



Ohio EMA Field Journal

for Grants, Training and Exercise

June 2020

VIRTUAL LEARNING TO BE OFFERED BY OHIO EMA

In an effort to ensure the continuation of learning in Ohio for emergency managers, first responders and partners Ohio EMA is working to establish the capability of distance learning. Creating a virtual learning environment allows students to continue learning in a non-congregate setting for when events such as COVID19 happen.



We are currently planning to use the MS Teams platform for trainings. The Training Staff have been conducting tests with instructors, potential students and other states to ensure we are prepared for virtual course delivery. We are also finalizing a policy for virtual learning that will set some of the foundation for students and instructors on how to use this new platform.

Currently, we have three pilot courses scheduled to test the virtual learning platform. These courses are schedule in June and are marked as “virtual” in the *Ohio EMA Upcoming Trainings* section listed in this field journal.

K-12 SEVERE WEATHER TABLE TOP TOOLKIT RELEASED

The Ohio Emergency Management Agency is pleased to announce its release of the “[K-12 Severe Weather Table Top Exercise Toolkit](#)” tabletop exercise toolkit. This free toolkit is designed to prepare administrators, teachers, and first responders to prepare K-12 schools for weather related emergencies. This resource considers sheltering in place, rapid assessment, and if needed, early school closing and student reunification should it be damaged because of weather.



The free toolkit provides all necessary information and materials to easily plan for and host a tabletop exercise.

Ohio EMA’s previously released toolkits; [Mall Active Shooter](#), [Business Continuity: Disaster in the Workplace](#), [Higher Education Active Aggressor Tabletop Exercise Toolkit](#) and the [Houses of Worship: Targeted Disruption](#) have been downloaded nearly 3,000 times in nine countries and 46 states.

Watch for two other K-12 toolkits to be released later in 2020. One will address an active shooter situation in primary and secondary schools and the other will address a hazardous material release in the vicinity of a K-12 school.



JULY TRAINING APPLICATIONS

Over the last few months Ohio EMA and many counties made the informed decision to cancel many trainings around the state. It is our hope that Ohio EMA will once again be able to support many training in the coming year. However, some of these trainings may need to be conducted virtually.

Our current plan is to begin accepting training applications from County EMA's starting July 1. The submittal period for this application process will be open from July 1-21, 2020. The last week in July the training staff will review the requests and award trainings.

Counties are encouraged to collaborate with neighboring counties and within their regions when applying for trainings to avoid duplications and help fill seats. Counties are also encouraged to review their Multi-Year Training & Exercise Plans (MYTEP) as well as their Threat and Hazard Identification and Risk Assessments (THIRA).

We at Ohio EMA understand that many of you are busy with the COVID19 response and we want to be sensitive to that concern. Likewise, we understand that other emergencies and disasters are not going to wait until this current situation is over to allow us to move forward with training opportunities.

The training staff looks forward to accommodating county training needs, as best possible, over the next year.

EARTH-EX 2020

EARTH EX 2020 is a free, self-facilitated, "Come-as-you-are" exercise where participants can examine and rehearse critical executive and operational decision-making for Black Sky events. Black Sky events are those that severely disrupt normal functioning of our critical infrastructures – most notably power - in multiple regions for long durations. The goal of this exercise is to improve community resilience through cross-sector planning, training, and exercising.

This year's event is a complex scenario involving an electromagnetic pulse (EMP) followed by a directed cyber-attack. The goals are to foster EMP and cyber threat awareness, while focusing on continuity and contingency plans for long term power outages. Continuity areas will include: supply chains, critical lifelines, essential workers, food, information sharing, recovery, and alerts and assessments.

To participate, organizations need to register here: <https://www.eiscouncil.org/EarthEx.aspx>. As with the prior year there are 38 participant lanes that include local and state emergency management agencies, law enforcement, fire/rescue, medical facilities, energy, transportation, emergency radio, and 30 others. Prior to the exercise, the designated facilitator will receive training on how to use the online tools. They will also receive pre-exercise material leading up to the exercise. The exercise launch date is September 1, 2020 and is available through October 31, 2020. Minimum requirements are internet access and a computer. Please consider taking advantage of this exercise to better prepare your community.





OHIO EMERGENCY MANAGEMENT AGENCY FIELD JOURNAL

GRANTS UPDATE

Good record keeping makes life easier. If you trash records that should be retained you open yourself up to legal problems, but if you keep records too long you waste precious space and resources. So how long should you keep Federal grant files?

To start, see 2 CFR 200.333. Federal award records must be retained for a period of three (3) years from the date of submission of final expenditure report. However, that final expenditure report is not your report to Ohio EMA, its Ohio EMA's report to FEMA. The 200.333 rule goes on to include six exceptions. We aren't going to detail all of them here, so your best bet is to follow the Federal Grant Retention Schedule provided by Ohio EMA and updated annually. You can find the Federal Grant Retention Schedule on the [Grants Branch home page](#).



Not covered in the Federal Retention Schedule is your equipment records. All equipment acquired with Federal funds must be maintained for 3 years after disposition, replacement, or transfer. This requirement would also include your annual Master Inventory List, which should contain details on equipment 3 years after you last had possession.

If you have questions about what types of records are included in grant files contact your Ohio EMA Grant Specialist. Please note, your county may have its own policy for record retention. You follow the strictest retention rule, whether it be county or federal requirements.

FEMA UPDATES ONLINE CERT COURSES

FEMA has recently updated two of their online CERT courses; the IS-315 (CERT and ICS) and IS-317 (Introduction to CERTs). Both courses are now significantly shorter in length but the material is great information for those new to CERT programs as well as experienced CERT Members and Program Coordinators / Managers that took the previous iterations.

The IS-315.a course brings ICS concepts up-to-date with both, the updated 2017 NIMS guidance and the 2019 CERT Basic update. Overall, this updated course does a nice job highlighting how CERT fits into the larger ICS structure of an incident or event and outlining the purpose of following NIMS and ICS doctrine.

The updated IS-317.a course is now much shorter at just 2-hours. This course has been refined to focus on what CERT is and how it functions. The update intersperses a number of success stories and tools from other programs around the country while shining a light on the value of planning for and using volunteers. This update is a good overview to develop an understanding of the CERT Program for residents, policy makers, and emergency managers.



You can find both courses on the FEMA Independent Study course list:

- IS-315.a CERT & ICS: <https://training.fema.gov/is/courseoverview.aspx?code=IS-315.a>
- IS-317.a Introduction to CERTs: <https://training.fema.gov/is/courseoverview.aspx?code=IS-317.a>



OHIO EMERGENCY MANAGEMENT AGENCY FIELD JOURNAL

OHIO EMA UPCOMING TRAINING

Ohio EMA Training Calendar: <https://webeoc.ema.state.oh.us/TrainingAndExercise/courselist.aspx>

Register on the DPS Training Campus: <https://trainingcampus.dps.ohio.gov/cm/cm710/pstc/pstc.html>

Note:

- All classes will be posted on the DPS training campus at least 60 days prior to the start of the course.
- Classes submitted during the January 2020 application submittal period are not yet on this list.

1	G-557 Rapid Needs Assessment – <i>Virtual</i>	June 9, 2020	Fulton County
2	ICS-300 Intermediate Course – <i>Virtual</i>	June 9 – 12, 2020	Ohio EMA
3	G-364 Multi-Hazard Planning for Schools – <i>Virtual</i>	June 23 – 24, 2020	Lake County
4	G-288 Volunteer and Donation Management	July 14 – 15, 2020	Lucas County
5	MGT-315 Critical Asset Risk Management	July 21 - 22, 2020	Ohio EMA
6	G-2300 Intermediate Emergency Ops. Center Functions	August 4 – 6, 2020	Ohio EMA
7	G-191 ICS / EOC Interface	August 12, 2020	Fulton County
8	L967 Logistics Section Chief	August 17 - 21, 2020	Summit County
9	MGT-414 Advanced Critical Infrastructure Protection	August 26, 2020	Ohio EMA
10	OH-202 Debris Management	August 26, 2020	Lake County
11	L-146 HSEEP	August 26-27, 2020	Hamilton County
12	G-418 Mass Care / Emergency Assistance Planning and Operations	August 26 – 27, 2020	Ohio EMA
13	G-191 ICS / EOC Interface	August 27, 2020	Fairfield County
14	G-386 Mass Fatalities Incident	September 1 – 2, 2020	Ohio EMA
15	G-205 Recovery from Disasters	September 9 - 10, 2020	Ohio EMA
16	G-235 Emergency Planning	September 21 – 22, 2020	Cuyahoga County
17	ICS-300 Intermediate ICS	September 21 - 23, 2020	Stark County
18	G-271 Hazardous Weather and Flood Preparedness	September 22 – 23, 2020	Wood County
19	G-2300 Intermediate Emergency Ops. Center Functions	September 22 – 24, 2020	Lake County
20	ICS-300 Intermediate ICS	September 28 - 30, 2020	Cuyahoga County
21	ICS-400 Advanced ICS	October 6 - 7, 2020	Jefferson County
22	G-108 Community Mass Care and Emergency Assistance	October 8 - 9, 2020	Clermont County
23	ICS-400 Advanced ICS	October 10 - 11, 2020	Mercer County
24	ICS-300 Intermediate ICS	October 13 - 15, 2020	Hamilton County
25	ICS-400 Advanced ICS	October 19 - 20, 2020	Cuyahoga County
26	L-451 Academy I–Application of Advanced Individual Concepts in Emergency Management	October 19 – 23, 2020	Ohio EMA
27	G-272 Warning Coordination	October 20 – 21, 2020	Wood County
28	G-557 Rapid Needs Assessment	October 21, 2020	Lake County
29	ICS-300 Intermediate ICS	October 21 - 23, 2020	Summit County
30	ICS-400 Advanced ICS	October 22 - 23, 2020	Stark County
31	ICS-400 Advanced ICS	October 27 - 28, 2020	Summit County
32	G-235 Emergency Planning	October 28 – 29, 2020	Ohio EMA
33	ICS-300 Intermediate ICS	November 2 - 4, 2020	Marion County
34	OH-606 Recovery From Disaster Workshop	November 5, 2020	Wood County
35	OH-607 PA Cost Documentation / Damage Assessment	November 5, 2020	Wood County
36	ICS-400 Advanced ICS	November 5 - 6, 2020	Marion County
37	ICS-400 Advanced ICS	November 17 - 18, 2020	Hamilton County
38	OH-101 Developing and Maintaining and EOP	November 19, 2020	Hamilton County
39	G-402 ICS Overview for Executives and Senior Officials	November 18, 2020	Cuyahoga County
40	ICS-300 Intermediate ICS	December 1 - 3, 2020	Lucas County



OHIO EMERGENCY MANAGEMENT AGENCY FIELD JOURNAL

41	G-557 Rapid Needs Assessment	December 8, 2020	Hamilton County
42	ICS-400 Advanced ICS	January 7 - 8, 2021	Lucas County
43	L-452 Academy II–Assessment of Teams in Professional Emergency Management	January 25 – 29, 2021	Ohio EMA
44	L-453 Academy III–Contemporary Issues in the Emergency Mgmt. Organization	May 3 - 7, 2021	Ohio EMA
45	L-454 Academy IV–Advanced Concepts and Policy in the EM Profession	July 12 – 16, 2021	Ohio EMA

INFECTIOUS DISEASE RELATED ONLINE TRAININGS

Louisiana State University (LSU)

[Safer at Home](#)

Designed for those whose professions demand they put themselves at higher risk of contracting COVID-19, this 3-and-a-half-minute video presentation introduces several safety measures that emergency responders and other essential personnel can use before and after shifts to minimize the risk of introducing the coronavirus to their homes.

[CDC Sequence for Donning and Doffing PPE](#)

A 6-minute video that walks viewers step-by-step through the guidelines prescribed by the CDC for donning and doffing a gown, mask/respirator, face shield, and gloves.

[COVID-19 Roll Call Training](#)

In order to ensure officer safety during the COVID-19 crisis this 18-minute training video for law enforcement provides information on how officers can keep themselves safe before, during, and after contact with others in the course of their job. It also addresses the steps officers can take at the end of a shift to protect their loved ones.

[USING CAMEO FM/MARPLOT FOR COVID-19](#)

A job aid for utilizing CAMEO FM and/or MARPLOT to manage data regarding the COVID-19 pandemic. This job aid consists of a 13-page document with videos which will guide users through the initial set-up of CAMEO for the tracking of COVID-19 as well as allow users to supplement tracking COVID-19 with the MARPLOT program to identify vital locations such as primary hospitals & testing sites during the pandemic. **PLEASE BE ADVISED THAT THAT THIS JOB AID IS DESIGNED AND INTENDED FOR AGENCIES THAT ALREADY UTILIZE CAMEO FM AND HAVE A SIZABLE DATABASE IN PLACE.**

Once the request forms are submitted you will be sent a link to the training materials. No FEMA SID is required to receive materials. As always, all NCBRT training is offered at no cost to you.

[Officer Safety: Time, Distance and Shielding](#)

This animated video serves as a visual tool for highlighting the proper precautions that officers and emergency responders should take when performing their day-to-day operations during the COVID-19 pandemic. The video includes a basic summary on how COVID-19 is spread, recommendations for interactions with the public, and steps on how to properly sanitize equipment and clothing.

[LSU NCBRT Preparedness Podcast - Episode 1](#)

In this episode, we talk to Tom Davis, Police Chief, Lynnwood Police Department; Cherie Harris, Police Chief, Kirkland Police Department; and Scott Parker, Captain, Snohomish County Sheriff’s Office about the COVID-19 response in America’s first epicenter: Washington state. They share their insights on dealing with the crisis in Washington and offer advice on how other states can be proactive in their responses as the pandemic spreads.



OHIO EMERGENCY MANAGEMENT AGENCY FIELD JOURNAL

[LSU NCBRT Preparedness Podcast - Episode 2](#)

Seguin, TX Police Chief Terry Nichols and Hennepin County, MN Sheriff's Office Chief of Staff Rob Allen discuss how coronavirus is affecting emergency responders' internal operations. What are the plans in place if an officer tests positive for coronavirus? How are emergency response agencies taking necessary precautions to ensure safety on the job? How are service calls changing in the face of a pandemic and social distancing?

Texas A&M Engineering Extension Service (TEEX)

The TEEX Infrastructure Disaster Management and Recovery instructional team have developed **four new TEEX Instructor-Led webinar courses**. These 1-hour courses are delivered via WebEx and at no cost to students. You will need to register for a specific date/time that these courses are offered.

[Assessing Risk for Public and Private Services](#)

This webinar will provide Public and Private Services staff and managers alike with an increased awareness of understanding risk and how utilizing a risk assessment process improves resiliency. The presenter will share best practices, methods, and practical experiences on assessing risk from an emergency management perspective.

[Public Works Emergency Management and Continuity Planning](#)

This webinar will provide Public Work Agencies with awareness level information on emergency management and continuity planning. The presenter will apply current and up to date information for Public Work staff that will help make sure Public Work Agencies are better prepared to handle any unintended consequences of COVID-19.

[Protecting First Responder – First Receiver Staff with PPE Tips](#)

This webinar will provide First Responders, First Receivers, and Staff with awareness level informative tips to help protect yourself and others using personal protective equipment. The presenter will share practical experience on personal protective equipment and considerations to safely maximize barrier protection from a biological pathogen as well as biological hazardous waste handling.

[Ensuring Water and Wastewater Service During a Pandemic](#)

This webinar will provide Water and Wastewater Utilities managers and staff with information to ensure continuity of water and wastewater services during a pandemic. The presenter will discuss current recommendations and best practices for water and wastewater utilities during the COVID-19 pandemic to mitigate impacts on utilities while continuing to provide essential services to the community. This webinar will also describe steps that certain utilities have already taken to ensure the continuity of operations during the current pandemic.

[AWR-111 Internet-Basic Emergency Medical Services \(EMS\) Concepts for Chemical, Biological, Radiological, Nuclear, and Explosive \(CBRNE\) Events](#)

Is it natural or weaponized? Exposure or contamination, what is the difference? Why did everyone in the room become sick? Where does Emergency Medical Services (EMS) fit into the Incident Command System (ICS) tree? Learn the answers to these questions and more by taking the web-based Basic Emergency Medical Services Concepts for Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) course. AWR111-W can be completed by someone initially seeking information about this topic or by a health care provider wanting to enhance their knowledge concerning CBRNE events.

[AWR-314 Medical Countermeasures Awareness for Public Health Emergencies](#)

The Medical Countermeasures Awareness for Public Health Emergencies course is a web-based course that enhances community preparedness by providing awareness-level training on the roles and responsibilities of the local public health community and its partners. The course covers local and federal resources and capabilities that may exist to help provide post-exposure prophylaxis for a large population in response to a catastrophic CBRNE or other public health event. It also reviews actions taken by a local jurisdiction during a public health emergency that require response at the local level and deployment of the Strategic National Stockpile (SNS).



OHIO EMERGENCY MANAGEMENT AGENCY FIELD JOURNAL

Center for Domestic Preparedness (CDP)

[AWR-358 Hazardous Materials Awareness Distance Learning](#)

AWR-358 Hazardous Materials Awareness Distance Learning course provides students from all backgrounds with knowledge and practical experience in essential, awareness-level hazardous materials competencies as defined by NFPA® 1072: Standard for Hazardous Materials/Weapons of Mass Destruction Emergency Response Personnel Professional Qualifications and NFPA 472: Standard for Competence of Responders to Hazardous Materials/Weapons of Mass Destruction Incidents. The course provides training to proficiency in identifying hazardous, utilizing the U.S. Department of Transportation's Emergency Response Guidebook to identify hazardous materials risks and protective actions, utilizing hazard communication documents to identify hazardous materials risks protective actions, and determining awareness-level personal and public protective actions.

[AWR-922-W Environmental Health Training in Emergency Response: Awareness](#)

AWR-922-W Environmental Health Training in Emergency Response course provides students with an introduction to the special circumstances environmental health responders may face and tasks they perform during emergency preparedness for, response to, and recovery from disasters. The course also provides information on the procedures for protecting environmental health responders, other response partners, and the public during disaster response and recovery.

Rural Domestic Preparedness Consortium (RDPC)

[MGT 433-W Isolation and Quarantine for Rural Communities](#)

Isolation and Quarantine for Rural Communities (WBT) is designed to provide individuals with the general knowledge necessary to begin planning for situations requiring the isolation and/or quarantine (I&Q) of a large portion of local, rural populations. This self-paced, web-based course will educate learners on I&Q in a modern context, discuss legal and ethical issues associated with I&Q, and present preparedness, planning, response, and support considerations. In addition, Isolation and Quarantine for Rural Communities will address communication strategies as well as I & Q resources.

Emergency Management Institute (EMI) IS Courses

[IS-5.A: An Introduction to Hazardous Materials](#)

This Independent Study course is intended to provide a general-introduction to hazardous materials that can serve as a foundation for more specific studies in the future. This course does not meet Hazardous Materials response requirements identified in HAZWOPER standard (29CFR1910.120(q)(6)(i)). No prior knowledge of the subject is required or assumed.

[IS-346: An Orientation to Hazardous Materials for Medical Personnel](#)

This course is designed to prepare hospital personnel to analyze hazardous materials situations, take the necessary steps to assure medical provider safety, and identify appropriate resources for decontamination and medical care. However, additional training is required to diagnose and treat patients who have been involved in hazardous materials incidents. This course alone does not fulfill all of OSHA's requirements for hazardous materials training at the awareness level.

[IS-520: Introduction to Continuity of Operations Planning for Pandemic Influenzas](#)

This course introduces students to the characteristics of a pandemic influenza, the effects that a pandemic influenza can have on every facet of our society, and the steps their organizations can take to minimize the effects of a pandemic.

[IS-2905: Coordinating Health and Social Services Recovery](#)

The purpose of this course is to provide an in-depth orientation to the Health and Social Services Recovery Support Function (HSS RSF) – one of the six recovery capabilities identified in the National Disaster Recovery Framework (NDRF). This course will describe the HSS RSF's mission and core activities; the federal role in HSS recovery operations; how local, state, tribal, territorial, and federal resources coordinate and collaborate during recovery efforts; and the process for executing a unified recovery effort.