Monthly Newsletter

EMI Overview for State Training Officers (STO) and Regional Training Managers (RTM), October 24-25, 2022

EMI will host the second offering of the virtual STO/RTM EMI Orientation Webinar on October 24-25, 2022, from 1:00 – 4:00 p.m. EST, both days. The revised webinar is two days long and will cover EMI-specific information on EMI Training and Education, procedures, systems, and points of contact to new STOs and RTMs. Due to the amount of information that is included in the webinar, EMI increased the total time to six hours. This will be delivered as two 3-hour webinars over consecutive days. The extended webinar will provide sufficient time to cover all the material, as well as offering an opportunity to go into select topics in greater detail. The link for each day is below. Please note that each day has a separate link.

Monday, October 24th	Tuesday, October 25th
Join ZoomGov Meeting https://fema.zoomgov.com/j/1600657971 Meeting ID: 160 065 7971 Passcode: 285018 One tap mobile +16692545252,,1600657971#,,,,*285018# US (San Jose) +15512851373,,1600657971#,,,,*285018# US Dial by your location +1 669 254 5252 US (San Jose) +1 551 285 1373 US +1 646 828 7666 US (New York) +1 669 216 1590 US (San Jose) Meeting ID: 160 065 7971 Passcode: 285018 Find your local number: https://fema.zoomgov.com/u/aePNHSCfq	Join ZoomGov Meeting https://fema.zoomgov.com/j/1617719037 Meeting ID: 161 771 9037 Passcode: 542318 One tap mobile +16692545252,,1617719037#,,,,*542318# US (San Jose) +15512851373,,1617719037#,,,,*542318# US Dial by your location +1 669 254 5252 US (San Jose) +1 551 285 1373 US +1 646 828 7666 US (New York) +1 669 216 1590 US (San Jose) Meeting ID: 161 771 9037 Passcode: 542318 Find your local number: https://fema.zoomgov.com/u/abGhv81m2k

If you have any questions regarding the agenda for the next webinar, please feel free to email me at _daniel.lubman@fema.dhs.gov._

EMI is Seeking Participants for The National Preparedness Symposium (NPS) Focus Group (Roundtable)

EMI is hosting the 2023 NPS, May 23–25, and currently seeking eligible participants for the NPS Roundtable. 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. The Roundtable meeting will take place at EMI, Tuesday, October 18 thru Wednesday, October 20, 2022. Currently, there are no plans for virtual participation. Please refer to the Training Opportunity for participation requirements and selection criteria. Interested and eligible participants, please submit you application to Submit your application to the [NETC Online Admissions Application](https://training.fema.gov/netc_online_admissions) (*https://training.fema.gov/netc_online_admissions*) using course code E9520 and delivery date 10/18/2022. To complete the justification for attendance, please refer to the target audience/selection criteria above (or in the training announcement) and indicate how you meet the requirements based upon your position and experience.

Exciting News Regarding Upcoming Changes to the National Emergency Training Center (NETC) Online Admissions System

In the coming weeks, EMI, in concert with the NETC Admissions office, will roll out a new functionality to the online admissions system. This new capability provides EMI course managers with the ability to set up a course in the course schedule management system with a "coupon" or "invitation only" code. Course managers will provide the custom code to the eligible student in advance of registration. When the student successfully enters the code into the admission system, the course will be visible, and the student will be able to apply for the course.

A job aid for this new functionality is under development, and in the next several weeks, EMI's Bob Patrick will host several webinars that will explain the new capability and how you can employ this for your courses.

News from the EMI Branches

Preparedness:

NIMS ICS Position Specific Course Completion Package Process Change: Beginning September 1, 2022, EMI's Preparedness Branch will require course completion packages be submitted within 10 business days of course delivery. This is in response to stakeholder feedback and to improve the efficiency of the certification process for Position Specific courses delivered as indirect/local ("L" deliveries).

At the end of the course delivery, the State Training Officer and Point of Contact will receive an email inquiring of the course outcome (i.e., was the course completed, cancelled, moved, etc.) and request the course completion packet be submitted for certification within 10 business days. This submission can be done either electronically to the group inbox *emi-nims-icstraining@fema.dhs.gov* or hard copies to NETC Admission per the current job aid.

As a result of recent staff additions to the Preparedness Branch, improvements in the course approval process and the post pandemic increase in course requests and deliveries, we hope to significantly reduce the time for course certification and course close-outs within the NETC Admissions system.

Thank you in advance for your efforts to help us provide certificates to students quicker.

Mitigation:

Hazard Mitigation Planning: Hazard Mitigation Planning Program Office update on: L/K0318 *Local Hazard Mitigation Planning* and L0329 *State Hazard Mitigation Planning*. These courses are still being updated to incorporate State Mitigation Planning Policy Guide (FP 302-094-2) (*https://www.fema.gov/sites/default/files/documents/fema_state-mitigation-planning-policy-guide_042022.pdf*) and Local Mitigation Planning Policy Guide (FP-206-21-0002) (*https://www.fema.gov/sites/default/files/documents/fema_local-mitigation-planning-policy-guide_042022.pdf*). We anticipate release of the updated courses around the end of this calendar year.

Floodplain Management: Seats are available! An offering of E0273 Managing Floodplain Development through the National Flood Insurance Program (NFIP) is scheduled from December 5-8, 2022, on the EMI campus. This course provides local, state, tribal, territorial, and Federal officials with the knowledge and skills to administer and enforce floodplain management regulations. The course focuses on the NFIP and concepts of floodplain management, flood maps and studies, ordinance administration, and the relationship between floodplain management and flood insurance. Applications for this offering will be processed thru the NETC Online Application system.

L0363 Multi-Hazard Emergency Management for Higher Education: We are still accepting applicants for the final FY22 offering of L0363 Multi-Hazard Emergency Management for Higher Education. The offering is scheduled September 27-29, 2022, at Xavier University in Cincinnati, OH. Personnel from institutions of higher education and their community emergency management partners who have responsibilities for creating, reviewing, implementing, and exercising emergency operations plans (EOPs) for campuses are invited to participate in this three-day course. The prerequisite for this course is IS-100.

Please contact Morgan Peterson, Operations Manager for Hamilton County, (513) 263-8102 to enroll.

Building Science: The following course offerings have been **cancelled:**

- E0312 Fundamentals of Building Science: Multi-Hazard Design and Mitigation Concepts course scheduled for November 28-December 1, 2022, has been cancelled. The next offering is scheduled for September 25-28, 2023.

- E0386 Residential Coastal Construction course scheduled for October 31 - November 3, 2022, has been cancelled. The next offering is scheduled for February 27-March 2, 2023.

If you have any questions, please contact the EMI Mitigation Branch at *FEMA-EMI-MIT@fema.dhs.gov*.

Hazard Mitigation Assistance (HMA): HMA and EMI will be suspending the scheduling of any **new** deliveries of 0212 *Hazard Mitigation Assistance: Developing Quality Sub-Application Elements*; 0213 *Hazard Mitigation Assistance Application Review and Evaluation*, and 0214 *Hazard Mitigation Assistance Project Implementation and Programmatic Closeout* courses, during the months of **October and November.** During this time the training team will be reviewing all the deliveries of the last year and making any needed adjustments and improvements to the curriculum before hosting additional deliveries. We are still accepting training requests during this time for the December 2022 and after timeframe. Please continue to use the standard EMI course request form or contact *FEMA-hazardmitigationassistance-training@fema.dhs.gov* or *FEMA-EMI-MIT@fema.dhs.gov* for these requests.

To support high-demand training requests, an additional resident offering of E0212 *Hazard Mitigation Assistance: Developing Quality Application Elements* has been added on the EMI campus for November 28–December 1, 2022. Applications will be accepted until class capacity has been met. Additionally, two virtual National offerings of this course (K0212) have been added to the EMI schedule. Virtual deliveries are scheduled for January 30–February 3, 2023, and June 5–9, 2023. Applications for any of these offerings will be processed thru the NETC Online Application system. Individuals needing this course to complete a PTB requirement are required to coordinate course enrollment via their cadre management and refrain from using the NETC Online Application System to avoid application cancellations.

Response and Recovery:

The Response and Recovery Branch staff are working on updates for the online Course Catalog which will be provided to the Curriculum Standards and Instructional Technologies (CSIT) Liaison no later than 26 August.

Mark Myers is working with the Community Services Program Office (part of FEMA Individual Assistance) regarding the renewal of the Interagency Reimbursable Work Agreement with the Substance Abuse and Mental Health Services Administration (SAMHSA) of the Department of Health and Human Services which governs SAMHSA's administration of the Crisis Counseling Grants Program (CCP) provided to FEMA during disasters. The agreement also addresses the training requirements supporting the programs that are carried out by the Emergency Management Institute. I am awaiting feedback from the EMI legal counseling regarding language in the agreement.

Response and Recovery delivered the 2-day virtual K0419 Shelter Field Guide for State and Local Communities on 23-24 August. This was the 14th delivery of the K0419 for FY 2022. EMI has trained more than 250 students in the use of the Shelter Field Guide in this FY.

The Response and Recovery Branch will be piloting the virtual version of the K0289 State Volunteer and Donations Management Course in September 2022. The virtual format of the class will be hosted on the Adobe platform and will be 5 hours/day for 5 days. This format will provide additional flexibility to SLTT students who need to receive essential Volunteer and Donations training. Work continues on the K0289 Virtual Course adaptation. An Adobe Room has been created, an exam link has been created and proctored, student download materials have been uploaded to the Adobe Room, a Delivery Plan is complete, supporting documents to include IACET credit are being submitted for approval and a Training Opportunity has been submitted for the approval for the Pilot Delivery. An instructor call was held on 8/17 to familiarize instructors with the Adobe Room. A follow-up call with the instructors will be held on 9/6 to review content on the platform and discuss breakout sessions.

The Response and Recovery Branch is working with the Mass Care/Emergency Assistance (MC/EA) Program Office on the development of an Independent Study Course titled Shelter Operations Management that will be approximately 7 hours in length. The course will be designed to provide basic sheltering guidance to include the roles and best practices in sheltering. The Procurement Office transferred responsibility for this procurement to another Contracting Specialist (CS) in PRISM. According to the newly assigned CS, the effort is on track and a contract should be awarded prior to the end of the FY.

The Response and Recovery Branch is working with the Public Assistance (PA) Program Office on the development of an in-person, instructor-led Preliminary Damage Assessment course that will be 2-3 days in length for SLTT partners. Completion of the course is expected to take approximately 9-12 months once funding is committed, and a contract is awarded. The Procurement Office transferred responsibility for this procurement to another Contracting Specialist (CS). According to the newly assigned CS, the effort is on track and a contract should be awarded prior to the end of the FY.

Jeff Snyder conducted a pilot delivery of the L0208 State and Tribal Coordinating Officer course in Region 9, August 22nd to 26th, 2022.

Integrated Emergency Management:

Virtual Tabletop Exercises (VTTX): The Fiscal Year 2023 VTTX schedule will be published via training bulletin in the coming weeks. Please look out for that bulletin once published.

Advanced-level Exercise Courses: There are still spaces available in the upcoming E0139 Exercise Design/Development and E0050 Exercise Control and Simulation course at the NETC. These courses are held during

the same training week, Monday through Thursday, with E0139 on Monday/Tuesday and E0050 on Wednesday/Thursday. Applicants should plan on attending both the E0139 and E0050 courses during the week.

Dates: October 17-20, 2022; January 9-12, 2023; and September 11-14, 2023

Course Description: These courses are designed to expand your knowledge of exercise design and development and Control and Simulation, consistent with the Homeland Security Exercise and Evaluation Program (HSEEP) doctrine.

- Categorize the types of exercises defined by HSEEP and understand the differences and commonalities.
- Demonstrate the basic components of an exercise program and examine how those components support exercise development.
- Describe the audience and purpose of the key exercise design and development planning documents, develop those products in class as part of Exercise Planning Team.

Course Length: This course is two (2) days in length, eight (8) hours each day or four (4) days, four (4) hours each day for the virtual offerings. This is the first of a two-part course being delivered consecutively (E0050). If you apply for the in-person E0139 please also apply for E0050 (currently, there is no virtual offering of 0050). If you only wish to attend **ONE** course, you will be responsible for your own transportation to and from EMI.

Location: Emergency Management Institute (EMI) National Emergency Training Center (NETC), Emmitsburg, Maryland

Target Audience: Ideal candidates will have 1-3 years' experience designing and conducting emergency management exercises consistent with the HSEEP Doctrine.

Prerequisites: E/L/K0146 HSEEP and IS-120.c An Introduction to Exercises

Emergency Management Professional Program (EMPP):

The EMPP Academies and the PIO Program continue with a full slate of course offerings around the country this month.

Here is a list of courses scheduled in the field (L), on campus (E), or online (K) in the month of September 2022:

Basic Academy Course Number	Location	Dates
K0105	Online	September 6-9
L0146	IN	September 7-8
L0103	GA	September 12-13
K0105	Online	September 12-16
K0101	Online	September 12-23
K0105	Online	September 19-21
L0101	AL	September 19-23
L0101	ID	September 19-23
L0105	IL	September 20-22
L0105	KS	September 20-22
L0102	ME	September 26-28
K0105	Online	September 26-30
L0105	UT	September 27-29
L0103	ME	September 29-30

PIO Program Course Number	Location	Dates
L0388	TX	September 12-16
E0394	Emmitsburg, MD	September 19-22

The Basic Academy is seeking regional partners to host the L0110 Basic Academy Train-the-Trainer course in Fiscal Year 2023. Any interested training partners please contact Jeff Januchowski, *jeffrey.januchowski@fema.dhs.gov* or Rich Bashioum, *richard.bashioum@fema.dhs.gov*.

Ask a Course Manager?

Who do I notify if there is or will be a change of State, Territorial, or Tribal Training Officer or staff?

EMI routinely updates our State, Territorial, ad Tribal Training Officer contact list. Our Superintendent's Business Office maintains the list and will update the list whenever notified of a change. The list also tracks regional and state training staff other than the Training Officer or Regional Training Manager. The list includes contact information for everyone identified and any group email addresses that are available. The list EMI maintains is separate from the list located on the firstrespondertraining.gov site.

EMI is continuously updating the STO contact list, and we are asking for your help. If you have an alternate or staff member to contact in the event of your absence, or to make changes to the list, please submit the individual's contact information, including email and phone number to: EMI Action Office at *emiactionoffice@fema.dhs.gov*.

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.

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*)

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
G-course Program	fema-G-course@fema.dhs.gov
General EMI Inquiries	emiactionoffice@fema.dhs.gov
Independent Study	independent.study@fema.dhs.gov
NETC Admissions	netcadmissions@fema.dhs.gov

Follow and participate with EMI on *Twitter* (https://twitter.com/FEMA_EMI), *Facebook* (https://www.facebook.com/FEMAEMI), and *LinkedIn* (https://www.linkedin.com/showcase/fema-training).

WEATHER THE STORM
DOWNLOAD THE FEMA APP

⚡ ALERTS   ✓ SAFETY TIPS

➕ SHELTERS   PHOTOS