

Disaster Resistant California Community Colleges

Training Matrix Appendix



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History of SEMS and NIMS

In 1993, California Senate Bill 1841 (Government Code 8607) established the Standardized Emergency Management System (SEMS). All State agencies must use SEMS. Counties, Special Districts and local governments within California are strongly encouraged to use SEMS and complete all training requirements. They must use SEMS, as well as, meet the SEMS compliance and training requirements in order to be eligible for State reimbursement following a State or Federally declared emergency.

In 2004, the Department of Homeland Security released the National Incident Management System (NIMS) as required by Homeland Security Presidential Directive 5 (HSPD-5), "Management of Domestic Incidents." NIMS, based largely off of SEMS, is intended to improve response operations through the use of the Incident Command System (ICS) and other standard procedures and preparedness measures. All Federal, State, County, Special Districts and Local government agencies are required to implement NIMS and meet the NIMS training requirements.

Why Should District and College Personnel Take SEMS, NIMS and ICS Training?

The required training courses will assist personnel by providing a basic understanding of SEMS, NIMS and ICS. Everyone that will be involved in a direct or support role during any emergency must understand the command reporting structures, common terminology and how the district or college will respond to a variety of emergencies.

The intermediate and advance required training courses will assist personnel that will be managing the emergencies and/or emergency responses at the district and/or college until other emergency assistance arrives. Everyone directly involved in managing an emergency should understand the command reporting structures, common terminology and roles and responsibilities inherent in a response operation. Additionally, personnel directly involved in managing an emergency, executive personnel, and elected officials must also understand how to and who will be interacting with multiple jurisdictions and agencies during an incident.

Defining Key Personnel

The California Emergency Management Agency (CalEMA), the U.S. Departments of Homeland Security, and the U.S. Department of Education recommend ***all key personnel*** involved in Higher Education Institutions, emergency management, and incident response take the SEMS/NIMS/ICS training courses and support the implementation of NIMS. Because every Higher Education Institution is unique, and works from different operations and management structures, ***key personnel*** will vary from one college community to another college community. Therefore, Higher Education Institution emergency management teams should use their discretion to identify ***all key personnel*** at each of their institutions.

Training Recommendations

The State and Federal agencies listed above state that Higher Education Institutions should identify *all key personnel* to receive training based on their roles and responsibilities in the overall emergency management program as well as the specific responsibilities related to emergency preparedness, incident management, or response.

For the California Community Colleges, these personnel will belong to one of the following groups: 1.) General Personnel, 2.) Critical Personnel, 3.) Key Personnel, 4.) Leadership Personnel, 5.) Executive Personnel, and 6.) Elected Officials.

Below are brief descriptions of each group:

- **General Personnel:** Personnel with any role in emergency preparedness, incident management, or response such as faculty and educators, school resource officers, and counselors.
- **Critical Personnel:** Personnel with a critical role in response such as key campus emergency management and emergency response teams, such as police staff, environmental health staff, and risk management staff.
- **Key Personnel:** Personnel that are key members or will fill in for key members of the Incident Command System structure of a campus or district Emergency Operations Center as well as those performing critical emergency response functions or roles on campus grounds or in the field.
- **Leadership Personnel:** Personnel with a leadership role and are typically obligated to command and manage during incident response in the absence of traditional incident response personnel such as District or Campus Police Chief, Facilities Director, and other Directors (Person(s) that would act as Campus or District Incident Commander).
- **Executive Personnel:** Personnel that are at an executive level in the organization and are responsible for policy making, implementation and monitoring during an incident.
- **Elected Officials:** Personnel that are elected and that will not be directly involved with the emergency response but will have a role in policy making and will have concerns related to the overall well-being of the college/district and its constituency.

DRCCC Training Matrix Course Descriptions

SEMS Introduction

This course focuses on a basic introduction to explain how the Standardized Emergency Management System (SEMS) is intended to work. This General System Description provides an overview of the entire system and the general interactions between levels of governments using the SEMS system. The course also provides an overview of each of the SEMS levels: field response, local government, operational area, regional and state and the SEMS functions.

SEMS Emergency Operations Center (EOC)

This course focuses on the five Standardized Emergency Management System (SEMS) functions within an Emergency Operations Center, or Department Operations Center. Emphasis is placed on “position-specific/hands-on” training. Illustrations and discussion relative to the specific relationships between SEMS levels is also an integral part of this training experience.

SEMS Executive

This course is intended for executives, administrators, and elected officials and provides a background of Standardized Emergency Management System (SEMS) focusing on compliance issues. Participants are presented with an overview of SEMS principles with a concentration on executive roles in a SEMS organization, and the need for executive support to effectively implement SEMS.

ICS 100 HE : Introduction to the Incident Command System for Higher Education

This course introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features, principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

ICS 200: Incident Command System for Single Resources and Initial Action Incidents

This course is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). This course provides training on and resources for personnel who are likely to assume a supervisory position within the ICS.

ICS-100 is a pre-requisite for the ICS-200 course.

ICS 300: Intermediate Incident Command System

This course provides intermediate level training of the Incident Command System (ICS) and provides the foundation for advanced level ICS training. This course describes the incident/event management process for expanding incidents and supervisors using ICS when emergencies require additional resources. The course also describes Unified Command, Incident Resource Management, Operational

briefings, transfer of command, how to develop an Incident Action Plan and demobilization. The course also includes practical scenarios and exercises.

ICS-100 and ICS-200 are pre-requisites for this course.

ICS 400: Advanced Incident Command System

This course provides advanced level training of the Incident Command System (ICS) and it is designed to enable personnel to operate efficiently during a complex incident or major emergency within ICS. This course provides training on the definitions, components and applications of Area Command and Multi-Agency Coordination (MAC) in a complex and/or major emergency. The course includes practical exercises and also provides the distinctions between Unified Command, Area Command and Multi-Agency Coordination.

ICS-100, 200, and 300 are pre-requisites for this course.

ICS 402: NIMS Executive

This course is designed for executives, administrators, and policy makers. It provides a basic understanding of the Incident Command System (ICS), unified command, and multi-agency coordination. This course is intended as a system overview for those responsible for setting or implementing policy, but who are not normally part of the on-scene ICS organization and who may also lack incident management experience at the operational level.

ICS 700: Introduction to NIMS

This course introduces the National Incident Management System (NIMS). It explains the purpose, principles, key components and benefits of NIMS.

Course Objectives:

1. Identifies the benefits of using the Incident Command System (ICS) as the national incident management model
2. Describes the benefits of using a Joint Information System (JIS) for public information and crisis communications
3. Describes the advantages of common communication and information management systems
4. Identifies the ways in which NIMS affects preparedness
5. Describes how NIMS affects how resources are managed
6. Explains how NIMS influences technology and technology systems
7. Describes the purpose of the NIMS Integration Center

ICS 800B

This course introduces the National Response Framework, (NRF), describes how the Federal Government will work in concert with State, local, and tribal governments and the private sector to respond to disasters.

Course Objectives:

1. Describes the purpose of the NRF
2. Will teach you how to locate information within the NRF
3. Describes the roles and responsibilities of entities as specified in the NRF
4. Identifies the organizational structure used for NRF coordination
5. Describes the field-level organizations and teams activated under the NRF
6. Identifies the incident management activities addressed by the NRF

SEMS/NIMS/ICS Combined Course

This course consists of an introduction to the Incident Command System (ICS), Standardized Emergency Management System (SEMS), and the National Incident Management System (NIMS). By the end of this course participants will have completed the SEMS Introduction, ICS 100, ICS 200, and ICS 700.

Course Objectives: At the end of this course participants will be able to:

1. Provide an overview and comparison of ICS, SEMS, and NIMS
2. Identify the benefits of using these systems for incident and emergency management
3. Identify the organizational principles of these systems
4. Be prepared to respond as a Disaster Service Worker in the event of an emergency or disaster