



# IDAHO OFFICE OF EMERGENCY MANAGEMENT

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## Integrated Preparedness Plan

**2022-2023**

December 2021



Idaho Office of Emergency Management  
4040 W. Guard St. Building 600  
Boise, Idaho 83705

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# RECORD OF CHANGES

Section	Page	Description	Date	Initials

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## PURPOSE & SCOPE

The Idaho Office of Emergency Management (IOEM) guides the State of Idaho in effectively preparing for, protecting against, mitigating the effects of, responding to, and recovering from all hazards. IOEM core functions are clearly delineated in State Statute (Idaho Code 46-1006) and Governor's Executive Order 2019-15. The IOEM Training & Exercise (T&E) program is intended to support those core functions by working towards the following objectives:

- Assist in the establishment and operations of training programs
- Train personnel to meet State emergency objectives
- Assist local governments in developing all-hazard training and exercise plans
- Implement NIMS training
- Develop and maintain Integrated Preparedness Plans
- Track and report grant required training
- Develop and execute the exercise program

The goal of the IOEM T&E program is to facilitate and support local, regional, and state-level jurisdictions collaboratively through shared preparedness and response priorities. The Integrated Preparedness Plan (IPP) incorporates these priorities into a combination of progressively evolving exercises and associated training requirements consistent with the Homeland Security Exercise and Evaluation Program (HSEEP) and the National Exercise Program (NEP).

One of the goals of this progressive, multi-year exercise program is to enable organizations to participate in a series of exercises, with each successive exercise building upon the previous one until mastery is achieved. Additionally, including training requirements in the process allows organizations to address known gaps and priority areas prior to exercising capabilities.

The IPP is intended to be a complimentary document to existing emergency management plans and programs. It will be revised to reflect any updates made to the IOEM Strategic Plan, guidance provided by senior leaders, recommendations made during Integrated Preparedness Planning Workshops, and evaluation of completed training and exercise activities. The IPP is considered a living document, but should provide structure and guidance necessary to ensure agency goals are addressed.

The 2020 Integrated Preparedness Planning Workshops and the 2020-2021 IPP meet the requirements outlined in Homeland Security Grant Program (HSGP) and Emergency Management Performance Grant (EMPG) Funding Opportunity Requirements and the Emergency Management Accreditation Program (EMAP) Emergency Management Standard.

## PROGRAM MANAGEMENT

An effective training and exercise program maximizes efficiency, resources, time, and funding by ensuring that training and exercises are part of a coordinated and integrated approach to building, sustaining, and delivering Core Capabilities and preparedness priorities.

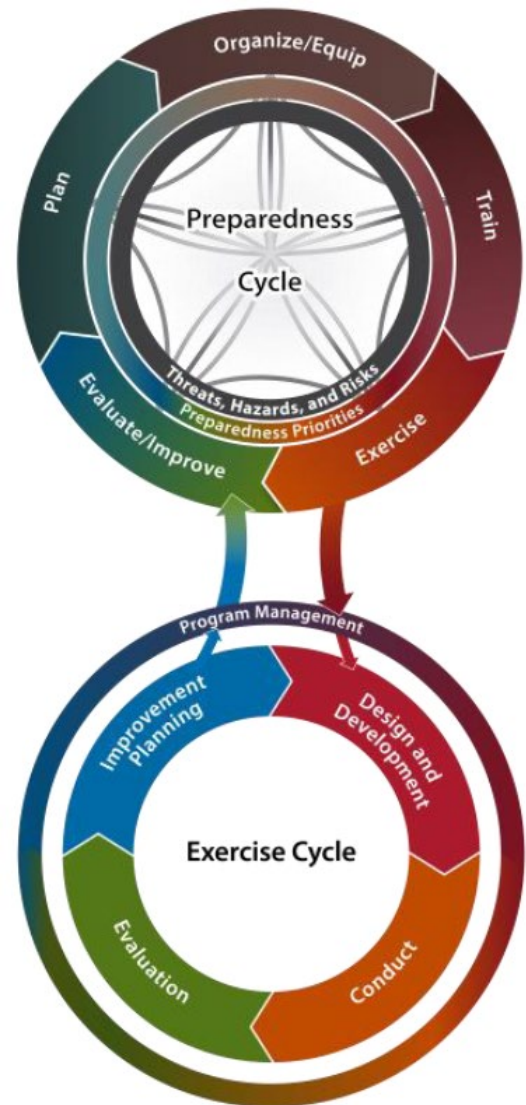
## IPP DEVELOPMENT

The IPP is completed annually, following processes described in the Homeland Security Exercise and Evaluation Program (HSEEP), including the **Integrated Preparedness Cycle (IPC)**. The IPC includes the whole community in the development of preparedness priorities and provides the opportunity to integrate training, exercise, and evaluation into a continuous preparedness process with planning, organizing, and equipping activities. Working through the IPC assists with identifying training and exercise needs and serves as a training needs assessment process. The IPC allows the T&E Program to identify training and exercise needs not only through evaluation of previous training and exercise opportunities, but through the incorporation of preparedness planning and organization activities as well. In effect, a training and exercise program rooted in the IPC will be more robust and inclusive of the overall needs of an entire emergency preparedness and response program and all personnel with responsibilities therein.

### Integrated Preparedness Planning Workshops

(IPPWs) are held at least once per year in each IOEM Area Field Office Region. The IPPW allows local emergency management personnel to share their jurisdictions' preparedness priorities. IPPWs are held in conjunction with regular Emergency Management Workshops (EMWs), and county and tribal emergency managers are encouraged to either invite or bring feedback from members of the whole community. At least one IPPW is also conducted annually with Emergency Support Function (ESF) partners. IOEM T&E works to solicit feedback and information from county and tribal emergency managers (acting as representatives of their communities), Public Health Districts (PHD), Idaho Department of Health and Welfare (IDHW), Idaho Transportation Department (ITD), Department of Environmental Quality (DEQ), National Weather Service (NWS), Idaho Department of Lands (IDL), American Red Cross (ARC), Voluntary Organizations Active in Disaster (VOAD), and others.

IPPW is the primary and crucial component of IOEM's training needs assessment. Invitees may be asked to provide feedback on a questionnaire or survey regarding training and exercise needs and interests. The results can be addressed at the IPPW. IPPWs are conducted in a conversational atmosphere with the intent of encouraging discussion to best determine what training and exercise opportunities may best support preparedness priorities around the state. The results of the IPPW are used to evaluate and revise the Training and Exercise Program.



The IPPW is a vital step in completing the **Integrated Preparedness Plan (IPP)**. The preparedness priorities and training and exercise needs discussed at the IPPW are used to finalize the training and exercise opportunities laid out in the IPP.

The IPP is developed with input from the “whole community” of emergency responders, supporting agencies, non-governmental organizations, and private industry and administered to provide these partners and stakeholders continuous training and exercise opportunities under the National Preparedness Goal and overarching Core Capabilities. The whole community includes individuals, families, communities, private and nonprofit sectors, faith-based organizations, and federal, state, local, tribal, and territorial governments.

## STATE TRAINING PROGRAM COMPONENTS

The IOEM T&E Program will coordinate with federal training partners, subject matter experts, neighboring states, and its adjunct instructor cadre to deliver courses statewide in a systematic, cost-effective manner.

Training is provided consistent with personnel’s current and potential responsibilities, potential hazards and risks, the National Incident Management System (NIMS) Training Program, community preparedness priorities, and T&E Program goals.

The IOEM T&E Program coordinates all NIMS/ICS courses in the state, keeps training delivery records, and maintains and supports the NIMS/ICS state certified trainer database for the delivery of these courses in accordance with the NIMS Training Program (May 2020).

In addition to courses identified at IPPWs, in 2022-2023 the IOEM T&E Program plans to sponsor a set number of NIMS core courses depending on available funding. Course conduct is subject to minimum requirements for cost-effectiveness. The following courses will be discussed at each IPPW and scheduled accordingly. Courses may be offered for face-to-face delivery in a requesting jurisdiction or in a virtual environment. Refer to Appendix H for target core capability correlation and Appendix A for the training and exercise forecast schedules.

- G402 NIMS and ICS Overview for Senior Officials
- G191 ICS/EOC Interface
- G2300 Intermediate EOC Functions
- ICS 300 Intermediate Incident Command System
- ICS 400 Advanced Incident Command System
- G105 Public Information Basics
- Emergency Management Basic Academy

The Emergency Management Basic Academy will be offered as courses become available online and/or in-person instruction is feasible. See Appendix F for IOEM’s Virtual Training Guidelines.

Additionally, IOEM T&E will help ensure opportunities are provided for all Emergency Management Performance Grant (EMPG) funded personnel to meet the NIMS training requirement:

- Any version of IS-100, IS-200, IS-700, and IS-800 AND



- Professional Development Series (PDS) OR the Emergency Management Professionals Program (EMPP) Basic Academy.

### Independent Study

The FEMA Emergency Management Institute (EMI) offers a variety of Independent Study (IS) courses that support general emergency management functions and the priorities listed in this plan. These courses are aimed at providing awareness level training and serve as required prerequisites for several management or performance-level instructor-led courses. They can be found at: <https://training.fema.gov/IS/crslst.aspx>. In addition to the NIMS training requirements for EMPG funded personnel, the following independent study courses are encouraged:

- IS-29 Public Information Officer Awareness
- IS-42 Social Media in Emergency Management
- IS-201 Forms Used for the Development of the Incident Action Plan
- IS-546a Continuity of Operations Awareness Course
- IS-547a Introduction to Continuity of Operations
- IS-702a NIMS Public Information Systems
- IS-703a NIMS Resource Management
- IS-706 NIMS Intrastate Mutual Aid, An Introduction
- IS-908 Emergency Management for Senior Officials
- IS-2200 Basic Emergency Operations Center Functions

### NIMS Training

IOEM supports the National Incident Management System (NIMS) series of classes to support progressive training, and the emergency management community is encouraged to use the following guide in determining recommended classes for individual's depending on their level of responsibility.

## NIMS Training Program

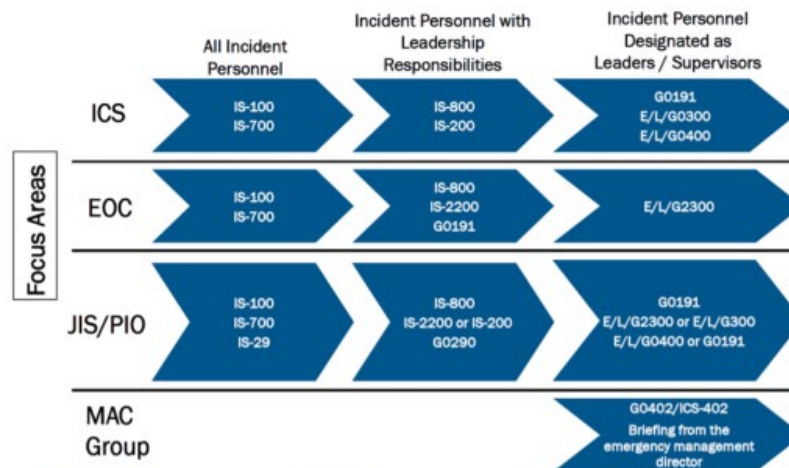


Figure 2: Preparedness Grant Notice of Funding Opportunity (NOFO) Criteria

See Appendix B for training resources.

The IOEM T&E Program strives to provide emergency managers, response personnel, ESF partners, and other stakeholders with learning materials and references on a variety of preparedness topics that they may access and use as their needs and time allow. Independent study and self-guided learning opportunities, as well as reference materials and guides are organized by topic and included in a repository on the IOEM website at <https://ioem.idaho.gov/self-guided-learning-resources/>. The topics are based, in part, upon priorities identified in the IPPW.

## STATE EXERCISE PROGRAM COMPONENTS

Exercise program management is the process of overseeing and integrating a variety of exercises over time. Through effective exercise program management, each exercise becomes a supporting component of a larger preparedness program with overarching priorities.

The IOEM T&E Program is guided by the following overarching priorities:

- Work with constituents to build an integrated statewide exercise program that incorporates activities of existing exercise programs.
- Conduct exercises that align with statewide priorities and enhance overall preparedness.
- Provide exercise technical assistance and direct support to local, state, and tribal partners as requested and as resources are available.

Exercise conduct is dependent on participant availability, safety conditions, and adequate preparedness and planning activities. Real-world events can also influence training and exercise demands.

The **Homeland Security Exercise and Evaluation Program (HSEEP)** doctrine consists of fundamental principles that frame a common approach to exercises. It is intended to enhance consistency in exercise conduct and evaluation while ensuring exercises remain a flexible, accessible way to improve preparedness across the nation. HSEEP uses a common methodology to ensure a consistent and interoperable approach to exercise planning, design, conduct, evaluation, and improvement planning. This methodology applies to exercises in support of all national preparedness mission areas. The State of Idaho has adopted HSEEP as the state standard.

The **National Exercise Program (NEP)** is a two-year cycle of exercises across the nation that validates capabilities in all preparedness mission areas. The two-year NEP cycle is guided by Principals' Strategic Priorities, established by the National Security Council, and informed by preparedness data from jurisdictions across the nation.

## IOEM-Provided Exercise Design Resources

### IOEM T&E Program

The T&E office will provide exercise support on an as-available basis. Some of the products that can be provided are:

- Controllers

- Evaluators
- Simulation/Simulators
- Participation as Planning Team Member
- Assist with exercise design in partnership with the jurisdiction to include documentation, document review, scenario and objective development, and facilitation of the exercise
- Other assistance as required or available

The T&E Program suggests that all requests for exercise assistance be made six months to a year in advance (depending on the complexity of the exercise) for planning team members or design assistance to ensure that we can provide accurate assistance and to avoid conflicting events.

### **Idaho Exercise Toolkit**

The Idaho Exercise Toolkit is a product available online at:  
<https://ioem.idaho.gov/operations/training-exercise>

This Toolkit is intended to be a step by step guide for use by local jurisdictions. It has easy-to-read instructions and examples of the required work products needed to ensure local jurisdiction exercises are properly documented. There are sample documents and fillable templates available for the user to access throughout the exercise process.

### **Exercise Support Request Questionnaire**

The IOEM T&E Program has designed a questionnaire that is intended as a supplement to the Idaho Exercise Program Toolkit. The intent is to provide personal assistance to support the counties that need it, as the state has the resources available to deliver. The concept of the questionnaire is to help agencies help themselves by walking them through what they need to know before they start exercise planning or request assistance. The questionnaire, at first glance, may seem a bit complex, but it was intentionally created to help identify what they intend to accomplish through their exercise. The questionnaire leaves open the opportunity to request specific but limited assistance in certain areas such as, documentation, evaluation, or SimCell support. The Area Field Officer (AFO) is still the main point of contact for emergency managers for determine what support is needed. See Appendix E for Request for Exercise Support.

See Appendix C for more exercise resources.

### **State Exercise Program Activities**

Exercise activities are planned and conducted based upon the program priorities identified below.

Quarterly discussion- or operations-based exercises will focus on the top threats/hazards in Idaho. These exercises can be held in a different region each year and tailored to the specific risks in that area. The IOEM T&E Program may also tailor the mission area as applicable. The program will continue to have a functional or full scale exercise every year and may assist with an annual preparedness workshop.

As the state progresses through the exercise calendar and real-world activations, IOEM reviews exercise and activation lessons learned to implement efficient and effective planning, prevention, mitigation, response and recovery. Through the corrective action process, state-led exercises will incorporate the lessons learned to build state and local emergency management capability.

Although emergency management grant guidance does not contain minimum exercise requirements, supplemental state guidance does require one exercise per year to help ensure employees and partners are adequately prepared to respond to the disasters in Idaho.

### **Cascadia Rising 2022 (CR22)**

Cascadia Rising 2022 is a National Level Exercise. The major participant list will include FEMA, NORTHCOM, the states of Washington, Oregon, and Idaho. Other participants will include public-private partnerships and other government entities within each state, Alaska, and possibly British Columbia, Canada.

Cascadia Rising 2022 is a follow-on exercise to Cascadia Rising 2016 intended to assess local, state, tribal, and federal government, as well as select private sector and non-governmental organizations' abilities to jointly respond to a Cascadia Subduction Zone 9.0 magnitude earthquake and tsunami, with associated aftershocks along the West Coast of the United States.

Specifically, this exercise is designed to examine organizations' Emergency Operation Centers to coordinate all response core capability functions under the National Preparedness Goal response mission areas. Originally planned as a Functional Exercise (FE), CR22 has been re-formatted to a series of discussion-based exercises due to real-world response to Covid-19 and wildfire disasters.

In addition to participation in Cascadia Rising 2022, participants will organize and conduct several ramp-up activities to support the objectives including training courses, seminars, workshops, and tabletop exercises.

## **IRC TRAINING AND EXERCISE PROGRAM**

The Idaho Response Center (IRC) Training and Exercise Program, implemented and facilitated by the IRC Program Manager and T&E, provides a means for all IOEM staff to achieve certification for positions within the IRC. Training and exercise activities are developed and implemented using the competencies laid out in IRC Position Task Books (PTBs). The IRC certification system, including the use of PTBs, follows guidelines established in the NIMS National Qualification System (NQS).

A schedule of planned IRC training and exercise activities can be found in Appendix A.

## **PROGRAM PRIORITIES**

### **Priorities Identified Through IPPW Surveys**

Survey responses were collected from county emergency managers, ESF partners, and other local responders. Fourteen surveys from various entities and jurisdictions around the state were collected. The top three priority Core Capabilities identified in surveys include:

- Operational Coordination
- Operational Communication
- Public Information

### **Priorities Identified Through THIRA/SPR**

IOEM completes a Threat and Hazard Identification and Risk Assessment (THIRA) every three years. The THIRA is used to help set preparedness priorities for the State of Idaho and contribute to the ongoing maintenance of the Idaho Emergency Operations Plan. Using the

THIRA process to rank capabilities estimations and identify gaps allows IOEM to address these items through a training and exercise program.

The Stakeholder Preparedness Review (SPR) – a self-assessment of the state’s current capability levels against the targets identified in the THIRA – is completed annually.

The top three Core Capabilities identified by the THIRA and SPR include:

- Cybersecurity
- Infrastructure Systems
- Mass Care Services

### **Priorities Identified Through NLE Cascadia Rising 2022 Participation**

FEMA Region X has established the following Core Capability priorities for NLE Cascadia Rising 2022:

- Operational Coordination
- Infrastructure Systems
- Mass Care Services

### **Idaho State Priorities**

Based upon program feedback and After-Action Reports/Improvement Plans from past exercise and events, the IOEM Training & Exercise Section has identified the following additional priorities:

- Operational Coordination
- Situational Assessment
- Public Information & Warning
- Public Health Medical Services

# APPENDIX A: TRAINING AND EXERCISE FORECAST

2022 Training Calendar			
Quarter 1			
Course	Date	Location	Primary Core Capability
Incident Tactical Dispatcher (INTD)	January 10-14	Virtual	--
PER-344 Social Media Tools and Techniques	January 11-12	Virtual (Fremont Co.)	Public Information & Warning
G0402 NIMS Overview for Senior Officials	January 20	Virtual	Operational Coordination
ICS 300 Intermediate Incident Command System	January 24-27	Virtual	Planning
G0402 NIMS Overview for Senior Officials (Latah Co. officials only)	January 26	Moscow	Operational Coordination
G0402 NIMS Overview for Senior Officials (Madison Co. officials only)	February 3	Rexburg	Operational Coordination
ICS 400 Advanced Incident Command System	February 8-10	Virtual	Operational Coordination
ICS 300 Intermediate Incident Command System	February 15-18	Virtual	Planning
G0191 Emergency Operations Center/Incident Command System Interface	February 23-24	Virtual	Operational Coordination
K0146 Homeland Security Exercise and Evaluation Program (HSEEP)	March 1-3	Virtual	--
ICS 300 Intermediate Incident Command System	March 7-10	Virtual	Planning
G2300 Intermediate Emergency Operations Center Functions	March 14-17	Virtual	Operational Coordination
ICS 400 Advanced Incident Command System	March 22-24	Virtual	Operational Coordination
K0105 Public Information Basics	March 28-31	Virtual	Public Information & Warning
Quarter 2			
ICS 300 Intermediate Incident Command System	April 15-17	Minidoka Co.	Planning
MGT-417 Crisis Management for School Based Incidents for Key Decision Makers	June 22-23	Jefferson Co.	Operational Coordination
ICS 400 Advanced Incident Command System	June	Twin Falls Co.	Operational Coordination
AWR-148 Crisis Management for School Based Incidents	June	Virtual – SC Region	Risk Management for Protection Programs & Activities
Quarter 3			
MGT-346 EOC Operations for All-Hazards Events	September	Bonner Co.	Operational Coordination
PER-294 Testing an Emergency Operations Center in a Rural EOC	September	Lemhi Co.	Planning
L0101 Foundations of Emergency Management	Q3 TBD	Boise	Operational Coordination

L0102 Science for Disasters	Q3 TBD	Boise	Threat & Hazard Identification
L0103 Planning: Emergency Operations	Q3 TBD	Boise	Planning
L0105 Public Information Basics	Q3 TBD	Boise	Public Information & Warning
L0146 Homeland Security Exercise and Evaluation Program (HSEEP)	Q3 TBD	Boise	--
AUXCOMM	Q3 TBD	TBD	Operational Coordination
Communications Unit Leader (COML)	Q3 TBD	TBD	Operational Coordination
Communications Technician (COMT)	Q3 TBD	TBD	Operational Coordination
IOEM Preparedness Conference	Sept-Oct TBD	Boise	--
<b>Quarter 4</b>			
ICS 300 Intermediate Incident Command System	October	Kootenai Co.	Planning
PER-340 Active Threat Integrated Response	October	Boundary Co.	On-Scene Security, Protection, and Law Enforcement
MGT-415 Disaster Recovery in Rural Communities	October	NC	Planning
ICS 400 Advanced Incident Command System	November	Kootenai Co.	Operational Coordination
AWR-356 Community Planning for Disaster Recovery	November	Bonner Co.	Planning
PER-352 Active Shooter Incident Management	December	Jerome Co.	Operational Coordination
<b>TBD</b>			
FEMA P-154 Rapid Visual Screening of Buildings for Potential Seismic Hazards / ATC-20 Postearthquake Safety Evaluation of Buildings	TBD	TBD	Threat & Hazard Identification
Storytelling	TBD	TBD	--
PER-404 Logistics and Supply Chain Resilience in Disasters	TBD	TBD	Logistics & Supply Chain Management
AWR-136 Essentials of Community Cybersecurity / MGT-384 Community Preparedness for Cyber Incidents	TBD	TBD	Cybersecurity
MGT-460 Planning for Disaster Debris Management	TBD	NC	Planning
AWR-389 Lifelines, Logistics, and Supply Chain Awareness Workshop	TBD	TBD	Community Resilience
MGT-340 Crisis Leadership and Decision Making	TBD	SC-HD 5	Planning

### 2022 IOEM-Sponsored Training/Education Events

Event	Date
Severe Winter Weather Webinar	January 11
Spring Weather/Flooding Webinar	March TBD

Wildfire Webinar	June TBD
COOP/COG Training/Workshop	Q3 TBD
Weather Update/Outlook Briefing	Q3-Q4 TBD

Additional 2023 Training Projections	
Course	# Offerings
ICS 300 Intermediate Incident Command System	9
ICS 400 Advanced Incident Command System	8
G0402 NIMS Overview for Senior Officials	5
G0191 Emergency Operations Center/Incident Command System Interface	2
G2300 Intermediate Emergency Operations Center Functions	2
L0105 Public Information Basics	2
L0146 Homeland Security Exercise & Evaluation Program (HSEEP)	1
FEMA P-154 Rapid Visual Screening of Buildings for Potential Seismic Hazards / ATC-20 Procedures for Postearthquake Safety Evaluation of Buildings	1
L0101/0102/0103/0105/0146 Basic Academy Series	1
G0318 Local Hazard Mitigation Planning	1
AWR-136 Essentials of Community Cybersecurity / MGT-384 Community Preparedness for Cyber Incidents	1
L1301 Continuity Planning	1



2022 Exercise Calendar		
	Exercise	Jurisdiction
<b>Q1 Jan-Mar</b>	IRC Activation and IDEOP Seminar (NLE CR22)	State
	Distribution Management Plan Seminar (NLE CR22)	State
	Spring Weather/Flooding Seminar	State, County
	IDEOP/IRC Operational Workshop (NLE CR22)	State
	Distribution Management Plan Tabletop Exercise (NLE CR22)	State, County
<b>Q2 Apr-Jun</b>	IRC Operational Workshop (NLE CR22)	State, County
	Idaho NLE Preparation and Rehearsal (NLE CR22)	State, Counties
	Wildfire Seminar	State, County
	Demonstration of Capabilities (NLE CR22)	State, County
<b>Q3 Jul-Sep</b>	IOEM COOP/COG Workshop	State
	2023 State Exercise Planning Workshop	State
	Regional IPPW	State, County
<b>Q4 Oct-Dec</b>	Weather Update/Outlook Seminar	State, County
	State IPPW	State, County
	IRC Quarterly Exercise	State, County

2023 Exercise Calendar		
	Exercise	Jurisdiction
<b>Q1 Jan-Mar</b>	IRC Quarterly Exercise	State, Counties
<b>Q2 Apr-Jun</b>	IRC Quarterly Exercise	State, Counties
<b>Q3 Jul-Sep</b>	** State/Regional IPPW	State, Counties
	IOEM COOP/COG Exercise	State
	State Annual Exercise (TBD)	State, Counties
<b>Q4 Oct-Dec</b>	IRC Quarterly Exercise	State, Counties

\* IRC = Idaho Response Center

## APPENDIX B: TRAINING RESOURCES

Training resources can be found at the following websites:

- <https://www.ndpc.us>
  - <https://www.firstrespondertraining.gov>
  - <https://training.fema.gov>
  - <https://www.idahoprepares.com>
1. **The National Incident Management System (NIMS) Training Program:** The National Incident Management System (NIMS) Training Program defines the national NIMS training program. It specifies National Integration Center and stakeholder responsibilities and activities for developing, maintaining and sustaining NIMS training. student attendance. The IOEM T&E Program utilizes the NIMS Training Program in recommending and providing training to emergency managers of all skill levels. Additional information on NIMS can be found at <https://www.fema.gov/nims-training>
  2. **Independent Study/Online-Based:** The FEMA Emergency Management Institute (EMI) offers a variety of Independent Study (IS) courses that support the priorities listed in this plan and general emergency management function. These courses are aimed at providing awareness level training and serve as required prerequisites for several management or performance level instructor lead classes. These courses can be found at: <http://training.fema.gov/IS/crslist.aspx>
  3. **Foundations of Emergency Management Basic Academy:** The Emergency Management Basic Academy is a training experience combining knowledge of all fundamental systems, concepts, and practices of cutting-edge emergency management. The National Emergency Management Basic Academy is designed for newly appointed emergency managers with less than three years of experience, including members of State, local, tribal, and territorial homeland security or emergency services programs; Nongovernmental organizations, voluntary agencies, or professional organizations; Private sector emergency management offices; College or university emergency management staff; and FEMA, federal partners, military and emergency managers at other departments or agencies. The Basic Academy series (or the FEMA Professional Development Series) has been identified as a training requirement for recipients of EMPG funding.
  4. **FEMA Professional Development Series (PDS):** The PDS includes seven Emergency Management Institute (EMI) Independent Study (IS) courses that provide a well-rounded set of fundamentals for those in the emergency management profession. The PDS (or the Basic Academy) series has been identified as a training requirement for recipients of EMPG funding.
  5. **FEMA Advanced Professional Series (APS):** The ability to perform essential work in a disaster requires skills in emergency operations and management. These skills may be developed through this series of courses that offers “how to” training focused on practical information. This series emphasizes applied skills in disaster operations, management and coordination.

At this time, delivery of the APS Series is secondary to resourcing training in support of prioritized capability gaps. The courses in the APS lineup address top skills for performing emergency management and disaster duties. The IOEM T&E Program can accommodate APS course requests but conduct is subject to timing, instructor availability, and enough student participation to make course activities viable and cost effective.

6. The IOEM T&E Program coordinates with the **National Domestic Preparedness Consortium (NDPC)** <https://www.ndpc.us>, which is a professional alliance, sponsored through the Department of Homeland Security (DHS), FEMA National Preparedness Directorate. The NDPC and DHS provide classroom, online and mobile delivery courses at no cost to the responder, jurisdiction, or agency. Each of these organizations are national experts in various disciplines, including chemicals, explosives, radiological/nuclear devices, bioterrorism, counter-terrorism, agro-terrorism, and emergency management systems. NDPC reflects the missions of all these organizations with its commitment to provide quality, cost-effective counter-terrorism training to the nation's emergency responders. The IOEM T&E Program will assist jurisdictions in identifying courses that may resolve their unmet training needs.

NDPC/The State Training Program advises, assists, and processes applications for individuals to attend classroom training at various consortium schools as well as coordinating mobile deliveries requested by local jurisdictions. Classroom deliveries are offered year around. Mobile deliveries require a minimum of 60 days to set up and coordinate with the state training point of contact and typically have minimum attendance requirements to ensure conduct.

The NDPC website above lists each school and has links to their individual websites. The consortium is made up of seven members that include:

- **Center for Domestic Preparedness (CDP) in Anniston, Alabama** <https://cdp.dhs.gov>: Resident training of prevention, deterrence and response to chemical, biological and nuclear attacks involving hazmat. Noble Healthcare Facility offers hands on training for a variety of health focused classes. CDP offers several law enforcement specific classes to include CBRNE Response, successfully mitigate threat incidents involving civil disorder, knowledge and skills regarding the tools and information necessary to extricate individuals safely from protester devices.
- **New Mexico Institute of Mining and Technology (New Mexico Tech)** <https://nmt.edu>: The Energetic Materials Research and Testing Center (EMRTC) at New Mexico Tech (NMT) is the consortium's lead partner for explosives, live explosives, and incendiary devices training. Courses are delivered directly and resident.
- **Louisiana State University's Academy of Counter-Terrorist Education (National Center for Biomedical Research and Training)** <https://lsu.edu> : Mobile training courses dealing with Weapons of Mass Destruction (WMD), counter-terrorism, and high consequence events, for all disciplines including emergency management, law enforcement, HazMat teams, public health, EMS, hospital, agricultural, and others.
- **Texas A&M University National Emergency Response and Rescue Training Center (TEEX)** <https://teex.org/homeland-security/>: Resident and mobile training Incident Management, EMS, Hazmat, Public Works, Threat and Risk Assessment, Senior Executive Programs

- **Department of Energy's Nevada Test Site and Counter Terrorism Operations Support (CTOS)** <http://www.ctosnnsa.org/>: Resident and mobile training prevention, deterrence and operational response to radiological/nuclear attacks
- **Transportation Technology Center, Inc. (TTCI)** <https://www.ttcitech/>: Resident training transportation research and testing organization, providing emerging technology solutions for the railway industry and highway response.
- **<https://www.ttcitech/> Hawaii (NDPTC)** <https://www.ttcitech/>: Mobile training monitoring natural hazards, evaluating risks to urban populations and planning for the response, recovery and reconstruction of areas following a disaster.

7. The **Emergency Management Institute** (EMI) <https://training.fema.gov> of the United States Federal Emergency Management Agency serves as the national focal point for the development and delivery of emergency management training to enhance the capabilities of state, territorial, local, and tribal government officials; volunteer organizations; FEMA's disaster workforce; other Federal agencies; and the public and private sectors to minimize the impact of disasters and emergencies on the American public.

## APPENDIX C: EXERCISE RESOURCES

### 1. **Homeland Security Exercise and Evaluation Program (HSEEP)**

EMI offers the K0146 HSEEP in a webinar format. The basic course provides a comprehensive overview of exercise design along with practical skill development. Using the same terminology and processes, this course will provide activities that will give participants an opportunity to interact with many of the templates and other materials that are provided by the National Exercise Division to ensure exercises are conducted in a consistent manner. The EMI website offers more information on how to apply for this course and the requirements for completion.

### 2. **Preparedness Toolkit (PrepToolKit)**

The PrepToolkit is an online collaborative environment in which individuals from all levels of government and the private and nonprofit sectors can prepare for risks in their communities. It serves as a platform for technology toolkits aligned to each area of the National Preparedness System. More information can be found at: <https://preptoolkit.fema.gov/>

### 3. **Master Exercise Practitioner Program (MEPP)**

The MEPP goal is to increase the capabilities of participants in mastery of exercise program management and the overall exercise process in accordance with the policy, doctrine, practices, and tools in the Homeland Security Exercise and Evaluation Program (HSEEP). Additional information can be found at: <http://training.fema.gov/emiweb/emiopt.asp>.

### 4. **Community-Specific Integrated Emergency Management Courses (IEMC)**

IEMCs are exercise-based training courses that place jurisdictions' emergency operations center (EOC) personnel in realistic crisis situations within a structured learning environment. The jurisdiction selects the scenario(s) it wants to exercise; for example, a special event, earthquake, winter storm, or terrorist incident. Exercises are then developed to reflect the hazards or events facing the jurisdiction, the type of EOC used by the jurisdiction, and the organizations included in the jurisdictional emergency plans. For information on how to prepare and submit an application for a community-specific IEMC, click on the link:

<http://training.fema.gov/EMIWeb/IEMC/selprocess.asp>.

### 5. **Technical Assistance**

The IOEM T&E Program is available to assist cities, counties, and tribal entities in the design, conduct, and evaluation of their all-hazard exercises. The IOEM T&E Program is available to coordinate with state agencies and ESFs for training and exercise support. This assistance can be provided in the form of planning meetings, workshops, site visits, exercise documentation, exercise design, control, evaluation, and Idaho Response Center exercise play. Please contact the IOEM T&E Program if you would like to request any form of technical assistance.

## APPENDIX D: EXERCISE TYPES

Appendix C serves as a reference to define and provide examples of HSEEP exercises. For the complete Homeland Security Exercise and Evaluation Program, please visit:

<https://www.fema.gov/sites/default/files/2020-04/Homeland-Security-Exercise-and-Evaluation-Program-Doctrine-2020-Revision-2-2-25.pdf>

### ***Progressive Approach***

A progressive exercise program enables organizations to participate in a series of increasingly complex exercises, with each successive exercise building upon the previous one until mastery is achieved. Regardless of exercise type, each exercise within the progressive series is linked to a set of common program priorities and designed to test associated capabilities. Further, by defining training requirements in the planning process, organizations can address known shortfalls prior to exercising capabilities.

This progressive approach, with exercises that build upon each other and are supported at each step with training resources, will ensure that organizations do not rush into a full-scale exercise too quickly. Effective planning of exercises and integration of the necessary training will reduce the waste of limited exercise resources and serve to address known shortfalls prior to the conduct of the exercise. The different types of exercises that may be included in the plan are described in the following sections.

### ***Discussion-Based Exercises***

Discussion-based exercises include seminars, workshops, and tabletop exercises. These types of exercises can be used to familiarize players with, or develop new, plans, policies, agreements, and procedures. Discussion-based exercises focus on strategic, policy-oriented issues. Facilitators and/or presenters usually lead the discussion, keeping participants on track towards meeting exercise objectives.

- ***Seminar***

Seminars generally orient participants to, or provide an overview of, authorities, strategies, plans, policies, procedures, protocols, resources, concepts, and ideas. As a discussion-based exercise, seminars can be valuable for entities that are developing or making major changes to existing plans or procedures. Seminars can be similarly helpful when attempting to assess or gain awareness of the capabilities of interagency or inter-jurisdictional operations.

- ***Workshop***

Although similar to seminars, workshops differ in two important aspects: participant interaction is increased, and the focus is placed on achieving or building a product. Effective workshops entail the broadest attendance by relevant stakeholders. Products produced from a workshop can include new standard operating procedures (SOPs), emergency operations plans, continuity of operations plans, or mutual aid agreements. To be effective, workshops should have clearly defined objectives, products, or goals, and should focus on a specific issue.

- *Tabletop Exercise (TTX)*

A TTX is intended to generate discussion of various issues regarding a hypothetical, simulated emergency. TTXs can be used to enhance general awareness, validate plans and procedures, prevention of, protection from, mitigation of, response to, and recovery from a defined incident. Generally, TTXs are aimed at facilitating conceptual understanding, identifying strengths and areas for improvement, and/or achieving changes in perceptions.

During a TTX, players are encouraged to discuss issues in depth, collaboratively examining areas of concern and solving problems. The effectiveness of a TTX is derived from the involvement of participants and their assessment of recommended revisions to current policies, procedures, and plans.

TTXs can range from basic to complex. In a basic TTX (such as a facilitated discussion), the scenario is presented and remains constant—it describes an emergency and brings discussion participants up to the simulated present time. Players apply their knowledge and skills to a list of problems presented by the facilitator; problems are discussed as a group; and resolution is reached and documented for later analysis.

In a more advanced TTX, play advances as players receive pre-scripted messages that alter the original scenario. A facilitator usually introduces problems one at a time in the form of a written message, simulated telephone call, videotape, or other means. Players discuss the issues raised by each problem, referencing established authorities, plans, and procedures for guidance. Player decisions are incorporated as the scenario continues to unfold.

During a TTX, all participants should be encouraged to contribute to the discussion and be reminded that they are making decisions in a no-fault environment. Effective TTX facilitation is critical to keeping participants focused on exercise objectives and associated capability targets.

### ***Operations-Based Exercises***

Operations-based exercises include drills, functional exercises (FEs), and full-scale exercises (FSEs). These exercises can be used to validate plans, policies, agreements, and procedures; clarify roles and responsibilities; and identify resource gaps. Operations-based exercises are characterized by actual reaction to an exercise scenario, such as initiating communications or mobilizing personnel and resources.

- *Drills*

A drill is a coordinated, supervised activity usually employed to validate a specific function or capability in a single agency or organization. Drills are commonly used to provide training on new equipment, validate procedures, or practice and maintain current skills. For example, drills may be appropriate for establishing a community-designated disaster receiving center or shelter. Drills can also be used to determine if plans can be executed as designed, to assess whether more training is required, or to reinforce best practices. A drill is useful as a stand-alone tool, but a series of drills can be used to prepare several organizations to collaborate in an FSE.

For every drill, clearly defined plans, procedures, and protocols need to be in place. Personnel need to be familiar with those plans and trained in the processes and procedures to be drilled.

- *Functional Exercises (FE)*

FEs are designed to validate and evaluate capabilities, multiple functions and/or sub-functions, or interdependent groups of functions. FEs are typically focused on exercising plans, policies, procedures, and staff members involved in management, direction, command, and control functions. In FEs, events are projected through an exercise scenario with event updates that drive activity typically at the management level. An FE is conducted in a realistic, real-time environment; however, movement of personnel and equipment is usually simulated.

FE controllers typically use a Master Scenario Events List (MSEL) to ensure participant activity remains within predefined boundaries and ensure exercise objectives are accomplished. Simulators in a Simulation Cell (SimCell) can inject scenario elements to simulate real events.

- *Full-Scale Exercises (FSE)*

FSEs are typically the most complex and resource-intensive type of exercise. They involve multiple agencies, organizations, and jurisdictions and validate many facets of preparedness. FSEs often include many players operating under cooperative systems such as the Incident Command System (ICS) or Unified Command.

In a FSE, events are projected through an exercise scenario with event updates that drive activity at the operational level. FSEs are usually conducted in a real-time, stressful environment that is intended to mirror a real incident. Personnel and resources may be mobilized and deployed to the scene, where actions are performed as if a real incident had occurred. The FSE simulates reality by presenting complex and realistic problems that require critical thinking, rapid problem solving, and effective responses by trained personnel.

The level of support needed to conduct an FSE is greater than that needed for other types of exercises. The exercise site for an FSE is usually large, and site logistics require close monitoring. Safety issues, particularly regarding the use of props and special effects, must be monitored. Throughout the duration of the exercise, many activities occur simultaneously.



# APPENDIX E: REQUEST FOR EXERCISE ASSISTANCE

1. Who will be the main point of contact for the Planning Team and execution of the exercise?

Name:	
Phone:	
Email:	
SME?	Yes / No

2. What type of support are you needing? (check all that apply)

<input type="checkbox"/>	Exercise Design and Development	<input type="checkbox"/>	Subject Matter Expert
<input type="checkbox"/>	Controller	<input type="checkbox"/>	Evaluator
<input type="checkbox"/>	Facilitator	<input type="checkbox"/>	Simulator (SimCell)
<input type="checkbox"/>	Player	<input type="checkbox"/>	Actor
<input type="checkbox"/>	SEOC Support	<input type="checkbox"/>	Planning Team Member

**PLAN:**

3. What plan are you testing?

---

4. What portion of the plan is being tested?

---

5. Is there an exercise requirement? (grant, agency priority, etc.)

---

Has this plan been exercised before?

What type of exercise?	When?

If yes, what were the lessons learned? Corrective Actions?

Lessons Learned	Corrective Actions

6. Do you require any training prior to the exercise? If so, please indicate which.

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7. Who will be tested in this exercise? (mark all that apply)

<input type="checkbox"/>	EOC	<input type="checkbox"/>	Elected Officials
<input type="checkbox"/>	ESF 1: Transportation	<input type="checkbox"/>	ESF 2: Communications
<input type="checkbox"/>	ESF 3: Public Works	<input type="checkbox"/>	ESF 4: Firefighting
<input type="checkbox"/>	ESF 5: Emergency Management (EOC)	<input type="checkbox"/>	ESF 6: Mass Care
<input type="checkbox"/>	ESF 7: Logistics and Resource Support	<input type="checkbox"/>	ESF 8: Public Health
<input type="checkbox"/>	ESF 9: Search and Rescue	<input type="checkbox"/>	ESF 10: Hazardous Materials
<input type="checkbox"/>	ESF 11: Agriculture and Natural Resources	<input type="checkbox"/>	ESF 12: Energy
<input type="checkbox"/>	ESF 13: Public Safety	<input type="checkbox"/>	ESF 14: Long Term Recovery
<input type="checkbox"/>	ESF 15: Public Affairs	<input type="checkbox"/>	ESF 16: Military Support
<input type="checkbox"/>	First Responders	<input type="checkbox"/>	County(ies)
<input type="checkbox"/>	Volunteer Organizations	<input type="checkbox"/>	Elected Officials
<input type="checkbox"/>	Hospital /EMS	<input type="checkbox"/>	Business / Industry

**EXERCISE TYPE/DATE:**

8. What type of exercise do you want?

<input type="checkbox"/>	Seminar (60+ days planning)	<input type="checkbox"/>	Workshop (60+ days planning)	<input type="checkbox"/>	Tabletop (90+ days planning)
<input type="checkbox"/>	Drill (6-8 months planning)	<input type="checkbox"/>	Functional (1-year planning)	<input type="checkbox"/>	Full-Scale (1-2 years planning)

9. What time frame would you like to conduct the exercise? (month/year)

---

10. List hazard(s) to be exercised by priority:

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

11. List impact areas that are vulnerable to the hazard being exercised:

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

12. Specify which Mission Area is to be exercised (See Appendix A for definitions)

<input type="checkbox"/>	Prevention	<input type="checkbox"/>	Protection
<input type="checkbox"/>	Mitigation	<input type="checkbox"/>	Response
<input type="checkbox"/>	Recovery	<input type="checkbox"/>	

13. Specify core capabilities to be exercised (See Appendix A for definitions)

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

14. What objectives do you want to achieve?

- a. \_\_\_\_\_  
\_\_\_\_\_
- b. \_\_\_\_\_  
\_\_\_\_\_
- c. \_\_\_\_\_  
\_\_\_\_\_

15. What steps do you need to achieve your objectives (Critical Tasks)?

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

16. What is the timeline for the event?

- Before Incident
- Incident
  - Impact
  - Incident + 12-24
  - Incident + 48-72
- Recovery
  - Short term – up to 6 weeks
  - Mid-term – 6 weeks to 6 months
  - Long term – 6 months to 2 years

# APPENDIX F: IOEM VIRTUAL TRAINING GUIDELINES

## General Guidelines

- Software used for virtual training coordinated by IOEM will be Webex Training.
- IOEM has developed resources to help familiarize both instructors and participants with Webex Training before teaching or attending a virtual class. If instructors would like additional guidance or practice using the platform prior to the start of a course, they may contact Janelle Scheffelmaier, IOEM Training Operations Coordinator, at [jscheffelmaier@imd.idaho.gov](mailto:jscheffelmaier@imd.idaho.gov).
- All courses will have a minimum of two instructors. When one is presenting, the other instructor will monitor attendance and the chat area. The State Training Officer or designee may also assist instructors during trainings.
- All courses will start and end on time according to the times provided.
- Prior to each course there will be a 30-minute check-in and troubleshooting time for students to ensure they are able to access materials and interact with the instructor.
- The State Training Officer or designee will be available throughout each course to assist students and instructors.
- If you have questions prior to a course, contact IOEM Training and Exercise personnel:
  - Natalie Lahti, T&E Section Chief, 208-258-6543, [nlahti@imd.idaho.gov](mailto:nlahti@imd.idaho.gov)
  - Janelle Scheffelmaier, Training Operations Coordinator, 208-258-6588, [jscheffelmaier@imd.idaho.gov](mailto:jscheffelmaier@imd.idaho.gov)

## Virtual Instructor Expectations

- Instructors are required to use an electronic device that has a speaker, microphone, and camera, as well as an internet connection capable of streaming video and audio. Utilize the audio connection through your computer instead of calling in. Some features are not available for call-in users.
- Instructors must have the ability to share and edit Microsoft Word documents.
- Instructors are required to familiarize themselves with Webex Training prior to the start of the course.
- Instructors will coordinate with each other prior to each class to ensure the instructional units are divided up and assigned accordingly.
- Instructors will conduct student attendance checks when not instructing. However, in case of a disruption, each instructor should be prepared to cover for the other instructor.
- Complete the daily attendance sheet. Upon course completion, ensure that both instructors validate with signature or electronic signature and send the sheet to the State Training Officer or designee via email. If you have additional notes about the course, please include those comments/feedback in the email with attendance sheet attached.

## Virtual Student Expectations

- Students are required to use an electronic device that has a speaker, microphone, and camera, as well as an internet connection capable of streaming video and audio. Utilize the audio connection through your computer instead of calling in. Some features are not available for call-in users.
- Students must have the ability to share and edit Microsoft Word documents.

- Each student must have their own electronic device; students are not permitted to share a device with another student at the same location and receive credit for attending the course. Only the individual logged into Webex Training will receive credit.
- Students should familiarize themselves with the layout and compilation of learning materials prior to the course start time.
- Students should familiarize themselves with Webex Training prior to the course start time; students will all be sent resources to help familiarize them with Webex Training.
- Students are expected to be present for no less than 90% of the course.
- Students are expected to mute their microphones and cameras when not speaking/actively participating.

### **Student Attendance**

Students must attend at least 90% of the training to receive credit. A roster will be provided to all instructors prior to the course commencing. To ensure students are actually in attendance of the course, instructors will hold two separate attendance checks on each day of the course.

Instructors will also periodically check in with students during trainings to ensure the student is in attendance and participating. This may take the form of polling questions or other activity that requires full student participation/interaction. If a student is not available during check in, the instructors will make note and follow up with the student. Students can still step away for bathroom breaks or phone calls as they normally do for in-person courses.

### **Course Learning Materials**

The State Training Officer or designee will email all course materials to students at least 24 hours prior to the course start time. Students are responsible for notifying the State Training Officer or designee if there are issues with course material receipt.

### **Testing**

Many of the courses offered require that a student pass a final test with a 70% or better score. Tests will be completed electronically through Webex Training. Students are required to have cameras on while testing (microphones may remain muted). Unless other guidance is provided by the instructors, all exams will be closed book, and electronic devices other than the device the student is using to complete the exam should be turned off.

Exams are scored upon completion. Instructors will record the scores and send to the State Training Officer or designee.

Students who do not pass the exam will be allowed the option to retake it one time. This option is automatically provided to students through the online platform.

### **Course Evaluation**

Upon course completion, students will be provided a link to an online course evaluation. Instructors will be provided the evaluation results as requested.

### **Student Certificates**

Once students have completed and passed the class, the State Training Officer or designee will verify that the student met attendance requirements. Once that is confirmed, a certificate will be generated and emailed to the student.

## APPENDIX G: NATIONAL PRIORITIES

Presidential Policy Directive 8: National Preparedness (PPD-8) describes the Nation's approach to preparing for the threats and hazards that pose the greatest risk to the security of the United States. National preparedness is the shared responsibility of our whole community. Every member contributes, including individuals, communities, the private and nonprofit sectors, faith-based organizations, and Federal, state, and local governments. We describe our security and resilience posture through the Core Capabilities that are necessary to deal with great risks, and we will use an integrated, layered, and all-of-Nation approach as our foundation. We define success as:

A secure and resilient Nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk.

Using the Core Capabilities, we achieve the National Preparedness Goal by:

- Preventing, avoiding, or stopping a threat or an actual act of terrorism.
- Protecting our citizens, residents, visitors, and assets against the greatest threats and hazards in a manner that allows our interests, aspirations, and way of life to thrive.
- Mitigating the loss of life and property by lessening the impact of future disasters.
- Responding quickly to save lives, protect property and the environment, and meet basic human needs in the aftermath of a catastrophic incident.
- Recovering through a focus on the timely restoration, strengthening, and revitalization of infrastructure, housing, and a sustainable economy, as well as the health, social, cultural, historic, and environmental fabric of communities affected by a catastrophic incident.

# APPENDIX H: CORE CAPABILITIES LIST

The National Preparedness Goal identified 32 Core Capabilities as distinct critical elements needed to achieve the Goal. The Goal grouped the capabilities into five mission areas, based on where they most logically fit. Some fall into only one mission area, while some others apply to several mission areas. Source: <https://www.fema.gov/emergency-managers/national-preparedness/mission-core-capabilities>

PREVENTION	
1.	Planning *
2.	Operational Coordination *
3.	Public Information and Warning *
4.	Intelligence and Information Sharing **
5.	Screening, Search & Detection **
6.	Interdiction & Disruption **
7.	Forensics & Attribution
PROTECTION	
8.	Access Control & Identity
9.	Cyber-security
10.	Physical Protective Measures
11.	Risk Management For Protective Programs & Activities
12.	Supply Chain Integrity & Security
RESPONSE	
13.	Infrastructure Systems ***
14.	Critical Transportation
15.	Environmental Response/Health & Safety
16.	Fire Management & Suppression
17.	Fatality Management
18.	Mass Care Services
19.	Mass Search & Rescue Operations
20.	On-Scene Security, Protection, and Law Enforcement
21.	Operational Communications
22.	Logistics & Supply Chain Management
23.	Public Health, Healthcare & Emergency Medical Services
24.	Situational Assessment
RECOVERY	
25.	Economic Recovery
26.	Health & Social Services
27.	Housing
28.	Natural & Cultural Resources
MITIGATION	
29.	Community Resilience
30.	Long-Term Vulnerability Reduction
31.	Risk & Disaster Resilience
32.	Threat & Hazard Identification

\*Applies under all five mission areas.

\*\* Applies under Protection mission area as well.

\*\*\* Applies under Recovery mission area as well.



# APPENDIX I: 2020 INTEGRATED PREPAREDNESS PLANNING WORKSHOPS (IPPWs)

## T&E OBJECTIVES

- Support County, Tribal, and Stakeholder emergency management
- Along with AFO, assist communities to meet T&E grant requirements
- Intended Audience (Stakeholders) for IOEM IPPW:
  - IOEM Program Managers & Staff
  - Area Field Officer (AFO)
  - County/Tribe Emergency Managers
  - Health Districts
  - Emergency Support Function (ESFs)
  - Others not able to attend Regional IPPWs

## Program Managers/Stakeholders

Please be prepared to discuss the following:

- Training initiatives related to your program over the next 12-24 months.
  - Continued interest in courses cancelled due to Covid response
  - Interest in virtual format classes normally held locally/in-person
  - State delivered EMI G- and L- series courses
  - Consortium courses from offsite training providers -EMI, TEEX, NCBRT (LSU), NMT/EMRTC (New Mexico Tech)
- Exercises T&E may assist related to your program over the next 12-24 months.
  - Progressive buildup toward NLE 2022 Cascadia Rising
  - Local/Regional/multi-jurisdictional
  - Jurisdictional exercise planning/design assistance needs
  - Program-specific exercise needs

# IPPW WORKSHOP AGENDA

Although we will be presenting information, we would like this to be a process of interaction to best understand how IOEM T&E can support your program as we develop an Integrated Preparedness Plan for 2021-2022

1:30 pm	<b>Administrative Remarks</b>   Dave Ayers, T&E Project Manager
1:40 pm	<b>Welcoming Remarks</b>
1:45 pm	<b>Introductions</b>   Natalie Lahti, T&E Section Chief
1:45 pm	<b>Workshop Overview</b>   Natalie Lahti, T&E Section Chief
1:50 pm	<b>NIMS Program Update</b>   Darin Letzring, SE Area Field Officer
2:00 pm	<b>IRC NQS/PTB Update</b>   Cherylyn Murphy, IRC Program Coordinator
2:10 pm	<b>Program Manager Updates</b>   Participating IOEM Program Managers
2:30 pm	<b>BREAK!</b>
2:40 pm	<b>IPPW Survey Data and Core Capabilities</b>   Dave Ayers, T&E Project Manager <ul style="list-style-type: none"> <li>• Core Capabilities: Operational Coordination; Mass Care; Infrastructure Systems</li> </ul>
2:45 pm	<b>Training &amp; Exercise Program Updates:</b> <ul style="list-style-type: none"> <li>• Training   Janelle Scheffellaier, Training Operations Coordinator <ul style="list-style-type: none"> <li>○ IOEM-Sponsored NIMS Core Courses</li> <li>○ Additional Training Opportunities</li> <li>○ 2022 Training Calendar</li> <li>○ FY22 Community-Specific Integrated Emergency Management Course</li> <li>○ Instructors</li> </ul> </li> <li>• <b>NLE Cascadia Rising Resources Update</b>   Justin Salus, Idaho FIT</li> <li>• Exercise   Dave Ayers, T&amp;E Project Manager <ul style="list-style-type: none"> <li>○ Current Status</li> <li>○ Grant Overview</li> <li>○ NLE 2022 Cascadia Rising <ul style="list-style-type: none"> <li>▪ Progressive series of exercises for NLE preparation</li> <li>▪ Initial Planning Meeting (IPM) TBD Feb 24 or 1<sup>st</sup> week of March</li> <li>▪ NLE Participants / Planning Team!</li> </ul> </li> <li>○ Quarterly EOC Exercises</li> <li>○ IEMA Tabletop (Placeholder)</li> </ul> </li> <li>• Exercise Plan</li> </ul>
3:20 pm	<b>IRC Training &amp; Exercise Program</b>   T&E, IRC Program Coordinator
3:30 pm	Closing Remarks
3:30 - ?	Open Networking / Regional, Jurisdictional Discussion ( <b>Optional</b> )

## APPENDIX J: ACRONYMS

AAR/IP	After Action Report / Improvement Plan
AFO	Area Field Officer
AFRCC	Air Force Rescue Coordination Center
AHIMT	All-Hazard Incident Management Team
APS	Advanced Professional Series
ATC	Applied Technology Council
BMAP	Bomb-making Materials Awareness Program
CAMEO	Computer-aided Management of Emergency Operations
CAP	Corrective Action Program
CBRNE	Chemical/Biological/Radiological/Nuclear Explosive
CDP	Center for Domestic Preparedness
CI/KR	Critical Infrastructure / Key Resources
COG	Continuity of Government
COML	Communications Unit Leader
COMT	Communications Unit Technician
COOP	Continuity of Operations Plan
CPG	Comprehensive Planning Guide
CTOS	US DOE's Nevada Test Site and Counter Terrorism Operations Support
DHS	Department of Homeland Security
EMAC	Emergency Management Assistance Compact
EMI	Emergency Management Institute
EOC	Emergency Operations Center
EOP	Emergency Operations Plan
EOPT	Emergency Operations Plan Template
ESF	Emergency Support Function
ESFCG	Emergency Support Function Coordinating Group
FE	Functional Exercise
FEMA	Federal Emergency Management Agency
FLO	Fusion Liaison Officer
FOUO	For Official Use Only
FSE	Full-Scale Exercise
GMO	Grants Management Office (within IOEM)
HSEEP	Homeland Security Exercise and Evaluation Program
ICS	Incident Command System
IDEOP	Idaho Emergency Operations Plan
IEMA	Idaho Emergency Managers Association
IEMC	Integrated Emergency Management Course
IMT	Incident Management Team
IPP	Integrated Preparedness Plan
IPPW	Integrated Preparedness Planning Workshop
IOEM	Idaho Office of Emergency Management
IRC	Idaho Response Center
IS	Independent Study
JIS/JIC	Joint Information System/Joint Information Center
LEPC	Local Emergency Planning Committee
MAC	Multi-agency Coordination

MCI	Mass Casualty Incident
MEPP	Master Exercise Practitioner/Program
MSEL	Master Scenario Events List
MOU	Memorandum of Understanding
MYSMP	Multi-year Strategy and Program Management Plan
NDPC	National Domestic Preparedness Consortium
NDPTC	National Disaster Preparedness Training Center at the University of Hawaii
NGO	Non-governmental Organization
NIMS	National Incident Management System
NMT EMRTC	New Mexico Institute of Mining and Technology Energetic Materials Research & Testing Center
NQS	National Qualification System
NRF	National Response Framework
PAO	Public Affairs Officer
PDA	Preliminary Damage Assessment
PDS	Professional Development Series
PIER	Public Information Emergency Response
PIO	Public Information Officer
PSC	Public Safety Communications
RDPC	Rural Domestic Preparedness Consortium
SAR	Search and Rescue
SHMP	State of Idaho Hazard Mitigation Plan
SimCell	Simulations Cell
SME	Subject Matter Expert
SOP	Standard Operating Procedure
SPR	State Preparedness Report
T&E	Training and Exercise
TEEX	Texas A&M University
THIRA	Threat Hazard Identification and Risk Assessment
TTCI	Transportation Technology Center, Inc.
TTX	Table-Top Exercise
USCG	United States Coast Guard
VBIED	Vehicle Born Improvised Explosive Device
WMD	Weapons of Mass Destruction

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