



E9520 National Preparedness Symposium (NPS) Focus Group

Course Dates:

November 1–3, 2022

Travel Dates:

Travel days are Monday and Friday.

Course Length:

The Focus Group (Roundtable) meeting is 3 full days and runs from 8 a.m. until 4:30 p.m. each day.

Location:

Emergency Management Institute (EMI)
National Emergency Training Center (NETC)
16825 S. Seton Ave.
Emmitsburg, MD 21727

Description:

The Roundtable provides the opportunity for Federal, state, territorial, and tribal training and exercise officials to develop the 2023 NPS agenda and identify topics and speakers.

Goals:

The goal of the Roundtable is to develop the Symposium theme, mission statement, and objectives, as well as research and identify topics and speakers for the agenda. The Roundtable also assists in scheduling and hosting the plenary and breakout sessions.

Prerequisites:

There are no prerequisites.

Participant Requirements:

Roundtable participants are required to:

1. Attend the 3-day Roundtable meeting at EMI, November 1–3, 2022.
2. Attend E8520, the National Preparedness Symposium, May 23–25, 2023 (*Travel days on Monday and Friday*).

3. Participate in monthly (occasionally bi-weekly) conference calls.

4. Participate on sub-committees and perform some individual tasks as assigned by the Symposium Coordinator.

Target Audience/Selection Criteria:

Participation is limited to:

- State and territorial Emergency Management Training and Exercise Officers (STOs/ETOs)
- State Administrative Agency Training and Exercise Points-of-Contact (SAA TPOCs)
- Tribal Emergency Managers and Training and Exercise Staff
- FEMA Regional Training Managers and Regional Exercise Officers (RTMs/REOs)
- Federal Preparedness Coordinators (FPCs) and Deputy FPCs
- FEMA Regional Training and Exercise Staff
- National Exercise Division Staff
- National Training and Education Division HQ and Component Staff
- FEMA Training Partners
- Other National Preparedness Directorate Component Staff

To Apply:

Submit your application to [NETC Online Admissions Application](#) at

https://training.fema.gov/netc_online_admissions using course code E9520 and delivery date 11/1/2022. To complete the justification for attendance, please refer to the target audience/selection criteria above and indicate how you meet the requirements based upon your position and experience.

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Reasonable Accommodations:

If you need a reasonable accommodation (sign language interpreters, Braille, CART, etc.), please contact Dan Lubman at daniel.lubman@fema.dhs.gov.

Lodging is provided for Roundtable participants on the NETC campus. Participants staying overnight on campus are required to purchase a meal ticket for the duration of the training activity.

Notify the NETC Transportation Office at least 2 weeks prior to the Roundtable date to reserve a seat. Call (301) 447-1048, ext. 1113, or email FEMA-netc-housing@fema.dhs.gov.

EMI Point of Contact:

For additional information, contact the National Preparedness Symposium Coordinator, Dan Lubman, by email at daniel.lubman@fema.dhs.gov.

TRAINING OPPORTUNITY

No. 1743R

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