



Maryland Emergency Management Training Classes 2018

This list contains classes developed by the Federal Emergency Management Agency Emergency Management Institute (EMI), which can be delivered by the Maryland Emergency Management Agency.

The EMI designates these classes as “G” classes, its code for classes delivered by state and local agencies. Other codes designate classes delivered by EMI either in local jurisdictions or at the EMI in Emmitsburg, MD.

Agencies and jurisdictions which desire to present this training should contact the Maryland Emergency Management Agency Training and Exercise Branch at 410-517-3600.

For information about classes scheduled for delivery, consult the MEMA Learning Management System course calendar, located at <<https://memamaryland.csod.com>>.

“G” Courses Available through the Maryland Emergency Management Agency

G0108 Community Mass Care and Emergency Assistance

This course provides training for local communities to prepare for and manage the Mass Care/Emergency Assistance (MC/EA) functions effectively. The goal is to prepare community agencies, organizations, and businesses to work together in coordination with emergency management and traditional MC providers to plan and provide MC/EA services to those affected by disaster.

G146 Homeland Security Exercise and Evaluation Program (HSEEP)

This is an intermediate level training course that incorporates exercise guidance and best practices from the HSEEP Volumes. Throughout the course, participants will learn about topics including exercise program management, design and development, conduct, evaluation, and improvement planning. In addition to the instructor led presentations, the course includes small group activities, videos, group discussions, and introductions to HSEEP-related initiatives such as technology (*e.g.*, HSEEP Toolkit) and capabilities-based planning.

Because HSEEP is an intermediate level training course, participants should have a basic understanding of exercise design and HSEEP terminology. Therefore, participants are required to complete, at a

minimum, Independent Study (IS)120A: An Introduction to Exercises. This course can be found at <<http://training.fema.gov>>.

G0191 Emergency Operations Center/Incident Command System Interface

This course provides an opportunity for participants to begin developing an ICS/EOC interface for their community. The course reviews ICS and EOC responsibilities and functions and depends heavily on exercises and group discussions to formulate the interface.

G0205 Recovery from Disaster: The Local Government Role

This course is the condensed version of the 4-day E0210 resident course. This is normally a 2-day course; however, in time of disaster, it can be shortened for immediate need in training the basics of recovery based on local need and covers the roles and responsibilities of local recovery team members.

G0235 Emergency Planning

This course offers training in the fundamentals of the emergency planning process, including the rationale behind planning. It will develop the capability for effective participation in the all-hazard emergency operations planning process to save lives and protect property threatened by disaster.

G0271 Hazardous Weather and Flooding Preparedness

This course provides training for local and state emergency managers who respond to hazardous weather events, while promoting partnership and coordination between the National Weather Service (NWS) and emergency managers. The goal of this course is to enhance emergency managers' ability to recognize potentially hazardous weather and flooding situations so they are equipped to plan appropriately and to coordinate effective responses.

G0272 Warning Coordination

This course is the latest in the hazardous weather series of courses produced in partnership with the National Weather Service (NWS). Every year, the United States experiences more severe weather than any other country in the world. In order to reduce deaths, injuries, and property losses, emergency managers must work closely with the NWS and the news media to provide effective warnings that can be received and understood by people at risk. This course is intended to help facilitate that process.

Course topics include:

- The Social Dimensions of Warning Response
- Developing Effective Warning Messages
- Developing an Effective Community Warning Process
- Working with the News Media to Create a Weather Warning Partnership.

In addition to lecture and discussion, the course includes case studies, exercises, and an opportunity for interaction with representatives of the local news media.

G0288 Local Volunteer and Donations Management

Local Volunteers and their emergency management partners in preparing for, responding to, and recovering from disaster events at the local level. The course is designed to strengthen the abilities of local jurisdictions to successfully prepare for and handle volunteer and donations management issues that may arise. The course content and activities may also serve as a template, thereby enhancing uniformity in addressing areas of donated unsolicited goods, unaffiliated volunteers, and undesignated cash. This training also provides information regarding the state's volunteer and donations management responsibilities, which are designed to help build relationships between government and non-governmental organizations.

G0289 Public Information Officer Awareness Training

The G0289 course is a 1-day Public Information Officer (PIO) Awareness course that will use interactive presentations to convey information and engage the participants in learning, providing knowledge and comprehension-level training.

G0290 Basic Public Information Officers Course

This training will equip participants with many of the skills needed to be full or part-time Public Information Officers (PIOs). These include oral and written communications, understanding and working with the media, and basic tools and techniques needed to perform effectively.

G0291 Joint Information System/Center Planning for Tribal, State, and Local Public Information Officers

This course will build on the solo Public Information Officer (PIO) competencies gained in G0290, *Basic Public Information Officers Course*, applying those skills in an expanding incident where coordination is enhanced through activation of a Joint Information System (JIS) and establishment of a Joint Information Center (JIC). This training will equip PIOs with the skills needed to establish and operate in a JIS/JIC. Participants will also gain a working knowledge of operational practices for performing PIO duties within the National Incident Management System (NIMS) Multi-Agency Coordination System. The course will demonstrate how JIC concepts are applied in a flexible and scalable manner at the local level.

This training will:

- Equip PIOs with the skills needed to establish and operate a JIS/JIC
- Impart a working knowledge of operational practices for performing PIO duties within the NIMS Multiagency Coordination System

G0300, ICS300 Intermediate Incident Command System for Expanding Incidents

This course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS). This course expands upon information covered in the ICS100 and ICS200 courses.

G0318 Mitigation Planning for Local Governments

This course provides plan developers with the information necessary to prepare and implement a local Hazard Mitigation Plan.

Course Objectives:

- Define hazard mitigation and identify the benefits of mitigation planning
- Develop or update a local mitigation plan
- Identify resources and guidance available for mitigation planning and plan implementation

G0358 Evacuation and Re-Entry Planning Course

This 12-hour course provides participants with the knowledge and skills needed to design and implement an Evacuation and Re-Entry Plan for their jurisdictions. It uses a community's Vulnerability Analysis and Evacuation Plan. It also addresses evacuation behavior and recommends methods to make evacuation and re-entry more efficient. This course does not address the decision to evacuate or re-enter.

G0361 Flood Fight Operations

This course is for emergency managers, public works officials, levee district representatives, and others responsible for planning, preparing, and managing the response to a flood. Using a combination of lectures, discussions, activities, and exercises, the course will take participants through the complete process from well before the flood to clean-up afterwards. Officials from every community at risk of flooding should take this training.

While this training emphasizes how to conduct a flood fight, it provides information to help communities decide if a flood fight is possible and worth the effort and cost. Diagrams with materials lists and equipment and labor requirements to construct various types of temporary flood protection can be used to help determine if there is enough time and resources to protect the community. If the whole community cannot be protected, then officials must decide where to concentrate their efforts to protect some areas and/or evacuate and relocate what they can. If a flood fight is undertaken, it should be done the right way or the effort will be wasted. Instructors should be experienced in flood fighting.

It is recommended that the U.S. Army Corps of Engineers be part of the instructional team to discuss the methods and techniques it will use in your region and to explain what assistance it may be able to provide.

G0364 Multi-Hazard Emergency Planning for Schools

This course provides schools with the knowledge, skills, and tools needed to refine or develop an all-hazards school Emergency Operations Plan (EOP) and to identify how to train and exercise the school EOP. The course follows the guidance set forth in the FEMA Comprehensive Preparedness Guide, CPG-101, for developing an EOP and explains how to utilize the National Incident Management System as the foundation for planning and building partnerships with outside agencies such as law enforcement, fire, and emergency management.

In an optional exercise day, this course provides participants with an opportunity to conduct and design a tabletop exercise using Homeland Security Exercise and Evaluation Program (HSEEP) guidelines.

G0386 Mass Fatalities Incident Course

This 2-day course prepares State and local response personnel and other responsible agencies and professionals to handle mass fatalities effectively and to work with the survivors in an emergency or disaster. This course covers incident management, mass fatalities, planning before and operations during an incident, establishing the morgue, family assistance support operations, and assistance from the Federal government. The course concludes with a tabletop exercise.

G0393 Mitigation for Emergency Managers

This course is designed to enable the non-technical emergency worker to acquire skills in the use of mitigation. The course provides training in how to perform mitigation activities fundamental to reducing and eliminating long-term risk from hazards. It addresses the important roles of the emergency program manager (or other local government representative) in mitigation: motivator, coordinator, and monitor in local implementation of the National Mitigation Strategy.

G0400, ICS400 Advanced Incident Command System for Command and General Staff Complex Incidents

This course provides training on and resources for personnel who require advanced application of the Incident Command System (ICS). This course expands upon information covered in ICS100 through ICS300 courses. These earlier courses are prerequisites for ICS400.

G0402, ICS-402 ICS Overview for Executives/Senior Officials

The purpose of this course is to provide an orientation to the Incident Command System (ICS) for Executives and Senior Officials (including elected officials, city/county managers, agency administrators, etc.).

This presentation includes the following major topics:

- What Is ICS?
- ICS Organization and Features

- Unified Command and Area Command,
- Coordination and Incident Management Assessment
- NIMS Preparedness

G0548 Continuity of Operations Managers Training Course

This course is designed to acquaint experienced Continuity of Operations (COOP) practitioners and instructors with the COOP Program Managers Course materials. The course will also refresh experienced instructors on instructional methodology and techniques.

G0557 Rapid Needs Assessment

This course provides information and resources that will enable participants to plan an effective Damage Assessment Program and conduct rapid and effective damage assessments in order to save lives, protect property and the environment, and begin the process of recovery and mitigation.

G0775 Emergency Operations Center Management and Operations

This course explores the role, design, and functions of Emergency Operations Centers (EOCs) and their relationships as components of a Multi-Agency Coordination System (MACS). The course contains disaster-related examples, activities, and case studies that relate to EOCs and MACS at the Federal, state, and local levels of government.

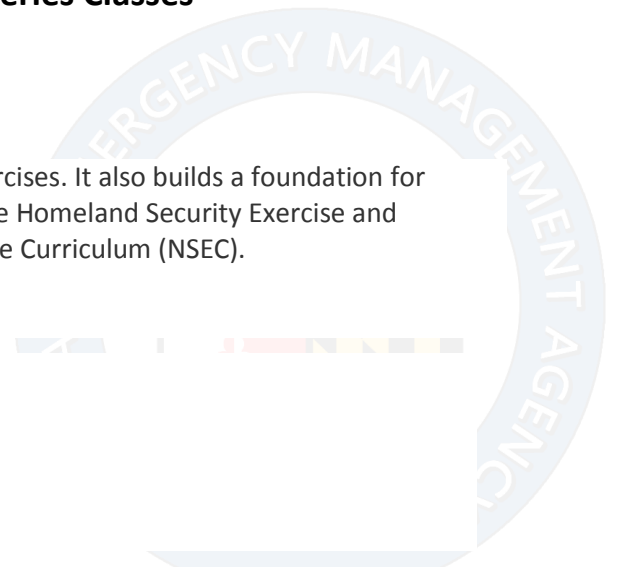
Professional Development Series Classes

IS120.a An Introduction to Exercises

IS 120.A introduces the basics of emergency management exercises. It also builds a foundation for subsequent exercise courses, which provide the specifics of the Homeland Security Exercise and Evaluation Program (HSEEP) and the National Standard Exercise Curriculum (NSEC).

This course will introduce you to the following concepts:

- Managing an exercise program
- Designing and developing an exercise
- Conducting an exercise
- Evaluating an exercise
- Developing and implementing an improvement plan



IS230.d Fundamentals of Emergency Management

The goal of this course is to introduce you to the fundamentals of emergency management. This course presents emergency management as an integrated system with resources and capabilities networked together to address all hazards. This is the first course in the Federal Emergency Management Agency (FEMA) Emergency Management Institute's independent study Professional Development Series.

IS235.b Emergency Planning

This course is designed for emergency management personnel who are involved in developing an effective emergency planning system. This course offers training in the fundamentals of the emergency planning process, including the rationale behind planning. It will develop your capability for effective participation in the all-hazard emergency operations planning process to save lives and protect property threatened by disaster.

IS240. b Leadership and Influence

Being able to lead others—to motivate them and commit their energies and expertise to achieving the shared mission and goals of the emergency management system—is a necessary and vital part of every emergency manager's, planner's, and responder's job.

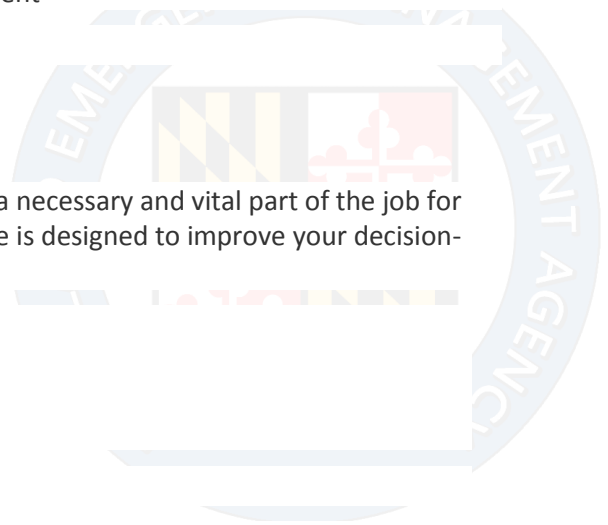
The goal of this course is to improve your leadership and influence skills. To that end, this course addresses:

- Leadership from within
- How to facilitate change
- How to build and rebuild trust
- Using personal influence and political savvy
- Fostering an environment for leadership development

IS241. b Decision Making and Problem Solving

Being able to make decisions and solve problems effectively is a necessary and vital part of the job for every emergency manager, planner, and responder. This course is designed to improve your decision-making skills. It addresses:

- How we make decisions
- Group decision making
- Crisis decision making
- Ethical decision making



IS242. b Effective Communication

Being able to communicate effectively is a necessary and vital part of the job for every emergency manager, planner, and responder. This course is designed to improve your communication skills. It addresses:

- Basic communication skills
- How to communicate in an emergency
- How to identify community-specific communication issues
- Using technology as a communication tool
- Effective oral communication
- How to prepare an oral presentation

IS244 .b Developing and Managing Volunteers

The goal of this course is to strengthen abilities to prepare for and manage volunteers before, during, and after a severe emergency or major disaster.

This course will:

- Provide strategies for identifying, recruiting, assigning, training, supervising, and motivating volunteers
- Include discussion of spontaneous volunteers as well as those affiliated with community-based, faith-based, and nongovernmental organizations (NGOs)

Advanced Development Series Classes

G191 Incident Command System/Emergency Operations Center Interface, or E947 EOC/IMT Interface or E/L449 ICS Train the Trainer

G205 (G270.4) Recovery from Disaster, the Local Government Role, or L205 Recovery from Disaster, the Local Government Role*, E210 Recovery from Disaster

G393 or G318- Mitigation for Emergency Managers or Local Mitigation Planning, either Mitigation course will satisfy the APS requirements

G557 (G250.7) Rapid Assessment Workshop

Elective Courses (choose any 5)

G108 Community Mass Care and Emergency Assistance

G110 Emergency Management Operations Course for Local Governments, or one of the following IEMC courses: E900, E905, E910, E915, E920, E930, E945 and E947

G 146 Homeland Security Exercise and Evaluation Program (HSEEP)

G202 Debris Management, or E202 Debris Management Planning for State, Local and Tribal Officials

This course provides an overview of issues and recommended actions necessary to plan for, respond to, and recover from a major debris-generating event with emphasis on State, Tribal, and local responsibilities. Developed from a pre-disaster planning perspective, the course includes debris staff organizations, compliance with laws and regulations, contracting procedures, debris management site selection, volume reduction methods, recycling, special debris situations, and supplementary assistance.

Selection Criteria: Tribal, local, and State emergency management personnel, including public works and waste management staffs, who are responsible for planning and/or implementing debris removal and disposal actions.

G271 Hazardous Weather and Flood Preparedness, or IS271 - Anticipating Hazardous Weather and Community Risk, (Independent Study)

G272 Warning Coordination

G288 Local Volunteer and Donations Management

G290 Basic Public Information Officers, or E388 Advanced Public Information Officer

G235 Emergency Planning

This course is designed for emergency management personnel who are involved in developing an effective emergency planning system. This course offers training in the fundamentals of the emergency planning process, including the rationale behind planning. It will develop your capability for effective participation in the all-hazard emergency operations planning process to save lives and protect property threatened by disaster.

G358 Evacuation and Re-entry Planning

G361 Flood Fight Operations

G364 Multi-Hazard Emergency Planning for Schools, or L363 Multi-Hazard Planning for Higher Education

This 2 day field course provides schools with the knowledge, skills, and tools needed to refine or develop an all-hazards school emergency plan (EOP) and to identify who to train and exercise to the school EOP. This course follows the guidance set forth in the FEMA Comprehensive Preparedness Guide, CPG-101, for developing an emergency operations plan and explains how to utilize the National Incident Management System (NIMS) as the foundation for planning and building partnerships with outside agencies such as Law Enforcement, Fire, and Emergency Management.

Target Audience: School administrators (school staff on the EOP planning team) and local emergency managers and first responders (law enforcement, fire, etc.) who are interested in comprehensive emergency planning for grades K-12.

G366 Planning for the Needs of Children in Disaster

The purpose of this course is to provide guidance for Emergency Managers and implementers of children's programs about meeting the unique needs that arise among children as a result of a disaster or emergency.

The course includes the following lessons:

- Lesson 1: Course Overview
- Lesson 2: Unique Needs of Children in Disasters
- Lesson 3: Critical Components of a Child's World
- Lesson 4: Mitigation
- Lesson 5: Preparedness
- Lesson 6: Response
- Lesson 7: Recovery
- Resources Toolkit (downloadable PDF file)

Much of the information in this course is based upon a document titled "The Unique Needs of Children in Emergencies: A Guide for the Inclusion of Children in Emergency Operations Plans," published by Save the Children.

G386 Mass Fatalities

IS703 NIMS Resource Management

This course introduces resource management as described in the National Incident Management System (NIMS), and shows how systems for managing resources can be used to improve incident response. The course includes examples of best practices, lessons learned, and job aids to assist the participant in planning for resource management.

The course includes the following lessons:

- Lesson 1: Resource Management Overview
- Lesson 2: Resource Management Planning
- Lesson 3: Resource Typing & Readiness
- Lesson 4: Resource Management During Incidents
- Lesson 5: Resource Management & Complex Incidents
- Lesson 6: Course Summary

Note: IS703.a is an updated version of the IS703 course. The updated version of the course includes expanded content about resource typing. If you have successfully completed IS703, you may want to review the new version of the course, especially lesson 3. For credentialing purposes, the courses are equivalent.

MEMA's External Training Providers

In addition to training provided by the Maryland Emergency Management Agency, the MEMA Training and Exercise Branch also coordinates training delivered by external providers, in particular the National Disaster Preparedness Consortium (NDPC), a professional alliance sponsored through the Department of Homeland Security/FEMA National Preparedness Directorate.

The mission of the NDPC is to enhance the preparedness of federal, state, local, and tribal emergency responders/first receivers and teams, including non-governmental organizations and the private sector, to reduce the nation's vulnerability to incidents involving weapons of mass destruction, terrorism, and all-hazard high-consequence events by developing, delivering, and assessing plans, training, technical assistance, and exercises.

NDPC training is provided by its training partners:

- Center for Domestic Preparedness in Anniston, AL
- Energetic Materials Research and Testing Center at New Mexico Tech
- National Center for Biomedical Research and Training at Louisiana State University
- Texas A&M Engineering Extension Service National Emergency Response and Rescue Training Center
- National Nuclear Security Administration/CTOS-Center for Radiological/Nuclear Training
- National Disaster Preparedness Training Center at the University of Hawaii
- National Center for Emergency Response for Surface Transportation in Pueblo, CO

Visit the NDPC website at <https://www.ndpc.us> for information about its program and for information about how to contact these partners to arrange training.