WELCOME LOCAL EMERGENCY MANAGEMENT COORDINATORS

Local Emergency

Management Coordinators

Q1-Training

Benton Best, Acting Emergency Management Coordinator

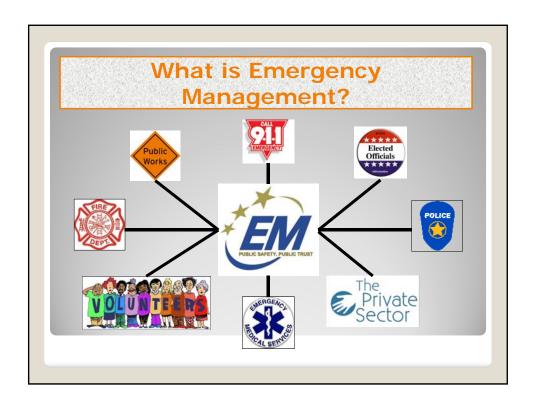
> 02/10/16 Wellsboro, PA

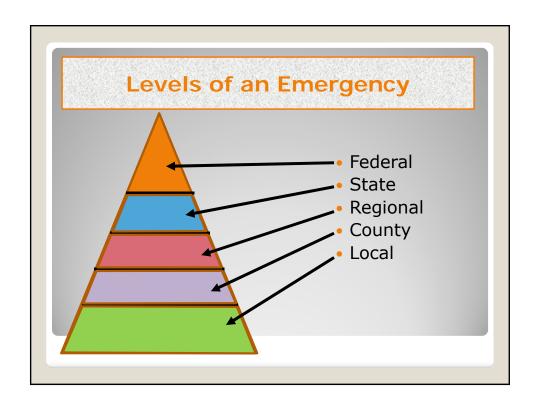
Agenda

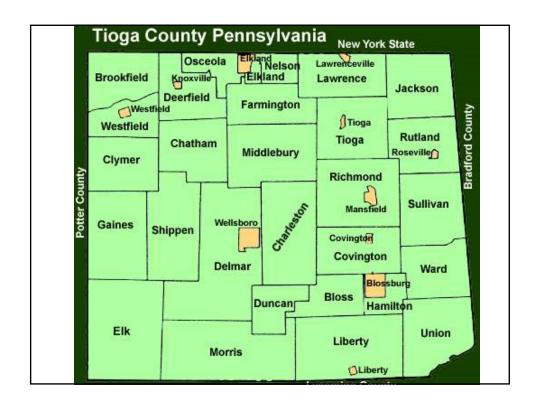
- 6:30-6:40 Introductions
- 6:40-7:00 Benton Best (County Coordinator)
- 7:00-7:20 Ian Druetto (Training)
- 7:20-8:00 Fred Boylstein (PEMA)
- 8:00-8:10 Break
- 8:10-8:30 Emily Kreider (Planner)
- 8:30-8:50 Julie Erway (Financial/Admin Assistant)
- 8:50-9:10 Tasha Dodge (GIS/911 Addressing)
- 9:10-9:30 Tour of 911 Center

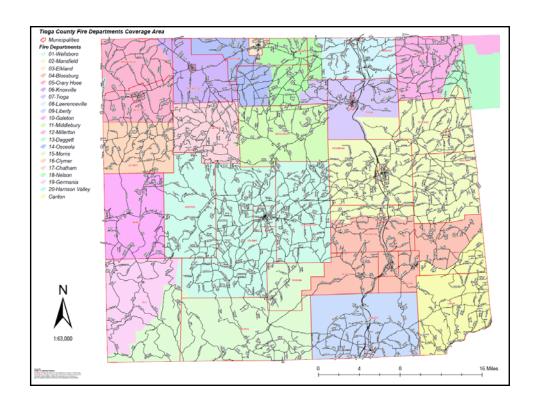
Introductions

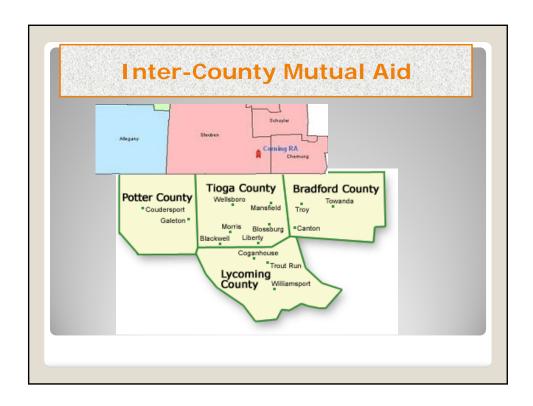
- Name
- Title
- Agency or Jurisdiction
- Years / Level of Experience

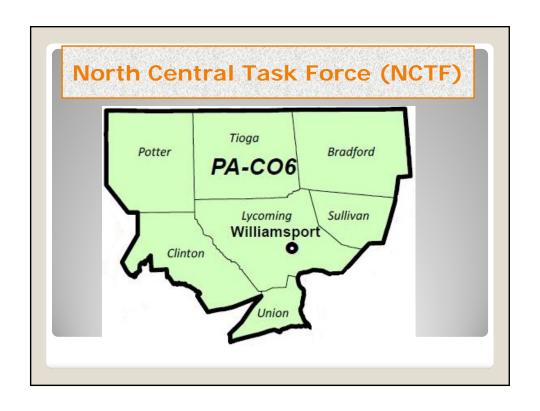


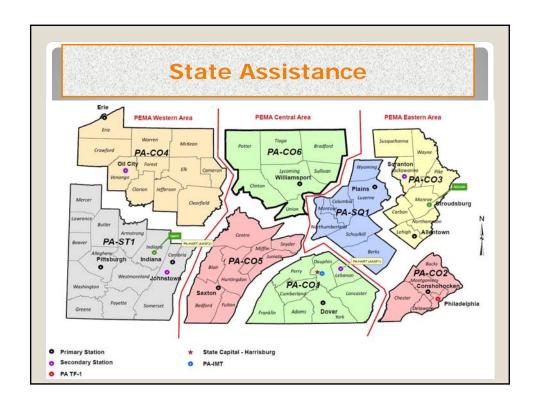








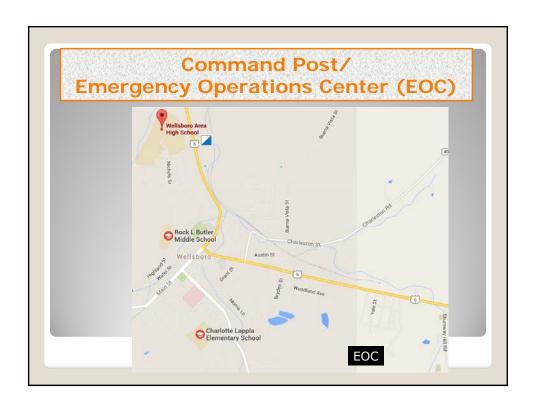






How do emergencies work?

- 911 Call
- First units arrive on scene and assess
- Establish Incident Command Post (ICP) and request additional resources
- County Emergency Operations Center (EOC) is opened
- State Emergency Operations Center (SEOC) is opened



Basic Responsibilities

- Planning/Preparedness
 - Dam plans, school plans, hospital plans, etc.
- Training/Exercising
 - Take courses so we are prepared
 - Exercise plans so everyone else is prepared
- Incidents & Special Events
 - Assess the damage/impact of the incident
 - Help coordinate response

Other Responsibilities

- Track and request resources for emergencies
 - People/personnel
 - Organizations Teams, crews, groups
 - Equipment
 - Facilities

What should the Local Coordinator do?

- Maintain contact information
 - Boro/Township Staff
 - Critical Facilities in the jurisdiction
- Review emergency plans for critical facilities
- Activate for large-scale emergencies (either at Command Post or EOC

What should the Local Coordinator do?

Be the "eyes and ears" of the County EMA



- Flooding
- Storm damage
- Snow accumulation/slippery roadways

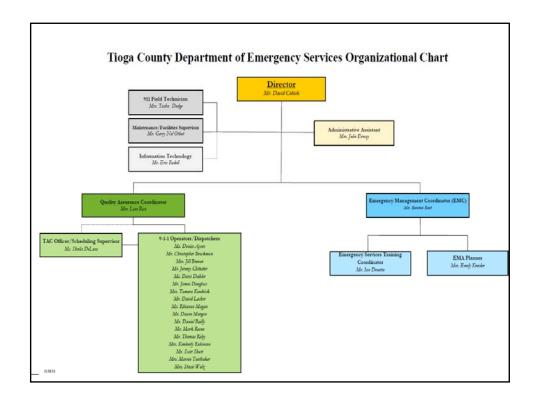
What should the County Coordinator do?

- Coordinate planning
- Develop strategic plans to equip the County with necessary resources
- Help manage large-scale incidents
- Be centralized point of contact for Local Emergency Management Coordinators (LEMCs)

Who are the Emergency Management Authorities?

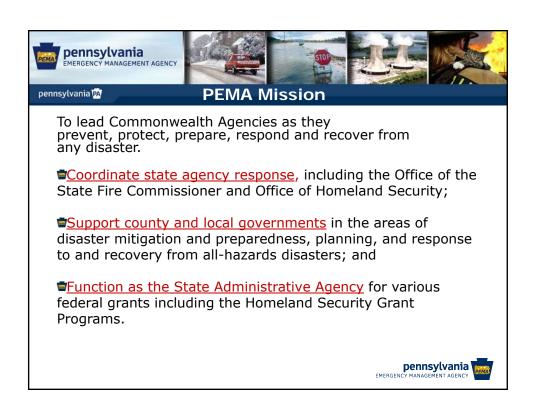
- FEMA Federal Emergency Management
 Agency
- PEMA Pennsylvania Emergency
 Management Agency

 PEMA Pennsylvania Emergency
 Pennsylvania Emergency
 Pennsylvania Emergency
- Tioga County Emergency Management
 Agency





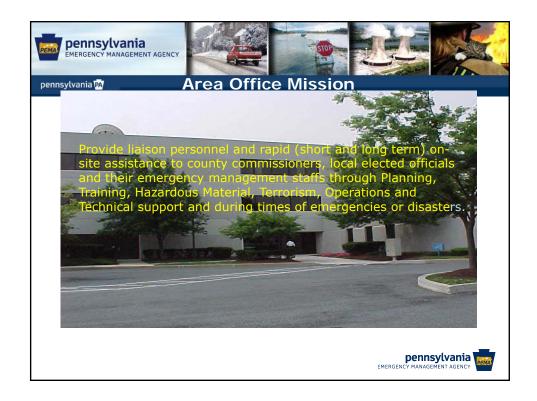




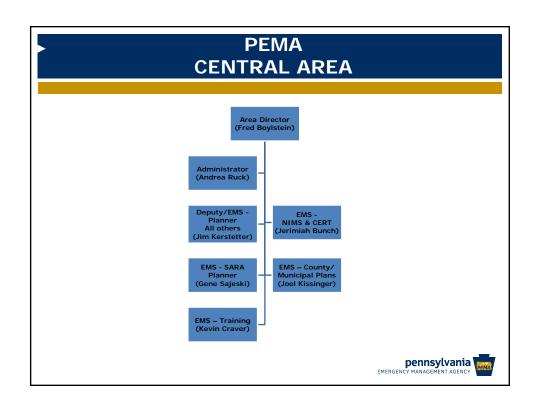


- The State Emergency Operations Center (SEOC) is the commonwealth's principal warning and coordination center.
- Staffed around-the-clock, it's in constant contact with federal, state, and county emergency management staff. The center has access to all state agencies and federal response resources.
- The SEOC also functions as the principal information-support provider during disasters and emergencies.
- Staffing in the SEOC varies from 2 to more than 80 trained specialists, many from other state agencies including Emergency Preparedness Liaison Officers (EPLOs)









Area Director

- · PEMA Area Office Liaison with:
 - County Commissioners
 - Township Officials
 - Borough Council Members
 - County Emergency Management Coordinators
 - Municipal Emergency Management Coordinator
 - Other Elected Officials
- Conduct Training
 - Elected Officials Seminars
 - Damage Assessment Training
 - National Incident Management System
 - Knowledge Center Damage Reporter Pending
 - Importance of Impact Statements
- Assign and track Area EMS Duties/Responsibilities and events
- Represent Area Office and PEMA at various meetings, conferences and seminars.
- Provide Guidance and Assistance to County Coordinators
- · Assist Area Task Forces
- · Program Management



Each member of the Central Area office is classified as an Emergency Management Specialist (EMS) with the exception of the Deputy and Secretarial position. Each EMS has a particular area of focus, as follows:



Emergency Management Specialist

- · Liaison Officer
- Damage Assessment
- Disaster Recovery Centers
- Public Assistance Teams
- · Emergency Operations
- Training
- Planning
- Hazardous Material
- · Pike County Deployment



EMS - Plans (Jim Kerstetter, Deputy)

- · Deputy Area Director
- · Make liaison visits to assist with emergency planning
- · Central Area Public Assistance/HM Officer
- Brief the PEMA Director on the status of the disaster area
- Provide guidance on the collection of information needed for the Small Business Administration and Economic Injury Programs
- Act as Liaison between the counties and PEMA Recovery and Mitigation for the development of the county Hazard Mitigation Plan
- Assist the County Planner and the EMC in the development of the Hazard Mitigation Plan
- Central Area Point of Contact for Dam Plans, NFIP (Biggert-Waters Act)
- · Central Area Planner for Child Care, PODS, Mass Causality/Fatality
- Previstar Trainer
- Deployed to Centre County for 2013 Fire
- · Deployed to Colorado for 2013 Flooding Event
- PSP/Pike County Deployment October 2014



Administrator (Andrea Ruck)

- Provide assistance to the PEMA C/A Director
- Field questions from County Coordinators and their staff; answer questions, when possible, or refer them to C/A staff for answers
- · Quarterly Training
 - Provide registration, lodging, and meals counts to hotel
 - Collect information and assemble packets for attendees
 - At site location do registration and provide back-up support
- Process Municipal Coordinator appointments
- · Process time sheets, enter information into SAP, track leave requests
- Enter events/appointments into Agency Calendar
- · Maintain files on each county
- During a disaster, provide back-up support to personnel in the field and act as a liaison to the SEOC
- · Order supplies and maintain adequate stock; maintain printers, faxes, copier



EMS – Planner (Joel Kissinger)

- Damage assessment and liaison during disasters
- County Emergency Operations Plans
- Municipal Emergency Operations Plans
- · School Plans
- Mass Evacuation Planning
- Special Event Planning
- Regional EMA Plans & Resolutions
- · Municipal Program Reviews
- Spring Weather Exercise
- Attends Task Force Meetings
- Deployed Union County Mass Causality Bus Accident
- · Lead planner Gettysburg 150th Anniversary



EMS – SARA Planner (Gene Sajeski)

- Attend scheduled Local Emergency Planning Committee's (LEPC'S) in 23 Counties.
 - (Over 80 in 2014)
- Advise and recommend courses of actions and spending that comply with Act 165
- Primary point of contact and liaison for HAZMAT administrative questions or problems at Area level
- · Assist county's with exercise planning and evaluation
- Review and approve new SARA title III facility plans and updates
- Observe and participate in HAZMAT exercises and evaluate as necessary
- Initiate and participate in HAZMAT team certification
- Marcellus/Pipeline/Bakken POC
- Deployed to Clinton County for 2013 Flooding Event
- PSP/Pike County Deployment October 2014
- Central Area POC for LLWS



EMS - NIMS and CERT (Jeremiah Bunch)

- Central Area Trainer for counties and municipalities
- Community Emergency Response Team (CERT) Training
- · Central Area POC for Knowledge Center
- Conducted night and weekend classes on CERT/Citizen Corp
- Works closely with BOSP on NIMS Implementation
- Central Area POC for 2015 Emergency Management Conference
- · Creation Fest Huntingdon County, LLWS Lycoming County
- COOP Planner
- · Assist county's with exercise planning and evaluation
- PSP/Pike County Deployment October 2014
- Deployed Earth First Protest, Lycoming County 2014
- Alternate LEPC
- PA Fire Academy Certified Instructor



EMS - Trainer (Kevin Craver)

- · Responsible for Central Area Quarterly Training
- Responsible for planning and evaluating County Certification Exercises
- Responsible for the County and Municipal Certification Program
- Various speaking engagements/seminars
- Damage Reporting
- · Elected Official Seminars
- PA Fire Academy Certified Instructor
- Graduated Master Exercise Practitioners Program (MEPP)
- PSP/Pike County Deployment October 2014
- Central Area Individual Assistance Officer
- Member of PA IMT



EMERGENCY MANAGEMENT SERVICES CODE CHAPTER 75

Local Government Organizations and Services



Under Revision



Emergency Management Services Code (Chapter 75 - Local Organizations and Services)

- Local Coordinator of Emergency Management
 - General Rule Must have coordinator
 - County Coordinator Selected by Elected Officials
 - Local Level
 - Selected by Local Elected Officials
 - **&** Regionalization
 - 🔤 Qualifications Must be professionally competent
 - In-service Training Completed as prescribed by the Agency (Basic, Advanced and Professional Certification)
 - Responsibility for Training Next higher Level Lyvania

• EMAIL

- fboylstein@pa.gov
 - Telephone
 - 717-651-7079



Local Emergency Management Coordinators

Q1-Training

Ian Druetto Training Coordinator



02/10/16 Wellsboro, PA

Duties

- Coordinate with local Fire, EMS, and Police agencies to meet the training needs of the departments within the county.
- Maintain record of county class pre-registrations
- Track training data and develop Reports to showcase the training efforts that are being put forth by the Fire and EMS departments in Tioga County.

Duties cont.

- Sitting member of several committees within the North Central Task Force.
 - Training Committee
 - Incident Management Team
 - Fire,Rescue/Hazmat Committee
 - Health and Medical Committee
- Communicate the findings of these groups back to the local departments to improve training efforts and try to reduce duplication of services, and improve interoperability.

Duties cont.

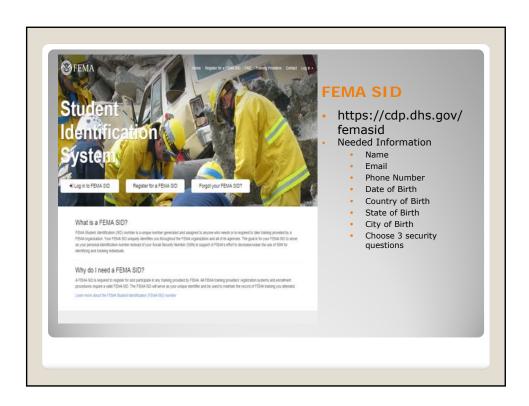
- Assist the Department of Health Regional Council with ambulance, QRS(Quick Response Service), and rescue certification inspections.
- Assist Benton in the development of EOC activation exercises and After Action Reviews for large scale incidents within the county.
- Assist Benton in preparing and maintaining LEMC training records, and PEMA certification levels.

Pennsylvania Emergency Management Agency (PEMA)

- PEMA has developed three Personal Professional Certification Levels For Local Level Emergency Management Coordinators.
- These three levels are the classes that PEMA feels are essential for LEMC's to fulfill their roles and responsibilities during a disaster.
- These classes do go beyond the general NIMS/ICS Classes (700,800,100,200,300,400)

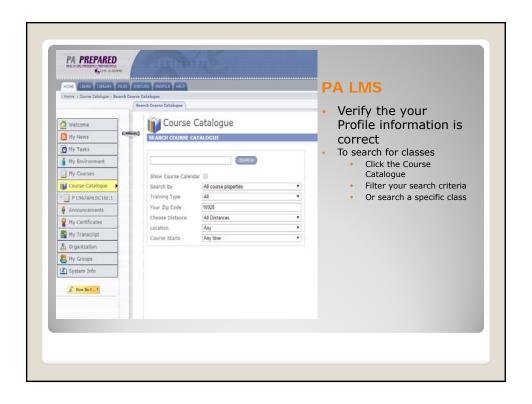
Pennsylvania Emergency Management Agency (PEMA)

- The three levels of certification consist of two types of trainings.
 - Independent Study IS.
 - · The IS classes are FEMA issued classes
 - You must have a FEMA Student Identification Number (SID#)
 - G-Series
 - · State classes that are done in a traditional classroom setting
 - You can register on the states Learning Management System (LMS)

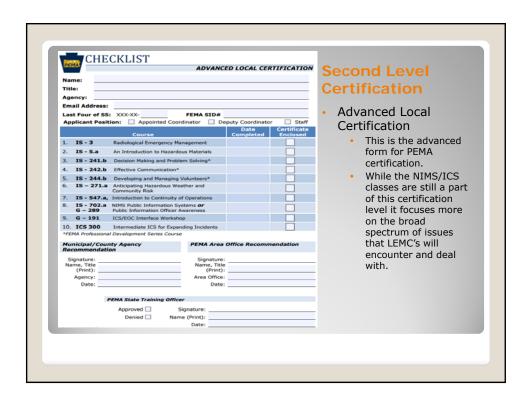


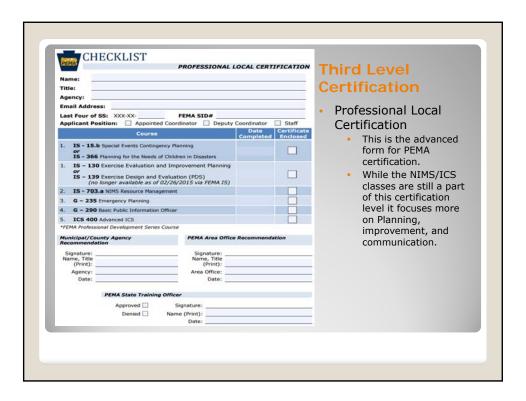


Create an account for State or Lotanagement: Step 2 of 2 General Information First name: Middle initial:	·	/login_pa.asp	on H certified tate or local anagement
* Last Four Digits of Sodal PA Emergency Management - PEMA * 1 - Response Jurisdiction Tiloga * 2 - Organization Type Not Paid (Volunteer * 3 - Primary Discipline EMERGENCY MAI 4 - Secondary Discipline Please select 5 - Other Discipline Please select		Your Organiza County Date of Birth Last 4 of SSN Response Juri Organization Primary Discip	sdiction Type (Vol.)









Training Quick Links

- PEMA
 - PEMA Local Level Certification
 - PA Learning Management System (G-Series Classes)
- FEMA Courses
 - Student Identification Number Registration
 - Independent Study Course List
 - Requests for certificates, transcripts, online test scores/results, please contact the FEMA Independent Study program office at 301-447-1200 or email <u>Independent.Study@fema.dhs.gov</u> for further assistance.

Contact Information

Tioga County Emergency Services

- Ian Druetto
 - idruetto@tiogacountypa.us
 - 99 William Farrell Drive Wellsboro, PA 16901
 - Office: 570-723-8107
 - · Cell: 607-425-5657

Local Emergency Management Coordinators Q1-Training

EMILY KREIDER EMA PLANNER



02/10/16 Wellsboro, PA

Roles and Responsibilities

- I assist in developing and maintaining plans for Emergency Management.
- I also send out most of the mailings that you receive.
- If you need to send out a Reverse 9-1-1 call, let me know!
- When the Emergency Operations Center (EOC) is activated I serve as support staff.

REVERSE 9-1-1

What is it?

- It's a way to communicate with your communities when there is vital information to be shared.
- For now, the procedure would be to call myself,
 Dave or Benton with the following information:
 - Message to go out to community
 - · Area affected
 - Phone number for residents to call for more information
 - Don't forget to call when issue is resolved to send out follow-up message.

I need your help!!!

- Please keep me updated any time you have a change in address, phone number or e-mail address.
- The time is coming up for us to update our All-Hazards Mitigation Plan. (This will be completed in fall of 2017) It would be a great help if you can attend any meetings and give input on what you believe to be your areas biggest hazards/vulnerabilities. The current plan can be found on our website for your review:

http://www.tiogacountypa.us/Departments/Emergency Services

What else should you know?

- Be familiar with Elderly and Child Care Facilities as well as facilities with Hazardous Materials in your jurisdiction.
- These facilities are required to submit their plans to our department for review. If you have any input or would like us to review a specific plan or part of a plan, please let us know and we would be happy to do so.

Contact Information

Tioga County Emergency Services

- EMILY KREIDER (EMA PLANNER)
 - ekreider@tiogacountypa.us
 - (570) 723-8104
 - Office Hours: M-F 8:00-4:30

Local Emergency Management Coordinators Q1-Training

Julie Erway Administrative Assistant



02/10/16 Wellsboro, PA

Day to day activity

- Open and sort mail for the department,
 process all bills for the department
- Assist in answering department phone
- Maintain time sheets and payroll records
- Maintain records of all expenses for the department

Duties and Responsibilities

- Coordinate with the director for processing of all purchase orders, invoices and payments for the department
- Prepare and submit Emergency
 Management Program Grant (EMPG)
 application and quarterly claims for funding

Duties and Responsibilities

- Work with accounting consultant for the county on all the department finance records as well as work with the outside auditing firm and county auditors
- Attend any required trainings, quarterly trainings or meetings for the department

Duties and Responsibilities

- Work in an emergency situation and perform clerical support and staff support in event that the Emergency Operations Center is opened during disaster or large scale
- Provide assistance in disaster recovery and mitigation for the county. Filing and maintaining financial records in disaster for the county

North Central Task Force

Serve as North Central Task Force (NCTF)
 Budget Committee Chair for the region.
 Meets monthly, 3rd Tuesday of month.
 Attend quarterly or as needed to the NCTF
 Executive Full Board meetings.

Critical Incident Stress Management

- Serve as Treasurer and Peer for the Tioga County Critical Incident Stress Management Team.
- Attend quarterly meetings/trainings as well as on call for the team

Local Emergency Planning Committee

 Serve as secretary/treasurer of the Local Emergency Planning Committee (LEPC).
 Prepare and maintain all aspects of the LEPC for the county. Maintain Hazardous Material Plans annually. Prepare all Chemical and planning fee invoicing annually. Attend all meetings and take minutes. Assist with all funding grants, assessments and final reports.

Contact Information

Tioga County Emergency Services

- Julie Erway, Adm. Assistant
 - jerway@tiogacountypa.us
 - 99 William Farrell Drive; Wellsboro, Pa 16901
 - 570-723-8105

Local Emergency Management Coordinators Q1-Training

Tasha Dodge 911 Addressing and Mapping



02/10/16 Wellsboro, PA

What do I do?

- Addressing for Tioga County.
- Mapping for 911 Dispatch Center

Help me help you!

- Mapping of multiple types of information provided by you.
- Current Project: Hydrant Data!
- Any other things you guys think would be great for us to have, or maps made for your townships.

Contact Information

Tioga County Emergency Services

- Tasha Dodge
 - tdodge@tiogacountypa.us
 - (570)723-8108

