



Course: L0103 Planning: Emergency Operations

Course Dates:

February 13 - 14, 2020
8:00 am - 5:00 pm each day

Course Length:

This course is two days in length.

Training Location:

Washington University School of Medicine
Mid Campus Center, Room 1404
4590 Childrens Place
St. Louis, MO 63110

Course Description:

This course is designed to give basic concepts and planning steps to those new to the field of emergency management so that they may apply planning discipline and skills to challenges in their jobs. The course content includes Emergency Management Planning doctrine and steps to take to accomplish writing plans and using them to deal with special events, which are common challenges for all jurisdictions.

The content also derives from the Comprehensive Preparedness Guide 101, Developing and Maintaining State, Territorial, Tribal and Local Government Emergency Plans, and its six-step planning process and inclusive whole community philosophy. Likewise, doctrine from the Comprehensive Preparedness Guide 201, Threat and Hazard Identification and Risk Assessment (THIRA), is included in the course. Special event planning is then explained in the course, and table group activities to analyze plans for special events are conducted.

Course Goal:

The goals of this course are to promote effective emergency management planning practices and

to enhance planning skills through application exercises.

Prerequisites:

If a participant is taking this course as part of the Basic Academy, then he or she should take L0101, Foundations of Emergency Management, first (but not required). If a participant is taking this course on its own for its planning information and not in fulfillment of the Academy requirements, there are no prerequisites.

Continuing Education Units (CEU's):

EMI awards 1.6 CEUs for completion of this course.

Target Audience:

This course is intended for newly appointed emergency managers from Federal, state, local, tribal, and territorial emergency management agencies, and prospective professionals transferring from another discipline to emergency management.

To Apply:

Complete a FEMA Form 119-25-1, General Admissions Application form with student signature and signature of supervisor or sponsoring agency official. **Submit completed paper application and supporting prerequisites for the course to the State Emergency Management Training Office.**

Scan the QR Code, or click the link to download the application:



<https://training.fema.gov/Apply/>

TRAINING OPPORTUNITY

Out of State Students must obtain the approval and signature of their Sponsoring Organization and their State Training Officer.

Application Review:

In order to be evaluated for admission into this course, block #16 on the application form must be completed. Please refer to the Target Audience above and indicate how you meet the requirements based upon your position and experience.

Notice to Applicants for EMI courses:

Individuals applying for EMI classes will be required to register using the FEMA Student Identification (SID) number.

How do I obtain my FEMA SID number?

- Step 1: [Register](https://cdp.dhs.gov/femasid) (<https://cdp.dhs.gov/femasid>)
- Step 2: Click on the "Register for a FEMA SID" button on screen.
- Step 3: Follow the instructions and provide the necessary information to create your account.

EMI Point of Contact:

For additional information contact the course manager, [Jeff Januchowski](mailto:jeffrey.januchowski@fema.dhs.gov) at (301) 447-1383 or by email at jeffrey.januchowski@fema.dhs.gov.

How to Register for the Course:

<https://sematraining.com>

State of Missouri Training Point of Contact:

Laura Norris, State Training Officer
laura.norris@sema.dps.mo.gov
desk (573) 522-4098
fax (573) 526-9262

Lodging Information:

- [Home2Suites by Hilton St. Louis/Forest Park](#)
920 S Taylor Ave, St. Louis, MO 63116
(314) 531-4446
- [The Parkway Hotel St. Louis](#)
4550 Forest Park Ave, St. Louis, MO 63108
(314) 256-7777
- [Drury Inn & Suites St. Louis Forest Park](#)
2111 Iphur Ave, St. Louis, MO 63139
(314) 646-0770

Cost/Reimbursement Information:

There is **NO** funding support to attend this course. All travel and meal expenses will be on your own.

Priority of FEMA's Basic Academy Certificate:

Completion of all five courses collectively qualify a student for certificate of completion:

- **L101** Foundations of Emergency Management
- **L102** Science of Disaster
- **L103** Planning: Emergency Operations
- **L105** Public Information & Warning
- **L146** Homeland Security Exercise Evaluation Program (HSEEP)

Missouri's FEMA Basic Academy Offering:

- L101: October 28 - November 1, 2019 (5 days)
- L102: February 10 - 12, 2020 (3 days)
- L103: February 13 - 14, 2020 (2 days)
- L146: April 6 - 7, 2020 (2 days)
- L105: April 8 - 9, 2020 (2 days)

Priority will be given to those students seeking the full Basic Academy certificate who register for **all five courses** by September 6, 2019. After September 6, 2019 individual course registrations will be accepted on a case-by-case basis.

TRAINING OPPORTUNITY