Ohio EMA 2014-2015 Training Plan & Catalog

July 1, 2014

OHIO DEPARTMENT OF PUBLIC SAFETY
SAFETY · SERVICE · PROTECTION

John R. Kasich, Governor
John Born, Director

Bureau of Motor Vehicles
Emergency Management Agency
Emergency Medical Services
Office of Criminal Justice Services
Ohio Homeland Security
Ohio Investigative Unit
Ohio State Highway Patrol

Nancy J. Dragani
Executive Director

Emergency Management Agency
2855 West Dublin-Granville Road
Columbus, Ohio 43235-2206
(614) 889-7150
www.ema.ohio.gov

DATE: July 1, 2014

TO: All EMA Staff
All County Directors

FROM: Nancy J. Dragani, Executive Director

SUBJECT: **Training Catalog for July 1, 2014 - June 30, 2015**

I am pleased to present the Ohio Emergency Management Agency Training Plan and Catalog for July 1, 2014 through June 30, 2015.

It is important to emphasize of training and professional development. The better we are trained, the better we can serve the citizens of the state of Ohio. I encourage each of you to take advantage of our courses as a means to broaden your knowledge base or refresh seldom used or practiced skills.

The Ohio EMA Training and Exercise Section coordinates and conducts the Ohio Emergency Management and Homeland Security Training and Exercise programs. Our audience includes local and local emergency management professionals, first responders, volunteer organizations, private organizations and other partners that are focused on keeping Ohio safe from all hazards, natural or man-made. We also coordinate with other federal and state training providers and are the State Administrative Agency (SAA) point of contact for other training resources.

If you have any questions concerning any of the course offerings, have unmet training needs or suggestions about how we can make our training program better, please contact the training section at the Ohio Emergency Management Agency (614) 779-3677.

NJD

Mission Statement

"To coordinate activities to mitigate, prepare for, respond to, and recover from disasters."

Ohio Emergency Management Agency
2014 - 2015 Training Catalog

VISION STATEMENT:
A safer future through effective partnerships committed to saving lives and reducing the impact of disasters.

Established under Chapter 5502 of the Ohio Revised Code, the Ohio Emergency Management Agency (Ohio EMA) is the central point of coordination within the state for disaster response and recovery. More specifically, the ORC designates the executive director of the Ohio EMA as the state coordinator during emergency response and stipulates that he/she "shall coordinate all activities of all agencies for emergency management within the state; shall maintain liaison with similar agencies for emergency management within the state; shall maintain liaison with similar agencies of other states and of the federal government; shall cooperate with those agencies subject to the approval of the governor; and shall develop a statewide emergency operations plan that shall meet any applicable federal requirements for such plans."

Effective emergency management systems are a tiered effort. When an emergency exceeds the capacity of local government, they request the assistance of the state through the State of Ohio Emergency Operations Center, maintained and operated by Ohio EMA, and staffed by state agencies and non-governmental organizations. If an emergency response exceeds the capacity of the state, the governor requests assistance from the president through the Federal Emergency Management Agency (FEMA).

The primary focus of the agency, when not in response or recovery mode, is to ensure the state and the nearly 12 million citizens residing in it, are prepared to respond to an emergency or disaster and to lead mitigation efforts against the effects of future disasters. Those preparedness activities include education, training, planning, exercising and improving communications to ensure Ohio's readiness to respond to future emergencies and disasters.

The Ohio Emergency Management Agency has conducted operations from the State Emergency Operations Center/Joint Dispatch Facility, located at 2855 West Dublin Granville Road in Columbus since October 1994.

Ohio Emergency Management Agency
2014-2015 Training Plan & Catalog

Table of Contents

GENERAL 4
ELIGIBILITY 4
REGISTRATION AND ACCEPTANCE 4
COURSE COST 4
CLASS CANCELLATION POLICY 4
STUDENT CANCELLATION AND NO-SHOW POLICY 5
Registration Cancellation 5
Student No Show 5
ATTENDANCE AND CONDUCT 5
Student Conduct and Dress 5
Attendance Policy 5
Academic Honesty 5
CERTIFICATES 6
Course Completion 6
Accepted Certificates 6
CLASSROOM POLICY 6
Food in Classrooms 6
Tobacco Use in Classrooms 6
Cell Phone and Electronic Devise use in Classrooms 6
LODGING POLICY 6
TRAINING RECORDS AND TRANSCRIPTS 7
COUNTY DIRECTOR TRAINING REQUIREMENTS 7
TRAINING REQUEST POLICY 7
INSTRUCTOR CERTIFICATION POLICY 8
AVAILABLE COURSES 8
OHIO EMA TRAINING PARTNERS 9
FEMA Emergency Management Institute (Emmitsburg Maryland) 9
Emergency Management Professional Program (EMPP) 9
Department of Homeland Security (DHS) Consortium Trainings 9
National Domestic Preparedness Consortium (NDPC) 9
Rural Domestic Preparedness Consortium (RDPC) 9
APPENDIX A: DETAILED COURSE DESCRIPTIONS 12
APPENDIX B: RECOMMENDED CURRICULUM 23
APPENDIX C: COURSE EVALUATION FORM 24
APPENDIX D: TRAINING STAFF CONTACTS 25
APPENDIX E: DIRECTIONS TO OHIO EMA 26
APPENDIX F: DINING ESTABLISHMENTS 27

General

The Ohio Emergency Management Agency (EMA) training section administers an emergency management-training program that offers a wide variety of courses for students. This year Ohio EMA will offer a variety of classroom courses at Ohio EMA as well as a number of courses in local communities around the state.

In accordance with the Department of Homeland Security, Ohio EMA will process student requests to attend classes provided by FEMA's Emergency Management Institute (EMI) as well as FEMA's National Domestic Preparedness Consortium (NDPC) partner sites. These classes may be offered within Ohio as a mobile course or at the various training provider sites in residence.

Eligibility

Most of the courses listed in this training catalog are available to anyone involved in emergency management or response at the local, state, or federal levels. Eligible attendees include public policymakers, emergency managers, response team leaders, volunteers, public health, schools, universities, first responders and many other partners from the public and private sectors.

Registration and Acceptance

To register for an Ohio EMA course or to see a current list of available courses, a prospective student should visit the Ohio EMA training website, http://ema.ohio.gov/Training.aspx. Students may view the course listings without creating a profile, however when registering for a course students must request a new user profile by accessing the following link: https://trainingcampus.dps.ohio.gov/cm6/cm0682/pstc/pstc.html. Once a profile is created students may logon to the system and register for courses. Students experiencing difficulties accessing the website, creating an account or registering for training should call the Department of Public Safety Training Campus Help Desk at 614-752-6487. Course registration will generally close 7-10 working days prior to the course start date.

Course Cost

There is no cost to attend training or for the materials for courses that Ohio EMA sponsors. Ohio EMA may provide lodging for courses held at Ohio EMA and this will include the night prior to courses starting before 9 am. For those courses in which lodging is provided students must travel more than 45 miles from both their home and headquarters or office, be a state of Ohio resident and be a state or local government agency employee or volunteer to be authorized lodging. Lodging will NOT be provided for federal employees, contractors or out of state residents. All other costs (e.g. travel, meals, and per diem) are the responsibility of the student or their parent organization.

Students should check the course announcement and the Ohio EMA training website to determine if Ohio EMA is providing lodging for the course. Once accepted into a course offering lodging, students are required to contact the hotel directly to make their reservation. Students can find hotel information on the course enrollment notification they receive. For those courses in which Ohio EMA is providing lodging, the agency will direct bill the hotel for the students lodging only. All incidentals (e.g. room service, in room movies, etc.) are the student's responsibility. Please understand that when making a reservation with the hotel they will need the student to provide a personal credit card for their file. The personal credit card is only to cover incidental hotel expenses and also in the case that the student does not cancel their lodging reservation prior to missing class without notification to the training section.

Class Cancellation Policy

Ohio EMA training will only cancel courses under extreme circumstances. However in the event that Ohio EMA cancels a course, the agency will contact all students to advise them of the cancellation

within one working day of course cancellation. Students are not required to cancel lodging reservations for courses cancelled by Ohio EMA. If Ohio EMA cancels a training there will not be a charge of any hotel cancellation fees or fines to the student.

STUDENT CANCELLATION AND NO-SHOW POLICY

Registration Cancellation

Students wishing to cancel a course registration must notify the Ohio EMA training section no later than two weeks prior to the start of class. If two weeks' notice is not possible, the student should contact the training sesction as soon as they know they can no longer attend the training. Our goal is to ensure that our training opportunities are available to our target audience and to let other students from the waitlist fill the available seats. The agency will not provide credit to students who do not attend a class in its entirety.

It is also the student's responsibility to contact the hotel to cancel their reservation prior to the scheduled arrival date. State fiscal policy prohibits payment for unused rooms. Students failing to cancel their hotel reservation may be required to pay for rooms that are not cancelled.

Student No Show

If a student misses two classes within one year without notifying the Ohio EMA Training Office prior to the training they will not be permitted to register for training courses for one year from the last missed class. For example if a student misses a training and fails to notify the training section in April and another in August they will not be permitted to register for another training until August of the next calendar year.

ATTENDANCE AND CONDUCT

Student Conduct and Dress

Ohio EMA expects students to conduct themselves in a professional manner at all times while in class and the agency expects students to dress appropriately for class. As a rule, business casual or casual dress in good taste is appropriate. Ohio EMA will dismiss students from the course that display a nonprofessional appearance or disruptive behavior and may ban the student from attendance at any future Ohio EMA courses.

Attendance Policy

Ohio EMA expects students to arrive on time and attend all sessions or blocks of instruction for the course they are attending. Selective attendance and late arrival is a deterrent to individual learning and a disruption to other students. Ohio EMA may dismiss students from the course for late arrival or any absence from the class. ***Students who fail to attend all sessions or blocks of instruction for a course may be required to pay for their hotel room if they stayed at state expense.***

Academic Honesty

Ohio EMA will dismiss any student from the class and ban them from attendance at any future course for displaying academic dishonesty.

Examples of academic dishonesty include:

- Cheating on an exam or quiz.
- Plagiarizing or claiming another's work as your own.
- Obtaining, copying and/or distributing a course test in advance of a course.

CERTIFICATES

Course Completion

When a student completes a course they will be issued a certificate electronically through the Department of Public Safety Training Campus. These certificates will be emailed directly to the student and will be kept electronically in their account. Please allow up to 14 days after class completion for training staff to generate certificates.

Certificate Acceptance

Course certificates from Ohio EMA, other states or federal agencies will always be accepted as prerequisites for other courses. If the certificate is from a county or city and it is a class that Ohio EMA certifies instructors for, then only certificates with Ohio EMA certified instructors listed on the certificate will be accepted. Please note that this applies to any class delivered after the October 2013 Certified Instructor Policy was released. If the class took place prior to the implementation of the 2013 certified instructor policy, Ohio EMA will accept the certificate. Certificates must come from a reputable agency and there are NO substitutes for training certificates. For example, if a student is required to take the ICS 300 as a prerequisite, or as part of an agency requirement, then the certificate must have "ICS 300" stated on it with the course sponsor's name on the certificate.

CLASSROOM POLICY

Food in Classroom

Please be advised that the Ohio Emergency Management Agency prohibits food in the classrooms at Ohio EMA (no food of any kind); and ALL drinks, including coffee, must be covered with a lid.

Tobacco Use in Classrooms

Smoking and chewing tobacco in classrooms, regardless of location, is strictly prohibited.

Cell Phone and Electronic Devise Use in Classrooms

Students are expected to be respectful of other students as well as the instructors. The use of cell phones and other electronic devices should be limited during class time. If a student must check emails or make phone calls they should excuse themselves from the class or use electronic devices during breaks.

LODGING POLICY

Ohio EMA will pay for student lodging if the student is an Ohio resident (non-federal and non-private business employee) contingent upon the students completion of the course; however, the student must contact the hotel NO LATER THAN TWO-WEEKS BEFORE THE START DATE OF THE COURSE to make their reservation. Ohio EMA only provides lodging for Ohio residents/students commuting 45 miles or more away from their home and office to the training location. If either the student's home or office is less than 45 miles from Ohio EMA or the training location, Ohio EMA will not pay for the students lodging.

Students that request lodging and withdraw from a course must contact the hotel to cancel their lodging; failure to cancel reserved lodging for those that withdraw from a course will result in a charge to the student individually.

For students that work for the federal government, a private business, or are from a state other than Ohio, all travel expenses associated with attending Ohio EMA delivered or sponsored training, including any overnight lodging, will be at the student or their agencies expense.

Ohio EMA funding for lodging rooms is contingent upon the student's completion of the course. If the student does not complete the course the cost of lodging will be at the student or their agencies expense.

Meals, Per Diem, and all other travel expenses are the responsibility of the student or their parent organization.

Please understand that when making a reservation with the hotel they will need the student to provide a personal credit card for their file to cover incidental expenses and also so that the student may be billed in the case that he or she does not cancel their reservation prior to not attending the training.

Training Records and Transcripts

Attendance at all Ohio EMA courses is recorded in the training database and records of all training, including course attendance rosters, are maintained on file for seven years. Students can access their transcript by logging on to the Department of Public Safety Training Campus website and accessing the transcript link. Students may also request a copy of their transcript by sending a written request to the Ohio EMA training section.

County Director Training Requirements

Sections 5502.26, 5502.27, and 5502.271 of the Ohio Revised Code require each Director of an Emergency Management Agency for a political subdivision to pursue a professional development program in accordance with rules developed under section 5502.25 of the Revised Code. The Ohio Administrative Code 4501:3-5-01 provides details to county emergency management directors on required emergency management training. Directors appointed since June 1988 shall acquire training as defined by the Emergency Management Agency, including the following:

1. An introductory course for emergency management taught at the "Emergency Management Institute" at Emmitsburg, Maryland, an extension of the "Emergency Management Institute" at a state sponsored course or an equivalent course taught at an accredited university.
2. One course for emergency planning taught at the "Emergency Management Institute" at Emmitsburg, Maryland, an extension of the "Emergency Management Institute" at a state sponsored course or an equivalent course taught at an accredited university.
3. One course in exercise design taught at the "Emergency Management Institute" at Emmitsburg, Maryland, an extension of the "Emergency Management Institute" at a state sponsored course or an equivalent course taught at an accredited university.
4. One course in disaster recovery taught at the "Emergency Management Institute" at Emmitsburg, Maryland, an extension of the "Emergency Management Institute" at a state sponsored course or an equivalent course taught at an accredited university.
5. A maximum of two refreshers or continuing education courses, annually, as may be necessitated by changes to law or programs administered by the executive director for emergency management.

Upon assuming the position of director of emergency management for a political subdivision, the individual shall complete, or have completed, the required courses within a three-year period from the date of appointment.

Training Request Policy

Counties and other local and state agencies can submit a training application at any time during the year. The application must be submitted no less than 60 days prior to the course and must have the county EMA director's signature on it.

The application will then be reviewed by the training section at Ohio EMA to make sure that funding is available and the form contains all required information. The Policy for Requesting Training can be found on the Ohio EMA website at: http://ema.ohio.gov/Training_PolicyForRequestingTraining.aspx.

Eligible expenses for trainings include instructor fees and printing of course materials. Course material will be shipped to the location provided in the application. Room costs, food/refreshments, supplies and lodging are not permissible expenditures under the training application policy.

INSTRUCTOR CERTIFICATION POLICY

As of October 2013 Ohio EMA implemented a new Instructor Certification Policy. This policy provides the requirements necessary for consideration to become a Ohio EMA certified instructor. The certified instructor policy was developed to ensure that qualified persons are providing instruction within the state of Ohio and also to provide supporting guidance for course length and other topics related to instruction. The certified instructor policy and a list of currently certified instructors can be found on the Ohio EMA Website at: http://ema.ohio.gov/Training_InstructorCertificationInformation.aspx.

AVAILABLE COURSES

Ohio EMA offers a wide array of in classroom trainings. The majority of these classes are FEMA G courses but on occasion other courses are also brought to Ohio EMA. For a complete list and description including course length and prerequisites of the FEMA G Courses that may be offered throughout the year please reference Appendix A of this document. Below is a list of the courses that may be offered at Ohio EMA or locations around the state. This list may change as new classes become available or classes are discontinued.

- G-108 Community Mass Care and Emergency Assistance
- G-110 Emergency Management Operations Course (EMOC)
- L-146 Homeland Security Exercise and Evaluation Program Training Course
- G-191 EOC / ICS Interface
- G-194.1 Local Floodplain Manager Roles and Responsibilities
- G-194.2 National Flood Insurance Program (NFIP) Rules and Regulations in Depth
- G-194.4 Preparing for Post-Disaster Responsibilities
- G-202 Debris Management Planning For State, Tribal And Local Officials
- G-203 Program Applicant (PA) Workshop
- G-251 Workshop in Emergency Management Amateur Radio Resources
- G-235.A Emergency Planning Course
- G-262 Planning, Building and Sustaining Public-Private Partnerships
- G-265 Basic Instructional Skills
- G-270.3 Expedient Flood Training
- G-270.4 Recovery from Disaster: The Local Government Role
- G-271 Hazardous Weather And Flooding Preparation
- G-272 Warning Coordination
- G-279 Retro-fitting Flood-Prone Residential Buildings
- G-282.1 Flood Insurance for the Local Floodplain Manager
- G-282.2 Hydrology and Hydraulics for the Floodplain Manager
- G-282.3 Manufactured Homes and Recreational Vehicles (RVs) in the Floodplain
- G-282.4 Higher Standards and No-Adverse Impact (NAI) Concepts in Floodplain Management
- G-288 Local Volunteer and Donations Management
- G-289 Public Information Officer (PIO) Awareness Course
- G-290 & G-291 Public Information Officer (PIO) / Joint Information Center (JIC)
- G-300 / ICS-300 Intermediate ICS for Expanding Incidents
- G-310 Weapons of Mass Destruction
- G-311 Hazardous Materials Contingency Planning
- G-318 Local Mitigation Planning Workshop

- G-357 Emergency Response To A Criminal And Terrorist Incident
- G-358 Evacuation and Re-Entry Planning
- G-361 Flood Fight Operations
- G-364 Multi-Hazard Planning For Schools
- G-365 WEM Partnerships for Creating and Maintaining Spotter Groups
- G-366 Planning For The Needs of Children in Disasters
- G-367 Emergency Planning for Campus Executives
- G-386 Mass Fatalities Incident Course
- G-393 Mitigation for Emergency Managers
- G-400 / ICS-400 Advanced ICS Command and General Staff – Complex Incidents
- G-402 ICS Overview For Executives And Senior Officials
- G-434.A Earthquake Safety for Schools
- G-489 Management of Spontaneous Volunteers in Disasters
- G-548 – IS 548 Continuity Program Manager
- G-557 Rapid Assessment Planning
- G-775 EOC Operations

OHIO EMA TRAINING PARTNERS

Emergency Management Institute (EMI)

FEMA has eliminated the use of the Social Security Number (SSN), where possible, when applying for any FEMA training. Individuals applying for National Fire Academy (NFA) or Emergency Management Institute (EMI) classes will be required to register using the Center for Domestic Preparedness (CDP) Training Administration System (CTAS) and obtain a CDP Student Identification (SID) number. Students will use the SID number instead of their SSN on the application. Use your SSN to register in CTAS system, but this will phase out with the new registration system. Anyone already registered in the CTAS system will not need to register again.

Students wishing to register for an EMI class or any other consortium class will need their Student Identification Number (SID). To create an account at get a SID students should visit https://cdp.dhs.gov/femasid/. To register for an EMI course prospective students should send an application (FEMA form 119-25-1) to the state training officer via mail or fax. The state training officer will check the application for completeness and forward it to EMI. EMI will notify the prospective student directly if they have been accepted, declined or wait-listed. Interested individual can find the course schedule, catalogue and an application for EMI courses at http://training.fema.gov/EMICourses/.

Students attending courses at EMI are expected to attend all sessions of each course, seminar, or workshop. Those who do not attend all sessions will not receive course completion certificates and will not be reimbursed under the Student Stipend Program.

National Emergency Management Academies

FEMA's Emergency Management Professional Program (EMPP)

The Emergency Management Profession Program (EMPP) will strengthen training for professional in the Emergency Management field. The goal is to ensure that Federal training supports professional in developing core competencies necessary to fulfill their responsibilities in mitigating outcomes, preparing for, responding to, and recovering from disasters. EMPP is intended to provide: foundational knowledge and skills for entry into the field; requisite skills to practicing professional within specific programs or operational areas; knowledge and skills for mid-level professionals; and strategic leadership and critical thinking for senior leaders and policy makers involved with national and international events and policy.

1. **National Emergency Management Academy**
   Focus: Foundational knowledge and skills
   http://training.fema.gov/empp/basic.asp

2. **National Emergency Management Leaders Academy**
   Focus: Multi-Agency Coordination in EOC and JFO; Specializing in Protection, Prevention, Mitigation, Response, and Recovery Areas
   http://training.fema.gov/empp/leaders.asp

3. **National Emergency Management Executive Academy**
   Focus: Strategic Leadership and Critical Thinking
   http://training.fema.gov/empp/executive.asp

Department of Homeland Security (DHS) Consortium Training

To register for a DHS consortium course at one of their training sites, prospective students should send an application for the course to the state training officer Lisa Jones via email at ljones@dps.state.oh.us , or fax at (614) 799-3823. The state training officer will check the application for completeness and forward it to the respective training site for processing. The training site will notify the prospective student directly of their approval and course dates.

Click on the link below to access a course catalog listing all available DHS consortium courses https://www.firstrespondertraining.gov/catalog.do?a=nted.

National Domestic Preparedness Consortium (NDPC) Training Sites https://www.ndpc.us/

- **Center for Domestic Preparedness (CDP)** http://cdp.dhs.gov
  The CDP provides hands-on specialized training to state and local emergency responders in the management and remediation of WMD incidents. Located at the former home of the U.S. Army Chemical School, Fort McClellan, the CDP conducts live chemical agent training for the nation's civilian emergency response community. The training emergency responders receive at the CDP provides a valid method for ensuring high levels of confidence in equipment, procedures and individual capabilities.
- **New Mexico Institute of Mining and Technology (National Energetic Materials Research and Testing Center) (NMIMT)** http://www.emrtc.nmt.edu
  NMIMT offers live explosive training including the use of field exercises and classroom instruction. NMIMT is the lead NDPC partner for explosives and firearms, live explosives, and incendiary devices training.
- **Louisiana State University (LSU) (Academy of Counter-Terrorist Education** http://www.ncbrt.lsu.edu
  LSU provides training to law enforcement agencies and focuses its efforts on the delivery of the Emergency Response to Terrorism: Basic Concepts for Law Enforcement Course, and the development and delivery of the Emergency Response to Domestic Biological Incidents Course.
- **Texas A&M University (National Emergency Response and Rescue Training Center**
  http://teexweb.tamu.edu/
  Texas A&M delivers a set of courses to prepare state and local officials for the threat posed by weapons of mass destruction. Courses are developed and designed to provide each specific segment of the emergency response community with the tools needed to accomplish its role in the event of a WMD incident. Additionally, Texas A&M has developed an Interactive Internet

WMD Awareness Course for emergency responders. Texas A&M also provides technical assistance to state and local jurisdictions in the development of WMD assessment plans.

- **National Disaster Preparedness Training Center NDPTC)** http://ndptc.hawaii.edu/
  The National Disaster Preparedness Training Center is the only member of the NDPC to focus primarily on natural hazards. Uniquely positioned geographically and culturally, the National Disaster Preparedness Training Center at the University of Hawaii works collaboratively to develop and deliver training and education in the areas of disaster preparedness, response, and recovery to governmental, private, tribal, and non-profit entities. Combining urban planning and environmental management, the NDPTC addresses the needs of vulnerable at-risk populations, particularly the challenges faced by coastal and island communities.
- **National Nuclear Security Administration/Center for Radiological/Nuclear Training (NNSA/CTOS)** http://www.ctosnnsa.org/
  Center for Rad/Nuc Training at the Nevada National Security Site Program develops and delivers the training for emergency first responders. This training prepares the responders to take immediate, decisive action to prevent or mitigate terrorist use of radiological or nuclear WMDs, such as Improvised Nuclear Devices (INDs) and Radiological Dispersal Devices (RDDs or "dirty bombs").

Rural Domestic Preparedness Consortium (NDPC) Training Sites https://www.ruraltraining.org/

- The **Rural Domestic Preparedness Consortium (RDPC)** is a DHS funded program providing training and resources to rural first responders. RDPC courses are offered both in-person and online, and are provided at no cost. More information about the RDPC can be found in the overview. **RDPC Overview YouTube Video** http://www.youtube.com/therdpc.

APPENDIX A: DETAILED COURSE DESCRIPTIONS

G-108 Community Mass Care and Emergency Assistance (2-Day Course)

The purpose of this course is to develop a foundational knowledge of Mass Care and Emergency Assistance services in the community. It is not a "how to" for sheltering. Participants will use this information to build community emergency action items and to identify gaps in the community's program. The material is intended for community agencies, Non-Governmental Organizations (NGO), and private sector organizations that will collaborate to provide the Mass Care and Emergency Assistance. The course goal is to prepare community agencies, organizations, and businesses to work together in coordination with Emergency Management and traditional Mass Care providers to plan and provide Mass Care/ Emergency Assistance (MC/EA) services to those affected by disaster.

G-110 Emergency Management Operations Course (EMOC) (2 ½ Day Course)

The EMOC is designed for local communities or tribal governments that may not be able to participate in FEMA's resident Integrated Emergency Management Courses. The EMOC is an exercise-based program with planning sessions that begin weeks prior to the actual course. It includes classroom sessions and exercises. The purpose of the EMOC is to improve operational capabilities as they relate to managing emergencies in the local community. The course places emphasis on the Emergency Operations Center (EOC) as a focal point for managing a simulated emergency.

L-146 Homeland Security Exercise and Evaluation Program Training Course (3 Day Course)

This 3-day intermediate-level training program is designed for individuals involved in exercise programs and/or exercise design, development, conduct, evaluation, and improvement planning. It incorporates exercise guidance and best practices from the HSEEP Volumes. Participants should come with a basic understanding of exercise design and HSEEP terminology. Course topics include exercise program management, design and development, conduct, evaluation, and improvement planning.

In addition to the instructor led presentations, the course includes small group activities, videos, group discussions, and introductions to HSEEP and capabilities-based planning (e.g., Universal Task List (*UTL*); Target Capabilities List (*TCL*), transition to Core Capabilities). Activities include creating exercise documentation, conducting exercise planning meetings and briefings, and practicing exercise evaluation. There will be 2.5 CEUs awarded upon successful completion of this course.

Required Prerequisite: Independent Study (IS)-120a, An Introduction to Exercises.

G-191 EOC / ICS Interface (1 Day Course)

This course is designed for personnel associated with On-Scene Incident Command, EOCs and Multiagency Coordination (MAC) System entities. The goal of the course is to provide state and local emergency management officials with the knowledge and skills they need to operate an Emergency Operating Center (EOC) and interface it with an Incident Command System (ICS) field operation It enables the participants to begin developing an ICS/EOC interface for their community by applying Incident Command System (ICS) principles. The course reviews ICS and EOC responsibilities and functions and depends heavily on exercise and group discussions to formulate the interface.

Recommended Prerequisites: IS-0100.b, Introduction to the Incident Command System, ICS-100; IS-0200.b, Incident Command System for Single Resources and Initial Action Incidents; and/ or EOC Management courses

G-194.1 Local Floodplain Manager Roles and Responsibilities (1 Day Course)

This course is designed to familiarize participants with various aspects of the Floodplain Manager's job. Four key roles are examined and discussed: Regulator, Coordinator, Educator, and Planner. These roles impact the Floodplain Manager's job and have broad-reaching impacts in the community.

Special Requirement: Designed for Floodplain Managers with at least 2 years of floodplain management experience or who have the Certified Floodplain Manager (CFM) credential.

G-194.2 National Flood Insurance Program (NFIP) Rules and Regulations in Depth (1 Day Course)

This course is designed to review Section 60.3 of Title 44 of the Code of Federal Regulations (CFR) and other rules and regulations that impact floodplain management. Participants are led through discussions and interactive exercises that explore the details of the interpretations of the various regulations. Topics covered include: floodway and encroachment requirements; new residential building requirements; development in approximate A Zones; accessory and agricultural buildings; anchoring fuel storage tanks; regulating recreational vehicles; environmental and historical regulations; and typical compliance problems.

Special Requirement: Designed for Floodplain Managers with at least 2 years of floodplain management experience or who have the Certified Floodplain Manager (CFM) credential.

G-194.4 Preparing for Post-Disaster Responsibilities (1 Day Course)

This course is designed to familiarize participants with the issues surrounding getting teams started for work in the post-disaster environment. Topics include: Identifying Partners and Resources; Creating Post-Disaster Standard Operating Procedures (SOPs); Introduction to Post- Disaster SOPs; Introduction to Post-Disaster Operations; initial sweeps and public information; detailed substantial damage inspections; substantial damage declarations and posting; permitting documentation; and compliance and funding sources.

Special Requirement: This course has in-depth discussion of the topics and exercises to help Floodplain Managers prepare for post-disaster activities and is designed for Floodplain Managers with at least 2 years of floodplain management experience or who have the Certified Floodplain Manager credential

G-202 Debris Management Planning For State, Tribal And Local Officials (4 Day Course)

This course is designed for state, local, and tribal Emergency Management personnel, including Public Works and Waste Management staffs, who are responsible for planning and/ or implementing debris removal and disposal actions. It provides an overview of issues and recommended actions necessary to plan for, respond to, and recover from a major debris-generating event with emphasis on state, local, and tribal responsibilities. Developed from a pre-disaster planning perspective, the course includes debris staff organizations; compliance with laws and regulations; contracting procedures; debris management site selection; volume-reduction methods; recycling; special debris situations; and supplementary assistance.

G-203 Program Applicant (PA) Workshop (1 Day Course)

This course is designed for local government / tribal personnel, public works directors, emergency management coordinators, and other local government/Tribal personnel with disaster assignments involving the community infrastructure. It provides an overview of the roles and responsibilities of potential applicants who participate in FEMA's Public Assistance program.

G-251 Workshop in Emergency Management Amateur Radio resources (1/2 Day Course)
This 3 to 4 hour workshop is designed for state and local elected officials, emergency managers, and other public officials, amateur radio operators. It educates state and local emergency management officials about amateur radio resources that provide emergency communications. More specifically, the workshop provides information and guidance on Radio Amateur Civil Emergency Service (RACES), encourages state and local emergency management agencies to use RACES, and shows how these agencies can have an effective, integrated, and properly managed RACES organization.

G-235.A Emergency Planning Course (1 Day Course)
This course is designed for elected officials, emergency management coordinators and planners, department heads, risk managers, operations officers, and representatives of volunteer groups active in disasters. It will enhance the emergency management professional's insight and knowledge of the planning processes, planning standards, planning resources, and key information in the development of basic emergency management plans and functional annexes.

G-262 Planning, Building and Sustaining Public-Private partnerships (1 Day Course)
This course is designed for any organization interested in forming and sustaining an emergency management partnership. Its purpose is to provide tools to private and public sector participants who want to build and sustain partnerships in emergency management and continuity programs. Participants will learn to recognize the role and value public-private partnerships play within the emergency management cycle, identify the steps for establishing a public-private partnership, the best practices for information sharing, emergency communications, and resource sharing in public-private partnerships and methods for sustaining public-private partnerships.

G-265 Basic Instructional Skills (2 Day Course)
This course is designed to prepare participants to assist with state-delivered Emergency Management training. It provides a foundation from which participants can develop or enhance their instructional delivery skills within a classroom setting. This course is not designed to teach how to design training. Rather, the focus of this course is how to present an existing lesson plan or training materials. At the conclusion of this course, participants should be able to:

Required Prerequisites: IS-0265, Basic Instructional Skills.

G-270.3 Expedient Flood Training (1 Hour Course)
This course is designed to train key personnel and an expedient citizen work, force prior to a flood emergency, on the basic methods and procedures used to construct a sandbag levee. This course is important for those working as part of an organized community flood control effort, as well as those people attempting an individual flood response to save an isolated home or small business. This course is designed to be delivered by a community instructor who is competent in flood control. The content can be presented to volunteers during expedient flood training or to key personnel in advance of a flood event.

This training was adapted from the original course by Peter R. Jensen, CEM, published in 1994 by Quark Management Service.

G-270.4 Recovery from Disaster: The Local Government Role (2 Day Course)
This course replaces G-603, Disaster Recovery and meets the Ohio Administrative Code for County Director Training Requirements. It is designed for local government disaster recovery professionals (elected officials, city/county administrators, emergency management coordinators, public works directors, building inspectors, community planners, and unmet needs committee coordinators). The

material focuses on the local, state and federal government's roles and responsibilities in disaster recovery. It provides a forum for discussion of "lessons learned" in disaster recovery at the local government level while promoting the pre-disaster development of a jurisdictional recovery, debris and mitigation plans and identifying needed improvements to existing plans. Among the topics covered are: methods and techniques for providing public information during disaster recovery, leadership qualities and actions that contribute to disaster recovery at the local level, how a Recovery Task Force can be used to organize local government recovery operations, the components of the health care system and the role of each component, the role and responsibilities of the business sector in disaster recovery and options for providing shelter, temporary housing, replacement housing for disaster survivors and defining the role of an unmet needs committee/long term recovery committee.

G-271 Hazardous Weather And Flooding Preparation (2 ½ Day Course)

This course is designed to provide training for local and state emergency managers who respond to hazardous weather events, while promoting partnership and coordination between the National Weather Service (NWS) and emergency managers. Its purpose is to enhance an emergency managers' ability to recognize potentially hazardous weather and flooding situations and are equipped to plan appropriately and coordinate effective responses. The National Weather Service (NWS) and FEMA developed this course with input from many state and local emergency managers. It is intended to help promote a more proactive response to weather and flooding hazards through close coordination between emergency management and NWS. Material covered in the course includes: how the basic elements of weather can combine to create potential hazards in an area, weather forecast products and how to interpret them, anticipating hazardous weather for planning, warning, and response purposes and covers the roles and responsibilities of local recovery team members.

Recommended Prerequisite: IS-0271.a, Anticipating Hazardous Weather and Community Risk, 2nd Edition

G-272 Warning Coordination (2 Day Course)

Every year the United States experiences more severe weather than any other country in the world. In order to reduce deaths, injuries, and property losses, emergency managers must work closely with the National Weather service (NWS) and the news media to provide effective warnings that are received and understood by people at risk. This course is intended to help facilitate that process. The course is primarily designed for local and state government emergency program managers or officials responsible for coordination and communication. The secondary audience includes federal emergency management personnel and employees of local, state, and federal governments who work in the emergency management field. Among the topics presented are: the social dimensions of warning response, developing effective warning messages, developing an effective community warning process and working with the news media to create a weather warning partnership.

Recommended Prerequisites: Participants should complete IS271, Anticipating Hazardous Weather and Community Risk, G271, Hazardous Weather and Flooding Preparedness, and IS-247, Integrated Public Alert and Warning System (IPAWS), before attending this course.

Other Recommended Courses: COMET program's SKYWARN® Spotter Training course and G365, Partnerships for Creating and Maintaining (Weather) Spotter Groups.

G-279 Retro-fitting Flood-Prone Residential Buildings (2 Day Course)

This course is currently under revision. The primary audience for this course is engineers and architects. Floodplain managers and building code officials are also encouraged to attend. Hazard mitigation, planning, zoning, public works, and other building officials with building science knowledge and also those from the private sector, such as engineering firms may also apply. This course provides

engineering and economic guidance to architects, engineers, and local code enforcement officials in retrofitting existing one- to four-family residential structures situated in flood-prone areas. The retrofitting measures presented are creative, practical, compliant with applicable floodplain regulations, and satisfactory to most homeowners.

Recommended Prerequisite: Participants should complete IS-0279, Engineering Principles and Practices for Retrofitting Flood-Prone Residential Structures. Taking IS-0279 should also help potential participants establish whether they have the necessary level of building science knowledge.

G-282.1 Flood Insurance for the Local Floodplain Manager (1 Day Course)

This course is designed to familiarize participants with the flood insurance aspects of the National Flood Insurance Program (NFIP). The basics of flood insurance backed by the NFIP, including NFIP coverage, rating, NFIP policy information, rate and rule changes, and opportunities for flood insurance outreach, will be discussed and reviewed. Interactive exercises and in-depth discussions will aid participants in learning this information.

Special Requirement: Designed for Floodplain Managers with at least 2 years of floodplain management experience or who have the Certified Floodplain Manager (CFM) credential.

G-282.2 Hydrology and Hydraulics for the Floodplain Manager (1 Day Course)

This course is designed to familiarize participants with the hydrology and hydraulics aspects of the Flood Insurance Studies (FISs) prepared under the National Flood Insurance Program (NFIP). The basics of both hydrology and hydraulics are discussed as well as the fundamentals of the FIS and Flood Insurance Rate Map (FIRM). The flood profiles, regulatory floodways, special considerations in the mapping process, and FIS interpretation are also discussed. Interactive exercises and in-depth discussions will aid participants in learning this information.

Special Requirement: Designed for Floodplain Managers with at least 2 years of floodplain management experience or who have the Certified Floodplain Manager (CFM) credential.

G-282.3 Manufactured Homes and Recreational Vehicles (RVs) in the Floodplain (1 Day Course)

This course is designed to familiarize participants with the requirements for manufactured homes and recreational vehicles under the National Flood Insurance Program (NFIP). The 2008 changes in the Department of Housing and Urban Development (HUD) rules related to manufactured home installation and inspection are discussed in detail. The analysis of the site review process, foundation design, installation concerns, and enforcement of NFIP regulations and HUD regulations, and consideration of recreational vehicles in the floodplain are also discussed. Interactive exercises and in-depth discussions will aid participants in learning this information.

Special Requirement: Designed for Floodplain Managers with at least 2 years of floodplain management experience or who have the Certified Floodplain Manager (CFM) credential.

G-282.4 Higher Standards and No-Adverse Impact (NAI) Concepts in Floodplain Management (1 Day Course)

This course is designed to familiarize participants with the concept of higher standards and implementation of higher standards specifically related to freeboard, critical facilities, detailed base flood elevation determinations in approximate A Zone areas, subdivision requirements, prohibition of fill, and enclosure limitations. The concept of the "No-Adverse Impact" is also discussed. Interactive exercises and in-depth discussions will aid participants in learning this information.

Special Requirement: Designed for Floodplain Managers with at least 2 years of floodplain management experience or who have the Certified Floodplain Manager (CFM) credential.

G-288 Local Volunteer and Donations Management (1 ½ Day Course)

This training supports local governments and their emergency management partners in preparing for, responding to, and recovering from disaster events at the local level. The course is designed to strengthen the abilities of local jurisdictions to successfully prepare for and handle volunteer and donations management issues that may arise. The course content and activities may also serve as a template, thereby enhancing uniformity in addressing areas of donated unsolicited goods, unaffiliated volunteers, and undesignated cash. This training also provides information regarding the state's volunteer and donations management responsibilities, which are designed to help build relationships between government and non-governmental organizations.

Required Prerequisites: IS-0288, The Role of Voluntary Organizations in Emergency Management

Recommended Prerequisites: IS-0700.a, National Incident Management System, an Introduction; and IS-0100.b, Introduction to the Incident Command System, ICS-100

G-289 Public Information Officer (PIO) Awareness Course (1 Day Course)

This awareness-level training is suitable for new PIOs, taken alone or before Basic Public Information Officer (PIO) (G290) training. A secondary audience is elected or other officials who want an overview of emergency public information.

Emergency Public Information Officers (PIOs) are responsible for ensuring that the affected public receives accurate and timely information during an emergency. Armed with good information, people are better able to make good decisions and, by doing so; contribute to the overall response goal of saving lives and protecting property. Some PIOs tasked with planning for, developing, and disseminating emergency public information at the state, tribal, and local levels bear this considerable responsibility concurrently with other job assignments. This course will orient the participants to the public information function and the role of the PIO in the Public Safety/ Emergency Management environment and is designed to acquaint participants with the concepts underlying the PIO role. Taken alone, this course can provide a basic understanding of the PIO function for those new to the position. Additionally, this training is a prerequisite and foundation for more advanced training that takes participants from the Awareness level to the Mastery level in their public information careers.

G-290 & G-291 Public Information Officer (PIO) / Joint Information Center (JIC) (3 Day Course)

This G290 course is an updated, shortened, and revised version of the previous G290 course. The revised course emphasizes skills development, addresses the impact of technology on emergency public information, and offers options that allow states to tailor the instructional methodology to suit their needs while consistently meeting the course learning objectives.

The purpose of the G291 course is to build on the solo PIO competencies gained in the Basic Public Information Officer (PIO) (G290) course to applying those skills in an expanding incident where coordination is enhanced through the establishment of a Joint Information System (JIS)/Joint Information Center (JIC). This training will equip PIOs with the skills needed to establish and operate in a JIS/JIC. Participants will also gain a working knowledge of operational practices for performing PIO duties within the National Incident Management System (NIMS) multiagency coordination system. The course will demonstrate how JIC concepts are applied in a flexible and scalable manner at the local level.

Recommended Prerequisites: G0289, Public Information Officer Awareness Training, or IS-0029, Public Information Officer

G-300 / ICS-300 Intermediate ICS for Expanding Incidents (3 Day Course)

This course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS).The target audience for this course is individuals who may assume a supervisory role in expanding incidents or Type 3 incidents. These incidents may extend into multiple operational periods. This course expands upon information covered in the ICS-100 and ICS-200 courses. These earlier courses or an equivalent are prerequisites for ICS-300. This course will include but not be limited to; unified command, incident/event assessment and objective development, the ICS planning process, incident/event resource management, transfer of command and demobilization.

Required Prerequisites: IS-0100.b, Introduction to the Incident Command System, ICS-100; IS-0200.b, Incident Command System for Single Resources and Initial Action Incidents; IS-0700.a, National Incident Management System, An Introduction; and IS-0800.b, National Response Framework, An Introduction

Recommended Prerequisites: Experience using concepts and principles from ICS-100 and ICS-200 in a response or exercise

G-310 Weapons of Mass Destruction (1 Day Course)

This series of facilitator-led courses is intended to help senior local government officials prepare for and improve their ability to manage and respond to mass casualty terrorism incidents involving the use of Weapons of Mass Destruction (WMD). There are 5 different scenarios that may be used. Each has the same five objectives:

- Exercise greater leadership in preparing for and managing response to WMD mass casualty terrorism incidents through a better understanding of their jurisdiction's response capabilities.
- Analyze the appropriateness of plans, policies, procedures, and other preparedness elements currently in place to respond to and recover from a mass casualty terrorist incident.
- Determine the adequacy and the level of training of jurisdictional disaster and emergency management staff.
- Determine the adequacy of the jurisdiction's resources (e.g., personnel, materials, and personal protective and other equipment) for response and recovery from a mass casualty incident.
- Identify the coordination requirements among local, state, and federal governments for response to WMD terrorist incidents.

G-311 Hazardous Materials Contingency Planning (1 Day Course)

This course is for emergency management personnel responsible for hazardous materials planning and coordination. It covers emergencies including transportation, use, storage, and disposal of hazardous materials, and episodic releases of air-toxic chemicals from fixed-site facilities. Emphasis is placed on interagency cooperation and the identification of technical assistance that is available.

Topics include federal, state, and local mechanisms to assist in planning and response, tactical requirements, hazardous materials characteristics, and regulatory compliance.

Required Prerequisite: IS-0056, Hazardous Materials Contingency Planning

Recommended Prerequisites: IS-0235.b, Emergency Planning; IS-0100.b, Introduction to the Incident Command System, ICS-100; and IS-0200.b, Incident Command System for Single Resources and Initial Action Incidents

G-318 Local Mitigation Planning Workshop (1 Day Course)

This course provides plan developers with the information necessary to prepare and implement a local "Hazard Mitigation Plan". During this course participants will learn what constitute hazard mitigation and identify the benefits of mitigation planning; develop or update a local "Mitigation Plan"; and identify resources and guidance available for mitigation planning and plan implementation.

G-357 Emergency Response To A Criminal And Terrorist Incident (1 Day Course)

The primary goals of this course include increasing safety by describing hazards that may exist at crime scenes, enhancing evidence preservation and rescue efforts, and fostering cooperative working relationships among all responders through role and responsibility clarification. The course uses a combination of instructor-led discussions and video presentations and concludes with an exercise.

G-358 Evacuation and Re-Entry Planning (2 Day Course)

This 12-hour course is designed to provide participants with the knowledge and skills needed to design and implement an evacuation and re-entry plan for their jurisdictions. It focuses on planning the operational aspects of evacuation and re-entry. **It does not address the decision to evacuate or re-enter**. Participants will review their community's vulnerability analysis and evacuation plans during the course exercises. The course also addresses evacuation behavior, recommends methods to make evacuation and re-entry more efficient and considers shelter destinations as a component of the evacuation planning process

G-361 Flood Fight Operations (2 ½ Day Course)

This 2½-day course is for emergency managers, public works officials, levee district representatives, and others responsible for planning, preparing, and managing the response to a flood. Using a combination of lectures, discussions, activities, and exercises, the course will take participants through the complete process from well before the flood to clean-up afterwards. Officials from every community at risk of flooding should take this training.

While this training emphasizes how to conduct a flood fight, it provides information to help communities decide if a flood fight is possible and worth the effort and cost. Diagrams with materials lists and equipment and labor requirements to construct various types of temporary flood protection can be used to help determine if there is enough time and resources to protect the community. If the whole community cannot be protected, then officials must decide where to concentrate their efforts to protect some areas and/or evacuate and relocate what they can. If a flood fight is undertaken, it should be done the right way or the effort will be wasted.

G-364 Multi-Hazard Planning For Schools (2 Day Course)

This 2-day course provides schools with the knowledge, skills, and tools needed to refine or develop an all-hazards school Emergency Operations Plan (EOP) and to identify how to train and exercise the school EOP. This course follows the guidance set forth in the FEMA Comprehensive Preparedness Guide, CPG 101, for developing an emergency operations plan and explains how to utilize the National Incident Management System (NIMS) as the foundation for planning and building partnerships with outside agencies such as law enforcement, fire, and emergency management.

Participants need to bring a copy of their School's Emergency Operations Plan to the Course.

Recommended Prerequisites: Completion of IS-0100. SCa (or IS-0100.SC or IS-0100.b), Introduction to the Incident Command System (ICS-100) for Schools; and IS-0700.a, National Incident Management System, An Introduction

G-365 WEM Partnerships for Creating and Maintaining Spotter Groups (5 Hour Course)

This 5-hour workshop emphasizes the valuable service that spotter groups provide to protect lives during hazardous weather and flooding. This activity is intended to promote the creation and enhancement of spotter groups across the country. It includes a wide variety of tools and approaches to help make spotter groups a key part of effective community warning systems.

G-366 Planning For The Needs of Children in Disasters (5 Hour Course)

This course enables participants to improve their community's Mitigation and Emergency Operations Plan (EOP), specifically regarding the needs of children. The course will provide participants with the information needed to address the unique needs of children prior to, during, and following disasters. It will also provide them guidance and direction on how to form coalitions and how to become advocates for the unique needs of children in all aspects of Emergency Management.

G-367 Emergency Planning for Campus Executives (2 Hour Course)

This 2-hour overview of Emergency Planning serves as a briefing for executives of institutions of higher education. It provides them with insights into multi-hazard Emergency Planning and their role in protecting lives, property, and operations. The course consists of seven modules which can be delivered independently so that executives can tailor it to fit their schedules and needs.
The seven modules are:

- Emergency Management: What Is It? Why Do It?
- Executive-Level Support
- Developing Your Emergency Operations Plan
- Evaluating Your EOP
- Responding Using Incident Command System
- Emergency Operations Center
- Engaging Your Campus

Recommended Prerequisite: IS-0100.HE, Introduction to the Incident Command System (ICS-100) for Higher Education

G-386 Mass Fatalities Incident Course (2 Day Course)

This 2-day course prepares state and local response personnel and other responsible agencies and professionals to handle mass fatalities effectively and to work with the survivors in an emergency or disaster. This course covers incident management, mass fatalities, planning before and operations during an incident, establishing the morgue, family assistance support operation, and assistance from the federal government. The course concludes with a tabletop exercise.

G-393 Mitigation for Emergency Managers (3 Day Course)

This course is designed to enable the non-technical emergency worker to acquire skills in the use of mitigation. The course provides training in how to perform mitigation activities fundamental to reducing and eliminating long-term risk from hazards. It addresses the important roles of the emergency program manager (or other local government representative) in mitigation: motivator, coordinator, and monitor in local implementation of the National Mitigation Strategy.

Recommended Prerequisite: Completion of IS-0393.a, Introduction to Hazard Mitigation, prior to enrollment

G-400 / ICS-400 Advanced ICS Command and General Staff – Complex Incidents (2 Day Course)

This course expands upon information covered in the ICS-100 through ICS-300 courses and is designed for senior emergency personnel who are expected to perform in a management capacity in a Multi-Agency Coordination unit or in an Area Command. The goals of the ICS-400 Advanced ICS are to explain how major incidents engender special management challenges; describe the circumstances in

which an Area Command is established, and to describe the circumstances in which multi-agency coordination systems are established. There are group activities that incorporate the application of Area Command and Multi-Agency Coordination to enhance the objectives of the course.

This course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS). These earlier courses are prerequisites for ICS-400.

Required Prerequisites: IS-0100.b, Introduction to the Incident Command System, ICS-100; IS-0200.b, Incident Command System for Single Resources and Initial Action Incidents; G0300, ICS-300: Intermediate Incident Command System for Expanding Incidents; IS-0700.a, National Incident Management System, An Introduction; and IS-0800.b, National Response Framework, An Introduction

Recommended Prerequisites: Experience using concepts and principles from ICS-100, ICS-200, and ICS-300 in a response or exercise

G-402 ICS Overview For Executives And Senior Officials (2 Hour Course)

The purpose of this course is to provide an orientation to executives and senior officials (including elected officials, city/county managers, agency administrators, etc.) an orientation to the Incident Command System (ICS). It covers what ICS is, organization and features, discuss the unified and area commands, coordination and incident management assessment and ICS preparedness
This course replaced G194, Incident Command System for Public Officials.

G-434.A Earthquake Safety for Schools (1 ¼ Day Course)

The purpose of this course is to prepare school staff and administrators for an earthquake at their school location. The course is designed to describe the effects of an earthquake; explain how to mitigate those effects; state the key elements of an earthquake plan for preparedness, response, and recovery; and outline the procedures for training and exercises related to that emergency plan.

G-489 Management of Spontaneous Volunteers in Disasters (1 Day Course)

This course aims to introduce the keys to success in managing large numbers of spontaneous volunteers in disasters. Its underlying assumption is that much of the volunteer help is indeed needed, and that with basic emergency management coordination skills, the volunteer resources can often be put to effective use, making a positive difference in the affected community. The course will discuss the benefits spontaneous volunteers can bring to relief efforts and the challenges they may bring if not coordinated effectively. In addition, the course will examine planning considerations regarding spontaneous volunteers. Special emphasis is also placed on how to make full use of a "Volunteer Reception Center"—the backbone of any well-organized spontaneous volunteer management program.

Required Prerequisites: All course participants should be familiar with their local government Emergency Operations Plan Annex, if one exists, on the use of spontaneous volunteers and volunteers affiliated with relief organizations.

Recommended Prerequisites: In addition, the individuals should have a working knowledge of the Incident Command and National Incident Management Systems (IS-0100, IS-0200, IS-0700.a, National Incident Management System, An Introduction; and IS-0800.b, National Response Framework, An Introduction).

G-548 – IS 548 Continuity Program Manager (3 Day Course)

This course is designed to acquaint experienced Continuity of Operations (COOP) practitioners and instructors with the COOP Program Managers Course materials. The objectives include defining COOP; explaining the benefits of a viable COOP Program and Plan; identifying elements of a viable COOP

Program; and identifying processes, resources, and tasks necessary to implement and manage a successful COOP Program. The course will also refresh experienced instructors on instructional methodology and techniques.

This course is designed for Public Sector staff with responsibility for managing their COOP effort. Others who are integral to the COOP planning process may also take the course.

G-557 Rapid Assessment Planning (1 Day Course)

This course provides information and resources that will enable participants to plan an effective Damage Assessment Program and conduct rapid and effective damage assessments in order to save lives, protect property and the environment, and begin the process of Recovery and Mitigation.

Recommended Prerequisites: IS-0100.b, Introduction to the Incident Command System, ICS-100; IS-0200.b, Incident Command System for Single Resources and Initial Action Incidents; IS-0700.a, National Incident Management System, An Introduction; IS-0800.b, National Response Framework, An Introduction; IS-0120.a, An Introduction to Exercises; and IS-0130, Exercise Evaluation and Improvement Planning

G-775 EOC Operations (2 Day Course)

This course will provide a process and tools for jurisdictions to use in working together to achieve communications interoperability. Based on the SAFECOM model developed by the Department of Homeland Security's Office for Interoperability and Compatibility, and the National Incident Management System, this course focuses on cooperative planning in five main areas—governance, technology, plans and procedures, training and exercises, and usage—and on funding improvements in those areas.

Recommended Prerequisite: IS-0701.a, National Incident Management System Multi-Agency Coordination System Course

APPENDIX B: RECOMMENDED CURRICULUM

General ICS/NIMS

It is recommended that courses in the ICS/NIMS Curriculum be completed in the following order.

- IS 700 National Incident Command System
- IS 800 National Response Framework
- IS 100 Introduction to Incident Command System
- IS 200 Basic Incident Command System
- G 191 ICS/EOC Interface
- ICS 300 Intermediate Incident Command System
- ICS 400 Advanced Incident Command System

Planning

- IS/G 235 Emergency Planning
- G 202 Debris Management Planning for State Tribal and Local Officials
- G 318 Local Mitigation Planning Workshop
- G 358 Evacuation and Reentry Planning
- G 364 Multi-hazard Emergency Planning for Schools
- G 366 Planning for the Needs of Children in Disasters

Recovery

- G 270.4 Recovery from Disaster the Local Government Role
- G 202 Debris Management

Ohio Revised Code

- IS 230 Principles of Emergency Management
- OH 230 Introduction to Emergency Management in Ohio
- IS/G 235 Emergency Planning
- IS/G 139 Exercise Design
- G 270.4 Recovery from Disaster the Local Government Role

Severe Weather

- G 271 Hazardous Weather
- G 272 Warning Coordination
- G 361 Flood Fight Operations

Public Information

- IS 29 Public Information Officer Awareness
- IS 42 Social Media in Emergency Management
- G 289 Public Information Officer (PIO) Awareness
- G 290 Basic Public Information Officer
- G 291 Joint Information Systems / Joint Information Center

WMD/Terrorism

- ICAMEO Computer-Aided Management of Emergency Operations (LSU)

APPENDIX C: COURSE EVALUATION FORM

OHIO EMERGENCY MANAGEMENT AGENCY

PARTICIPANT EVALUATION

COURSE TITLE: _____ **DATE(S):** _____

COURSE INSTRUCTOR(S): _____

Please Circle Your Response to the Following	Strongly Disagree	Disagree	Unsure	Agree	Strongly Agree
The training met my needs and expectations:	1	2	3	4	5
The Instructor(s) was knowledgeable:	1	2	3	4	5
The Instructor(s) was organized and presented information clearly:	1	2	3	4	5
Class participation and questions were encouraged:	1	2	3	4	5
Student manual and materials were useful:	1	2	3	4	5
Course worth recommending to others:	1	2	3	4	5
Registering for the class was easy and effective:	1	2	3	4	5

What did you like most about the training?

What did you like least about the training?

What changes would you suggest to improve this course?

Additional comments:

This form must be returned to the OHIO EMA Training Section upon course completion. It should be accompanied by the course sign in sheet and instructor invoice (if applicable). It is the responsibility of the instructor to return this form.

APPENDIX D: TRAINING STAFF CONTACTS

Andrew Elder, Field Operations, Grants, Training & Exercise Branch Chief
Phone: 614.889.7178
adelder@dps.state.oh.us

David Nunley, Training & Exercise Supervisor
Phone: 614.799.3677
dbnunley@dps.state.oh.us

Darren Price, Exercise Program Manager
Phone: 614.799.3660
deprice@dps.state.oh.us

Lisa Jones, Training Officer
(ICS Classes and Consortium Classes)
Phone: 614.799.3824
ljones@dps.state.oh.us

Susan Traylor, Training Officer
(FEMA G Courses and HazMat Courses)
Phone: 614.799.3666
sctraylor@dps.state.oh.us

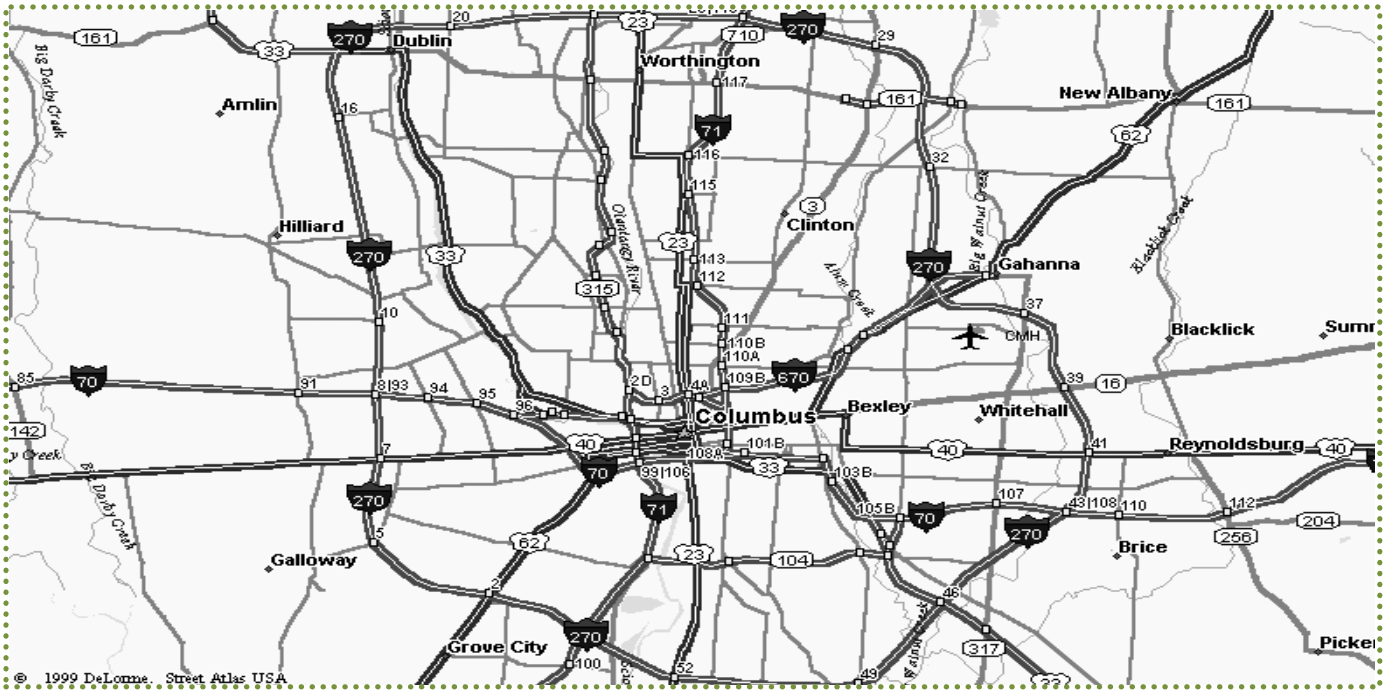
APPENDIX E: DIRECTIONS TO OHIO EMA

Directions to EMA from the East:
Take I-70 West to I-71 North to I-670 West to SR 315 North to SR.161 or Dublin Granville Road. Turn left (West) off SR 315 onto West Dublin Granville Road. Follow West Dublin Granville Road approximately two miles until you see the National Guard Armory on your left. Turn left to Ohio EMA

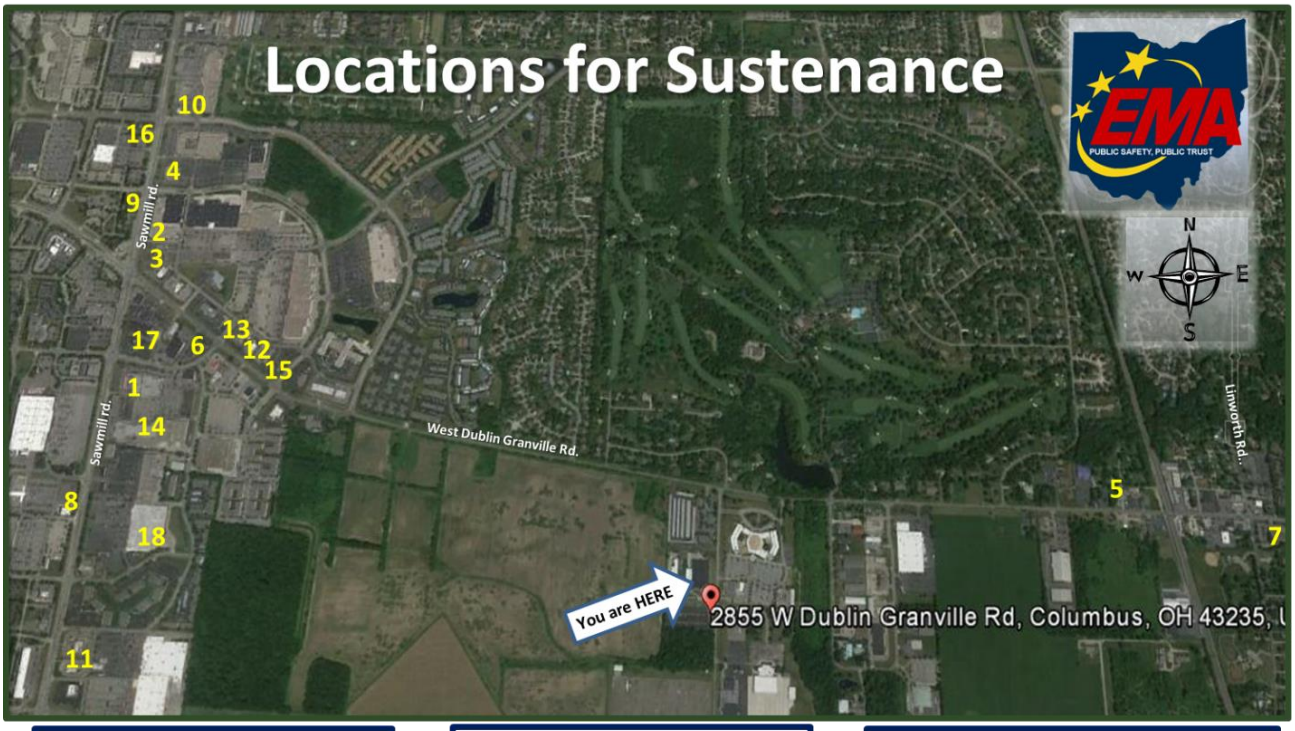
Directions to EMA from the South:
Take I-71 North to SR 315 North to SR.161 or Dublin Granville Road. Turn left (West) off SR 315 onto West Dublin Granville Road. Follow West Dublin Granville Road approximately two miles until you see the National Guard Armory on your left. Turn left to Ohio EMA

Directions to EMA from the West:
Take I-70 East to SR 315 North to SR 161 or Dublin Granville Road. Turn left (West) off SR 315 onto West Dublin Granville Road. Follow West Dublin Granville Road approximately two miles until you see the National Guard Armory on your left. Turn left to Ohio EMA
Take I-270 to Sawmill Road South to SR 161 or Dublin Granville Road. Turn left (East) onto West Dublin Granville Road. Follow West Dublin Granville Road approximately one mile until you see the National Guard Armory on your right. Turn right to Ohio EMA

Directions to EMA from the North:
Take I-71 South to 270 West to SR 315 South to SR 161 or Dublin Granville Road. Turn right (West) off SR 315 onto West Dublin Granville Road. Follow West Dublin Granville Road approximately two miles until you see the National Guard Armory on your left. Turn left to Ohio EMA



APPENDIX F: DINING ESTABLISHMENTS



1. Subway
2. Burger King
3. Cane's Chicken
4. Firehouse Subs
5. JT's Pizza
6. Chili's

7. Wendy's
8. Chic-fil-a
9. Piada
10. Chipotle
11. Arby's
12. McDonald's

13. Golden Corral
14. Asian Star Buffet
15. El Vaquero
16. Kentucky Fried Chicken
17. Panera
18. Starbuck's (in Target)