

Meeting Minutes



Training Council Meeting

The training Council meeting was held July 30, 2015 from 1:00 PM – 3:00 PM at the Ohio Emergency Management Agency (OEMA) in room 120. A with conference call line / Go-to-Meeting link was available for those who could not attend in person.

In Attendance: David Nunley (OEMA), Susan Traylor (OEMA), Chasity Schmelzenbach (Noble EMA), Gary Mellor (Holmes EMA), Mark Rafeld (Ashland EMA), Helen Norris (Logan EMA), Rita Spicer (Perry EMA), Dan Green (OEMA), Serena Steele (Cuyahoga EMA), Justin Bechtel (Cuyahoga), Mike Bunner (Warren), Brad Gilbert (Wood EMA), Lisa Heyman (Sandusky), Donald McDonald (Stark), Gerry Beckner (Guernsey)

The meeting started with welcome by David Nunley, Ohio EMA & Chasity Schmelzenbach, EMAO. The Emergency Management Association of Ohio (EMA of OHIO) selected Mark Rafeld to serve as Chasity Schmelzenbach's back-up to the training Council. Chasity welcomed everyone to the meeting and expressed her pleasure to work with David and the Training Council as the group endeavors to make training more valuable and viable for Ohio's Emergency Management community.

The purpose of today's meeting was to establish goals to empower and move the Training Council forward in a united direction. After identifying goals and sub-committees to expound on them; the council will then move forward to identify subcommittee members and implement changes to enhance training.

The council began the discussion by viewing, considering and discussing a list of proposed goals:

- Coordinate THIRA gaps and findings into the training plan and courses offered for the state.
- Review and evaluation of FEMA courses to determine applicability to Ohio and where shortfalls were found, work together to add material to make it appropriate / accurate to reflect the processes in Ohio.
- Provide input into the process for accrediting instructors to ensure that the counties are provided with the best instructors available.
- Development of a state wide calendar of trainings and exercises
- Annual review of the Training Plan and Catalog
- Formalize and professionalize the Emergency Managers' development.
- Revisiting the OSCAR concept
- Enhancement of the TEPW (regionalization and increased participation)
- Develop an EMA mentorship program for new directors

THIRA Gaps: The council identified that this is not typically accomplished. We need to work to identify and prioritize training that will help fill the gaps. During the discussion it was brought out that the THIRA is a state and urban legacy. We must not forget about the counties. We can easily leave the counties out by getting too rigidly tied to the THIRA to the exclusion of everything else.

Review FEMA Courses: We need to develop a committee to review the FEMA G-courses to ensure they are relevant to our jurisdictions and constituents and determine how we can make them more relevant i.e. change scenarios from wild fire to flash flooding using real Ohio examples. This committee can also provide support for the instructors through instructor development and annual

development day. Reviewing curriculum also identifies training gaps where additional contract courses or Ohio developed instruction may be needed. Example: Creating an Ohio Functional Needs course to provide the instruction needed due to the slow implementation of the EMI course.

Accrediting Instructors: A committee is needed to improve instructor accreditation. To ensure our learners are provided with the best instructors available it is recommended the committee develop a process for systematically reviewing instructor applicants, reviewing their applications and certifying applicants as State Trainers.

Develop a State-wide training and Exercise Calendar. This will be discussed in further detail at a later date as the regionalization concept takes place. Currently there is a training calendar on the Ohio EMA website.

Enhancement of the TEPW (regionalization and increased participation): The TEPW needs to be a requirement. We need more involvement and for people to realize the value that is gained by completing it. The discussion revolved around how what we (the Training committee) can do to help the counties benefit from the TEPW. The hurdles to overcome including input from the counties, funding and credibility.

Formalize and Professionalize Emergency Managers Development with a mentorship program: This is needed to assist both new and experienced emergency managers. Part of this is met through the Intro Course and EMAOs mentoring program. It was decided that EMAO will continue to be the lead on the mentorship of new EMA directors.

The current EMAO led Education Committee is working to establish a state EM Accreditation Program that is cost efficient while providing a standard measuring tool. The outstanding questions are how best to proceed and determine what the measuring tool will be. The biggest goal is to formalize and standardize the program.

Revisiting OSCAR: This needs to be a stepped approach with identified milestones. Taking OSCAR and EMAC to create a new Ohio program to assist counties understand where they are in evaluating their plans and determining how they stand and to determine where they need to go. Begin with the end state in mind and work backward to develop an achievable plan.

Now that the needs for committees are identified it should be determined how the committees will function and solicit volunteers to serve on them.

There will be two separate notification groups. A smaller group that consists of those persons who sit on the committee and a second larger group that will just receive minutes and other updates from the smaller group.

FUTURE MEETINGS

For now the Training Council will meet the 4th Thursday each month with no December meeting. Eventually the meetings may become every other month. Once established the committees will determine the frequency they will need to meet.

The meeting concluded by setting the dates for meeting as August 27 (1:00 – 3:00), September 24 (1:00 – 3:00) via teleconference with a Go-to Meeting possible and October 22nd (1:00 – 3:00).

The focus of the next Training committee meeting will be to set the group's "Mission". The group will also discuss who should be included on the training council.