteer Prince William					<a href="#">QDetails</a>
Test	Event	2017	Drill	Airport	Bob	09/28/2017	Assigned	09/22/2017	<a href="#">QDetails</a>
A test record	Event	2015		Community Development					<a href="#">QDetails</a>
									<a href="#">QDetails</a>
									<a href="#">QDetails</a>
									<a href="#">QDetails</a>
									<a href="#">QDetails</a>
									<a href="#">QDetails</a>
									<a href="#">QDetails</a>
									<a href="#">QDetails</a>
									<a href="#">QDetails</a>

# Supported Specialty WebEOC Boards

**Input (Edit) Corrective Actions/Improvement Plan View** – This view is for users to enter/update corrective action information or an improvement plan item. A separate edit view is available for providing updates on progress and status of a Corrective Action.

The screenshot shows a web form titled "Corrective Action Report/Improvement Plan Data". The form is organized into several sections:

- Title:** A text input field.
- Date CAR/IP Finalized:** A date picker field.
- Primary Agency:** A dropdown menu.
- Supporting Agency:** A dropdown menu.
- Corrective Action Start Date:** A date input field.
- Confirmation Date:** A date input field.
- Target Capability:** A dropdown menu.
- Capability Elements:** A dropdown menu.
- Observation:** A large text area for recording observations.
- Corrective Action:** A large text area for recording corrective action details.

## Default Features

- Drop down lists to maintain data consistency
- *Spell Check* button to ensure correct spelling
- Text area fields for recording observations and corrective action details.
- Date/Time picker code to facilitate proper date format.

# Supported Specialty WebEOC Boards

## Variation: Field Changes

This version, deployed to City of Fairfax, modified field titles and removed others:

- Removed Date CAR/IP Finalized, Capability Elements, Corrective Action Start Date and Confirmation Date.
- Renamed Observation to Task
- Changed Corrective Action to Recommendations

The screenshot shows a web form titled "Corrective Action Report/Improvement Plan Data". The form has a blue header bar. Below the header, there are several input fields: "Exercise/Event Title" (text input), "Completion Date" (calendar icon), "Responsible Party/Agency" (dropdown menu), "Supporting Agency" (dropdown menu), and "Target Capability" (dropdown menu). Below these is a large text area labeled "Task". At the bottom of the form is another large text area labeled "Recommendations".

## Variation: Field Changes

The revised version deployed to Fairfax County, add the following fields/features

- Added AAR Type with a dropdown selection list, Calendar Year, ability to check a box to send an email to the POC, and Instructions textarea.
- Renamed Confirmation Date to Validation Date
- Renamed Target Capability to Core Capability
- Added update code to the Correction Action text area.

The screenshot shows a more complex web form titled "Corrective Action Report/Improvement Plan Data". At the top, there are buttons for "Save", "Cancel", and "Spell Check". The form includes: "AAR Title" (text input with "Admin Email Test 3"), "AAR Type" (dropdown menu with "Exercise"), and "Send Email to POC" (checkbox). Below are "Date AAR/IP Finalized" (calendar icon with "12/12/2014") and "Calendar Year" (dropdown menu with "2014"). "Primary Agency" and "Supporting Agency" are dropdown menus both set to "Cable and Consumer Services". "Corrective Action Start Date" (calendar icon) and "Validation Date" (calendar icon) are present. "Core Capability" is a dropdown menu set to "4. Forensics and Attribution", and "Capability Elements" is a dropdown menu set to "Organization and Leadership". There is a "test" text area. "Observation" is a large text area. "Corrective Action" is a text area containing "test corr act". "Corrective Action Update" is a large text area. "Instructions" is a text area with the placeholder text "Provide instructions to be emailed to the POC."

# Supported Specialty WebEOC Boards

## Variation: Field Changes

The revised version deployed to Loudoun County, add the following fields/features

- Added AAR Type with a dropdown selection list,
- Renamed Target Capability to Core Capability
- Removed CAR/IP Finalized
- Added ESF
- Added Primary contact, phone and email.

The screenshot displays a web form titled "After Action Report/Improvement Plan Data". The form contains the following fields and controls:

- Title:** Text input field containing "test".
- AAR:** Dropdown menu.
- Corrective Action Date:** Date input field containing "05/19/2016".
- ESF:** Dropdown menu.
- Primary Contact:** Text input field containing "test".
- Primary Phone:** Text input field containing "test".
- Observation:** Large text area containing "test".
- Corrective Action:** Large text area containing "test".
- Core Capability:** Dropdown menu.
- Capability Elements:** Dropdown menu.
- Estimated Completion Date:** Date input field containing "05/29/2016".
- Notes:** A light blue highlighted area containing the text "Updated by Josh Moore - WebEOC Admin at 09:48:03 on 5/18/2016".
- Add Notes:** Large text area for additional notes.
- Type:** Dropdown menu.
- Status:** Dropdown menu containing "Pending Validation".
- Primary E-Mail:** Text input field.

# Supported Specialty WebEOC Boards

## Variaton: Field Changes

The revised version deployed to City of Manassas, added the following fields/features:

- Added Calendar Year, Task Primary Agency (with dropdown selection), Primary Agency, Progress Update and Last Updated fields

The screenshot shows a web form titled "Enter Record Data". The form contains the following fields and controls:

- AAR Title:** Text input field with "test title" entered.
- AAR Type:** Dropdown menu.
- Calendar Year:** Text input field.
- Task:** Text input field.
- Primary Agency:** Dropdown menu with "Police" selected.
- Primary Point of Contact:** Text input field.
- Primary Phone:** Text input field.
- Primary Email:** Text input field with "christian.thomas@fairfaxcounty.gov" entered.
- Estimated Completion Date:** Date input field with "09/28/2017" and a "Current Date" button.
- Current:** Dropdown menu.
- Progress Update:** Text area.
- Last Updated:** Date input field with a "Current Date" button.
- Notes:** A horizontal cyan bar.
- Add Notes:** Text area.

At the bottom of the form, there are "Cancel" and "Save" buttons.

# Supported Specialty WebEOC Boards

**Input (Edit) Corrective Action Detail** – This view is for users to enter/update corrective action information. A separate edit view is available for creating the improvement plan section.

Corrective Action Report/Improvement Plan Data		
Title:	Position Guides	
Date CAR/Improvement Plan Initialized:	12/31/1899	
Primary Agency:	OEM Office of Emergency Management	
Supporting Agency:	OPA Office of Public Affairs	
Corrective Action Start Date:	09/11/2011	Anticipated Completion Date: 12/31/1899
		Confirmation Date: 12/31/1899
Target Capability:	Emergency Operations Center Management	
Capability Element:	Training	
Observation:		
Corrective Action:		
Corrective Action Details 1		
Current Status:	Not Started	
Primary POC:	<input type="text"/>	POC Phone: <input type="text"/>
POC Email Address:	<input type="text"/>	
Progress:	<input type="text"/>	
Progress Update:	<input type="text"/>	
Notes:	<input type="text"/>	
Notes Update:	<input type="text"/>	
<input type="button" value="Save"/> <input type="button" value="Cancel"/> <input type="button" value="Spell Check"/>		

## Default Features

- Drop down lists to maintain data consistency
- *Spell Check* button to ensure correct spelling
- Test area fields for recording observations and corrective action details.
- Progress and Notes fields that use update code to maintain past entry information while placing updates at the top of the text area in addition to text that indicates who updated the information and when.

## Variations: Progress versus Improvement Actions

This view was modified for City of Fairfax to change the Progress field label to read Improvement Actions.

## Variations: Additional Field – Anticipated Completion Date

This view was modified for Prince William County to add the Anticipated Completion Date field.

## Variations: Another group of Field Changes

This version, deployed to Prince William County, removed the Confirmation Date



# Supported Specialty WebEOC Boards

## **Variations: Added Reason dropdown field**

This revised version, deployed to Fairfax County, added a dropdown selection field for Reason.

## **Variation: Removed and added fields**

This version for Loudoun County added and removed several fields. The current list of fields are:

- Title
- Type (dropdown selection)
- AAR (dropdown selection)
- Corrective Action Date
- ESF (dropdown selection)
- Primary Contact
- Primary E-mail
- Primary Phone
- Observation
- Corrective Action
- Core Capability (dropdown selection)
- Capability Elements (dropdown selection)
- Estimated Completion Date (date/time picker)
- Notes