Monthly Newsletter

Plans taking shape for 2022 National Preparedness Symposium

Plans are taking shape for the 2022 National Preparedness Symposium (NPS), hosted by the Center for Domestic Preparedness (CDP) in May.

The event will include nearly a dozen plenary and more than 30 breakout sessions, according to organizers.

The plenary sessions will include presentations about the National Qualification System by FEMA, weather threats by the National Oceanic and Atmospheric Administration (NOAA), cyber threats by the Cyber and Infrastructure Security Agency (CISA), and an open discussion about attendees' COVID-related challenges and successes.

Topics for the breakout sessions will include the National Risk Index (NRI) and Resilience Analysis and Planning Tool (RAPT); Integrating Law Enforcement and Emergency Management; Healthcare and Emergency Management; Tribal Nation Issues, to include grant administration and management; and Lessons Learned from Disasters, which will include discussions about the condominium collapse in Surfside, Florida, and the recent tornado in Mayfield, Kentucky.

The latest information about training offerings across FEMA and those of its partners in the National Domestic Preparedness Consortium and Rural Domestic Preparedness Consortium will also be available.

The annual event is scheduled May 10-12, 2022. The NPS is typically attended by about 200-250 emergency management administrators and trainers from across the nation.

The Center for Domestic Preparedness (CDP) will conduct system maintenance April 6-8. During this period all CDP web systems will be offline to include the CDP Website, Student Portal, and the FEMA Student Identification (SID) system. The nonavailability of the FEMA SID system will also impact several EMI systems and cause interruption in service to the EMI Independent Study (IS) testing site, Student Training Asset Repository (STAR), Instructor Materials Download Application (IMDA) and the NETC online admissions system during this maintenance window. We apologize for the inconvenience and recommend proactive planning for this downtime.

Instructor-Led Versions of IS-0100, IS-0200.c, IS-0700.b, and IS-0800.d are now editable. The PowerPoint visuals for IS-100 (ICS-100), IS-200 (ICS-200), IS-700 (National Incident Management System), and IS-800 (National Response Framework) are now available as unlocked, editable files on the Independent Study Course site. The materials are available under the "Classroom Materials" link for each course. Students will need to complete the course exam through the Independent Study site in order to receive a completion certificate.

News from the EMI Branches

Preparedness:

EMI Preparedness Branch seeks State Training Officer (STO) Input on updated Process for Train-the-Trainer (TTT) course applications; Incident Command System (ICS) and Position Specific. EMI's Preparedness Branch is seeking STO input on a proposed revision in the method of applying for ICS TTT courses. The new process would mirror the process used by the Emergency Management Professional Program Advanced, and Executive Academies. The process will include a resume, proof of prerequisites, and required STO or equivalent endorsement. This application is more robust than the standard application form (119-25-1). These applications would be due to EMI by 4 ½ months prior to a course start date to allow selections to be made 4 months prior to a course start date.

There are two reasons that Preparedness Branch is considering this change. First, EMI receives a lot of incomplete Train-the-Trainer applications. The new approach would make the prerequisite requirements clearer to both applicants and the STOs. This should reduce the number of unqualified applicants that must be screened by the STOs and EMI.

Second, the current timeline for considering applicants often runs right up to a course start date. In several instances courses were cancelled on short notice because there were not enough qualified applicants to conduct the course. Moving the selection timeline back to 4 months prior to a course will ensure that deliveries with insufficient students are identified before EMI has already contracted instructors for the delivery. Overall, this method will allow for further advance notice of student acceptance and improved planning and resourcing for deliveries.

Please send any comments on this proposal to the Preparedness Branch, c/o Russ Flick *russell.flick@fema.dhs.gov*

Current System	Proposed Update
Student Applies through the *NETC Online Admissions System* (NLT 6 weeks prior to class)	Students submit packages outlining their qualifications to attend between 6 and 4½ months prior to the course
STO or equivalent endorses the applicant	STO or equivalent endorses the applicant
Application is screened by EMI for acceptance	Completed packages screened for acceptance by EMI NLT 4 months prior to class
Student is accepted or rejected	Student is accepted or rejected
Accepted students complete the course (need to pass all exams and practical exercises)	Accepted students are given a code which allows them to register on the *NETC Online Admissions System* for the selected class
	Accepted students complete the course (need to pass all exams and practical exercises)

National Incident Management System (NIMS) ICS Position Specific TTT Candidates – Applying Successfully

To help prospective instructor candidates receive acceptance to the new virtual deliveries of the train-the-trainer (TTT) for the National Incident Management System (NIMS) Incident Command System (ICS) Position Specific, we want to provide some "dos and don'ts".

- **Do** review EMI Training Opportunity No. 1670R (*https://training.fema.gov/EMIGrams/2021/1670%20-%20Training%20Opportunity%20-%20REVISED%20-%20%20NIMS%20ICS%20Position%20Specific%20TTT%20Courses%20for%20Academic%20Year%202022.pdf?d=9/20/2021*) released September 20, 2021 for all of the information about the offerings target audience, selection criteria, prerequisites, and other critical information.

- **Do** include information in block #16 on the application form (or the "Briefly describe your activities/responsibilities" block in the online admission form) describing your operational and instructional qualifications for the course you are applying.

- **Do** include copies of prerequisite course completion certificates or transcripts in your on-line application.

- **Do** Application Endorsements:

  - Your "Authority Having Jurisdiction" training officer must endorse your application.

    - For state/local/tribal/territorial students – this is your State Training Officer (STO) or equivalent – contact your State/Tribal/Territorial Emergency Management Agency.

    - For Federal agency students – this is your agency training coordinator.

  - For paper applications (FEMA Form FF-USFA-FY-21-101 (formerly 119-25-0-1) – this is block 23a thru 23d.

  - For online applications, this is the "Head of Organization Information" block.

<u>Applications without proper documentation or endorsement will be discarded and not reconsidered.</u>

- **Don't** skip any of the steps above or you will not be selected to attend the course for which you are applying.

Mitigation:

Building Science - E0386 and E2460 - Building Science has two courses scheduled for April and May 2022. The upcoming E0386 Residential Coastal Construction pilot is offered April 25-28, 2022, at EMI. The course is updated and will provide a comprehensive approach to planning, designing, constructing, and maintaining homes in the coastal environment. The E2460 Advanced Building Science Series I Training course is scheduled at EMI for May 9-12, 2022. This course offers mitigation strategies for wind and flood challenges communities' encounter. Registration for both courses is currently open via the NETC Online Admissions system

Reminder - The 2022 Host Application for L0363 Multi-hazard Emergency Management for Higher Education process is in progress. **Applications must be prioritized and received by EMI from the FEMA Regional Offices by March 15, 2022.** The FEMA Regional Offices should submit the applications packets via email to *FEMA-EMI-MIT@fema.dhs.gov*. Training Bulletin No. 1698 gives detailed information on the application submission process. Training Bulletin No. 1698 L0363 2022 Application (*https://training.fema.gov/emigrams/2022/1698-training%20bulletin-l0363%202022%20application%20ms.pdf?d=1/10/2022*)

Hazard Mitigation Planning – EMI is currently processing requests for the L0318 Local Hazard Mitigation Planning, please note requests should be submitted a minimum of 60 days prior to desired delivery date. Instructor support for this course is coordinated through the Hazard Mitigation Planning Office and requires coordination time and relies on

instructor availability. At this time, all virtual deliveries of this course (K0318 is offered as a 5-day virtual, instructor-led course) will be coordinated by the Program Office and scheduled based on instructor availability, therefore all requests for a VIRTUAL delivery must be requested through *FEMA-Mitigation-Planning@fema.dhs.gov*. The Program Office is working hard to meet the needs of your community and is in the process of planning additional "National" deliveries of this course open to 50 attendees per offering. We look forward to sharing these dates as soon as coordination is completed.

Emergency Management Professional Program (EMPP):

The application period for the Advanced Academy, Executive Academy, and Master PIO Program opens on April 1, 2022. For information on the application requirements, please visit:

How to Apply to the National Emergency Management Advanced Academy
(*https://training.fema.gov/empp/applytoadvancedacademy.aspx*)

National Emergency Management Executive Academy - Apply
(*https://training.fema.gov/empp/applytoexecutiveacademy.aspx*)

Master Public Information Officer Program (*https://training.fema.gov/programs/pio/masterpio.aspx*)

EMPP courses scheduled in the field (L), on campus (E), or online (K) in the month of March 2022

Basic Academy Course Number	Location	Dates
L0105	CA	March 1-3, 2022
K0146	Online at EMI	March 1-3, 2022
K0103	Online at EMI	March 1-4, 2022
K0146	Online at EMI	March 7-10, 2022
L0101	AZ	March 7-11, 2022
L0101	SC	March 7-11, 2022
L0146	IN	March 8-9, 2022
L0102	VA	March 8-10, 2022
L0105	NV	March 8-10, 2022
L0102	WA	March 14-16, 2022
L0102	AR	March 14-16, 2022
L0103	AR	March 17-18, 2022
L0103	VA	March 17-18, 2022
L0103	WA	March 17-18, 2022
E0102	EMI	March 20-22, 2022
L0110	MA	March 21-24, 2022
K0102	Online at EMI	March 21-28, 2022
L0146	NY	March 22-23, 2022
E0105	EMI	March 23-25, 2022
K0105	Online at EMI	March 28-30, 2022
L0105	OR	March 28-30, 2022
L0103	OR	March 31-April 1, 2022

PIO Program Course Number	Location	Dates
L0388	KY	March 28-April 1, 2022

Advanced Academy Course Number	Location	Dates
E0453*	Emmitsburg, MD	March 7-11, 2022

Executive Academy Course Number	Location	Dates
E0680**	Emmitsburg, MD	February 28-March 3, 2022

* Only open to accepted Advanced Academy students

** Only open to accepted Executive Academy students

If you are interested in hosting a field delivery of the Advanced Academy in 2023, please notify the Advanced Academy Program Manager, Mr. Doug Kuhn, at *douglas.kuhn@fema.dhs.gov*.

The Basic Academy is seeking regional partners to host the L0110 Train-the-Trainer course. Any interested RTMs please contact Jeff Januchowski *jeffrey.januchowski@fema.dhs.gov* or Rich Bashioum *richard.bashioum@fema.dhs.gov*.

Integrated Emergency Management (IEM):

Master Exercise Practitioner Program (MEPP). The Fiscal Year (FY) 2023 MEPP application period is approaching. May 1-July 1, 2022. Dates for FY 2023 will be posted in April of 2022. Information on how to apply can be found on the MEPP Application webpage: (*https://training.fema.gov/mepp/howtoapply.aspx*). Applications should be submitted using the new NETC Online Application System (*https://training.fema.gov/netc_online_admissions/*)

Ask a Course Manager?

What are the EMI Course Codes and what do the different codes mean?

To identify where the different courses are offered, the following course codes are used:

E – Resident courses held at the NETC campus

G – State/Local/Tribal field-delivered courses

IS – Independent Study courses

K – Resident courses held via Adobe Connect, MS Teams, or Zoom

L – Resident courses held offsite

V – Resident courses held via Video Teleconference (VTC)

For More Information:

- EMI Course Catalog
  (*https://www.firstrespondertraining.gov/frtserver/catalogs/EMI_course_catalog.pdf?_=1603823874749*)
- EMI Course Schedule
  (*https://training.fema.gov/emicourses/schedules.aspx*)
- EMI Programs and Activites
  (*https://training.fema.gov/programs*)
- State Training Officers Contact List
  (*https://training.fema.gov/programs/aps/stolist.aspx*)
- Independent Study Program FAQs (*https://training.fema.gov/is/isfaq.aspx*)
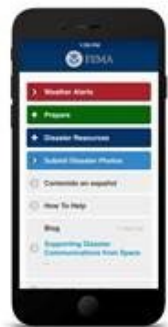
Current Training Opportunities:

Please refer to the **EMI Course Schedule** (*https://training.fema.gov/emicourses/schedules.aspx*) for a complete list of upcoming course offerings.

EMI Program Points-of-Contact:

EMI Branch	Email
EMPP	empp@fema.dhs.gov
IEM	fema-emi-iemb@fema.dhs.gov
Mission Support	fema-ms-branch@fema.dhs.gov
Mitigation	fema-emi-mit@fema.dhs.gov
Preparedness	fema-emi-prepbranch@fema.dhs.gov
Response & Recovery	fema-emi-RandR@fema.dhs.gov
General EMI Inquiries	emiactionoffice@fema.dhs.gov
Independent Study	independent.study@fema.dhs.gov
NETC Admissions	netcadmissions@fema.dhs.gov

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