

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

Course: V-0001 - Virtual Tabletop Exercise Series (VTTX) – Earthquake Focus

Exercise Date & Location:

September 5, 2012, Virtual Exercise – Multiple Locations

Exercise Description:

This exercise is the first in a series of 12 Virtual Tabletop Exercises (VTTX) that will be offered monthly by the Emergency Management Institute (EMI). The VTTX involves key personnel discussing simulated scenarios in an informal setting, and can be used to assess plans, policies, training and procedures. This VTTX differs from other Tabletop exercises in that it will be conducted using Video-Teleconference (VTC) technology, and is intended to provide an opportunity for responders across the nation to simultaneously participate in a hazard-specific facilitated discussion. Lead facilitation for the exercise will be coordinated by EMI, with local facilitation provided by the participating agency. This format will allow the common delivery of exercise materials, scenarios, modules, and discussion questions among those participating in the exercise.

Benefit to the Emergency Management Community:

The VTTX is a pre-packaged set of exercise materials requiring reduced effort by participating organizations. The new/novel delivery method will allow participating communities to share real-time earthquake related preparation, response and recovery concerns, and solutions with all participants providing a unique environment for learning lessons and sharing information.

Exercise Goal:

This virtual exercise will enable the participants to exercise their knowledge, skills, and abilities needed to effectively conduct all-hazards emergency preparedness, response, and recovery. Overall goals include:

- 1.) Prepare participants for an earthquake affecting their community.
- 2.) Enable participants to better coordinate their response operations with counterparts from local governments, other State governments, Federal agencies, private sector organizations, and nongovernmental agencies.
- 3.) Leverage VTC technology to reach remote sites.
- 4.) Provide a virtual, experiential education environment to exercise and enhance critical response and recovery tasks.

This delivery method will allow participating communities to share real-time earthquake related preparation, response, and recovery concerns and solutions with all participants.

Exercise Length:

4 Hours. Start time is 12 p.m. EST and end time is 4:00 p.m. EST (to accommodate participants in multiple time zones).

Target Audience:

This VTTX is designed for Federal, State, and local emergency management, public safety, public works, public health, health care, government administrative, communications, military, private sector, non-governmental, and other whole community partners involved in an earthquake response and recovery.

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Exercise Design:

This VTTX is designed to engage the participants in a no fault, hazard-specific exercise discussion. The lead facilitation will occur via VTC from the EMI campus, and will be complimented by local agency facilitators at each VTC site.

The VTTX will be supported by an Exercise and Coordination Facilitation Guide, which will include all required logistical information (room layout, connection instructions, etc.), as well as facilitation and hot wash instructions.

The VTTX will consist of:

- A hazard awareness briefing on the scenario hazard.
- Three discussion modules presented by the EMI facilitator.
- Local discussion with guided questions facilitated by an on-site facilitator.
- Brief-outs from each participating location after each module.
- Hot wash conducted at each location after the VTC has ended.

Participation Requirements:

The VTTX will be limited to 10 locations per exercise. Participants must have an appropriate site equipped with VTC capability that can access the Federal Emergency Management Agency (FEMA) VTC site (connection information will be provided by EMI). Participating locations will be responsible for local exercise logistics, and should designate an exercise coordinator to implement the logistical requirements for the exercise. In addition, the location must provide a person capable of facilitating the on-site portion of exercise. Electronic copies of the related exercise materials (Exercise and Coordination Facilitation Guide, Situation Manual, agenda, etc.) will be provided in advance by EMI.

To Apply:

Locations interested in participating in the VTTX series should submit an email request to participate in the exercise to Todd Wheeler at Todd.Wheeler@fema.dhs.gov, phone (301) 447-1101; or Al Fluman at Al.Fluman@fema.dhs.gov, phone (301) 447-1299. Locations will receive a notice from EMI and will be provided with relevant logistical information and exercise materials to set up and facilitate the exercise locally.

The deadline for applying to participate in the V-0001 Exercise is August 13, 2012.

Schedule of future VTTXs:

October 19, 2012 (V-0002) – Winter Storm Focus (Prep for upcoming winter season)

November 14, 2012 (V-0003) – Chemical, Biological, Radiological, Nuclear and Explosive (CBRNE) – Explosive Focus (Non-seasonal)

December 12, 2012 (V-0004) – Highway Hazardous Materials Incident Focus (Non-seasonal)

January 16, 2013 (V-0005) – Tornado Focus (Prep for early season storms in March/April)

February 20, 2013 (V-0006) – Wildland Fire Focus (Prep for potentially dry season in March and other times of year)

March 13, 2013 (V-0007) – Flood Focus (Prep for April thaw and storms)

April 24, 2013 (V-0008) – Rail Hazardous Materials Incident Focus (Non-seasonal)

May 15, 2013 (V-0009) – Hurricane Focus (Prep for upcoming hurricane season)

June 26, 2013 (V-0010) – Mass Casualty Focus (Prep for upcoming vacation season)

July 10, 2013 (V-0011) – Fixed Hazardous Materials Incident Focus (Non-seasonal)

August 21, 2013 (V-0012) – CBRNE – Biological Focus (Anniversary of 9/11, plus new ideas and methods of attack)

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