



## **Core Capability Development Sheets**

**Planning Section**

**Emergency Management Division**

**Washington Military Department**



## User Guide

### Getting Started

#### Background

FEMA identified 32 activities, called Core Capabilities needed to meet the National Preparedness Goal of:

*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.*

FEMA divided the Core Capabilities into five (5) mission areas:

- **Prevention:** Prevent, avoid, or stop and imminent, threatened, or actual act of terrorism.
- **Protection:** Protect 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
- **Mitigation:** Reduce the loss of life and property by lessening the impact of future disasters.
- **Response:** Respond quickly to save lives; protect property and the environment; and meet basic human needs in the aftermath of an incident.
- **Recovery:** Recover 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 an incident.

Three Core Capabilities repeat and function through all five mission areas: Planning, Public Information & Warning and Operational Coordination. Communities assess, build, sustain, and deliver the Core Capabilities through an organized process called the National Preparedness System. The National Preparedness System calls for everyone – not just government agencies – to be involved in preparedness efforts.

#### **THIRA/SPR**

The Threat and Hazard Identification and Risk Assessment (THIRA) and Stakeholder Preparedness Review (SPR) are interconnected processes that, together, communities use to evaluate their preparedness. The THIRA is completed every three years, and the data generated is used to assess their capabilities in the SPR annually.

In the THIRA, communities identify risks with the potential to most challenge their capabilities and expose areas in which the community is not as capable as it aims to be.



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These areas, or capability gaps, create barriers in a community's ability to prevent, protect against, mitigate, respond to, and recover from a threat or hazard.

### Purpose

The purpose of the Washington State Core Capability Development Sheets is to help communities bridge the identified gaps in their THIRA/SPR with planning, training, and exercise. Once communities have identified their capability gaps, they identify their intended approaches for addressing the capability gaps or sustainment needs. This is achieved through community planning, organization, equipment, training and exercises (POETE). These Core Capability Development Sheets address planning, training and exercises (these sheets cannot adequately address a community's organization or equipment needs).

These sheets help jurisdictions build or sustain a capability by integrating:

- Capability targets for the Threat Hazard Identification and Risk Assessment;
- Planning Functional Areas to address within your CEMP;
- Available training courses
- Partners that support development of capabilities;
- Exercise support and guidance to validate capabilities; and
- Assistance from FEMA National Preparedness Directorate experts.

### To Begin

Identify your community preparedness gaps through completion or review of your THIRA/SPR or other capability assessment. Identify the Core Capability in which you have a gap. Using the Washington State Core Capability Development Sheet related to the Core Capability gap you identified, consider addressing each section to improve your community's preparedness.

For additional help with the THIRA/SPR please see the FEMA National Preparedness System Specific Tools and Resources page for links to assistance.

## Core Capability Development Sheets Breakdown

Each Core Capability Worksheet provides the following information, tailored to the Core Capability:

- Planning & Exercise
  - Functional Topics
  - Potential Partners
- Training

Core Capability Description, Critical Task(s), and Capability Targets are standardized



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### Core Capability Description

Capabilities provide the means to accomplish a mission.

### Critical Task(s)

Tasks performed to achieve desired outcomes to accomplish a mission.

### Capability Targets

Capability Targets describe the level of capability a community plans to work toward achieving. Capability targets define success for a community and describe what the community wants to achieve (not where it currently stands).

### Planning & Exercise

Planning consists of two topics: Functional Topics and Potential Partners. Each topic is described further below.

- **Functional Topics:** Consist of discussion topics that should be addressed within planning efforts. Typically, these higher-level strategic planning topics are addressed within the jurisdictions Comprehensive Emergency Management Plan (CEMP). Addressing these functional areas can help create a more robust and well-rounded CEMP.
  - These can also be used to help drive exercise objectives as you exercise your plan.
- **Potential partners:** The listed are suggestions of those who might be stakeholders or have a role with the specific Core Capability.

### Training

These training recommendations are in addition to the standard Emergency Management core competencies of ICS 100, 200, 300, 400, 700 & 800 as well as the Professional Development Series. You may also want to consider the All-Hazards Position Specific Courses all available through the Emergency Management Institute, of FEMA.

Listed are the course names, course number and organization offering the course. These courses were found through extensive research to the applicable Core Capability and Critical Task as well as using the National Planning Frameworks and Federal Interagency Operational Plans.

If a specific course under the listed name cannot be found or is no longer available, the course may be substituted. These are not mandatory/required training; only a suggestion on the direction to focus your training and exercise program to target specific Core Capability gaps.



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### Resources

FEMA, Emergency Management Institute, <<https://training.fema.gov/emi.aspx>>

DHS, National Training and Education Division (NTED), < <https://www.firstrespondertraining.gov/frts/>>.

### Planning

National Criminal Intelligence Resource Center, <[www.ncirc.gov](http://www.ncirc.gov)>.

National Fusion Center Association, <<https://nfcausa.org>>.

FEMA & Hazus, “Using Hazus for Mitigation Planning”, 2018.

FEMA, “Recovery Federal Interagency Operational Plan”, 2016.

### Public Information and Warning

FEMA Integrated Public Alert & Warning System, < [www.fema.gov/integrated-public-alert-warning-system](http://www.fema.gov/integrated-public-alert-warning-system)>.

National Terrorism Advisory System, <[www.dhs.gov/national-terrorism-advisory-system](http://www.dhs.gov/national-terrorism-advisory-system)>.

National Criminal Intelligence Resource Center, <[www.ncirc.gov](http://www.ncirc.gov)>.

National Fusion Center Association, <<https://nfcausa.org>>.

National Center for Disaster Preparedness, Columbia Regional Learning Center.

Public Relations Society of America, Inc. <<http://www.prsa.org>>

National Information Officers Association. <<http://www.nioa.org/site/>>

Centers for Disease Control and Prevention, “Crisis and Emergency Risk Communication (CERC) Manual”, 2018, <<http://www.emergency.cdc.gov/cerc/manual/index.asp>> accessed on December 31, 2019.

FEMA, “Local Capacity Building Support Catalog: Training, Toolkits, Technical Assistance for Local Governments”, 2019.

### Operational Coordination

FEMA, “State mitigation Planning Key Topics Bulletins: Mitigation Strategy”, 2016.

FEMA, “Mitigation Federal interagency Operational Plan”, 2016.

Department of Homeland Security, “Planning Considerations: Complex Coordinated Terrorist Attacks”, 2018.

### Intelligence and Information Sharing

DHS, FBI, “Terrorist Threats to the U.S. Homeland Reporting Guide (TTRG)”.

Anti-Terrorism Intelligence Awareness Training Program.

National Center for State and Local Law Enforcement Training and OPD.

United States Department of Justice and Global Justice Information Sharing Initiative, “National Criminal Intelligence Sharing Plan (NCISP)”, 2003.

United States Department of Justice, “Fusion Center Guidelines – Developing and Sharing Information and Intelligence in a New Era”, 2008.

InfraGard program.

DHS, Nationwide SAR Initiative (NSI), <<https://www.dhs.gov/nationwide-sar-initiative-nsi/online-sar-training>>.

International Association of Law Enforcement Intelligence Analysts (IALEIA), <<http://www.ialeia.org>>.

FEMA Approved Intelligence Analyst Training Courses, DHS.

DHS, Nationwide SAR Initiative (NSI), <<https://www.dhs.gov/nationwide-sar-initiative-nsi/online-sar-training>>.



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Richardson, Thomas. (2006). Identifying Best Practices in the Dissemination of Intelligence to First Responders in the Fire and EMS Services. Naval Postgraduate School. Retrieved from: <<https://apps.dtic.mil/dtic/tr/fulltext/u2/a531495.pdf>>

### **Interdiction & Disruption**

Department of Homeland Security, Cyber & Infrastructure Agency (CISA), “Chemical Facility Anti-Terrorism Standards (CFATS)”, <<https://www.dhs.gov/cisa/chemical-facility-anti-terrorism-standards>>. Joint Counterterrorism Assessment Team (JCAT), Office of the Director of National Intelligence, “Counterterrorism Guide for Public Safety Personnel”, <<https://www.dni.gov/nctc/jcat/index.html>>. Financial Action Task Force (FATF), “International Standards on Combating Money Laundering and the Financing of Terrorism & Proliferation”. Asia/Pacific Group on Money Laundering (APG), <<http://www.apgml.org>>.

### **Screening, Search, & Detection**

Center for the Protection of National Infrastructure, “Common Approaches to Combining Person Search and Search of Bags/Possessions”, 2013. DHS, Science and Technology, Explosives Detection and Aviation Screening, <<https://www.dhs.gov/science-and-technology/explosives-detection-and-aviation-screening>>. DHS, Cyber & Critical Infrastructure Security Agency (CISA), <<https://www.cisa.gov/>>.

### **Forensics & Attribution**

State & Local Anti-Terrorism Training Program (SLATT), <<https://www.slatt.org/>>.

### **Access Control & Identity Verification**

DHS, Cyber & Infrastructure Agency (CISA), “Security of Soft Targets and Crowded Places – Resource Guide”, 2019. Interagency Security Committee, “Best Practices for Planning and Managing Physical Security Resources: An interagency Security Committee Guide”, 2015.

### **Cybersecurity**

National Institute of Standards and Technology (NIST). National Initiative for Cybersecurity Education (NICE) Cybersecurity Workforce Framework (NICE Framework). DHS, Cyber & Critical Infrastructure Security Agency (CISA), <<https://www.cisa.gov/>>.

### **Physical Protective Measures**

National Institute of Building Sciences, Whole Building Design Guide, <<https://www.wbdg.org/>>. Center for Development of Security Excellence, <<https://www.cdse.edu/index.html>>. Federal Law Enforcement Training Centers, (FLETC) <<https://www.fleetc.gov/training-program/physical-security-training-program>>.

### **Risk Management for Protection Programs**

### **Supply Chain Integrity & Security**

Coursera, Supply Chain Management Specialization, <<https://www.coursera.org/specializations/supply-chain-management?#courses>>. Council of Supply Chain Management, Puget Sound Roundtable, <[www.cscmp-pugetsound.org/](http://www.cscmp-pugetsound.org/)>. National Institute of Government Purchasing (NIGP), <<https://www.nigp.org/>>.



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### Community Resilience

#### Long-term Vulnerability Reduction

#### Risk and Disaster Resilience Assessment

NASA, Applied Remote Sensing Training (ARSET), < <https://arset.gsfc.nasa.gov/>>.

#### Threats and Hazards Identification

NASA, Applied Remote Sensing Training (ARSET), < <https://arset.gsfc.nasa.gov/>>.

### Infrastructure Systems

DHS, Cyber & Critical Infrastructure Security Agency (CISA), < <https://www.cisa.gov/>>.

DHS, Cyber & Infrastructure Agency, “A Guide to Critical Infrastructure Security and Resilience”, 2019.

US Department of Homeland Security, “Critical Infrastructure Threat Information Sharing Framework: A Reference Guide for the Critical Infrastructure Community”, 2016.

FEMA, “Critical Infrastructure and Key Resources Support Annex”, 2008.

NIST, Computer Security Resource Center, “Guide to Test, Training, and Exercise Programs for IT Plans and Capabilities”, 2006.

### Critical Transportation

DHS Critical Infrastructure Sectors, Transportation Systems Sector.

US DOT, Federal Highway Administration: Emergency Transportation Operations.

National Fire Protection Agency (NFPA), Standard on Mass Evacuation, Sheltering, and Re-entry Programs, 2017.

FEMA, Planning Considerations: Evacuation and Shelter-In-Place, 2019.

Emergency Responder Institute, Responder Safety Learning Network.

### Environmental Response/Health & Safety

US DOL, OSHA, PPE for Emergency Response and Recovery Workers.

Emergency Responder Institute, Responder Safety Learning Network, <<https://learning.respondersafety.com>>.

Smithsonian, Cultural Rescue Initiative <<https://culturalrescue.si.edu/what-we-do/resilience/heritage-emergency-and-response-training-heart/>>.

### Fatality Management Services

WHO, Pan American Health Organization, “Management of Dead Bodies after Disasters: A Field manual for First Responders”, 2006.

### Fire Management & Suppression

Fire Adapted Communities, Learning Network, < <https://fireadaptednetwork.org/>>.

US Fire Administration, Training & Professional Development, < <https://www.usfa.fema.gov/training/>>.

### Logistics & Supply Chain Management

Coursera, < <https://www.coursera.org/>>.

DHS, “Supply Chain Resilience Guide”, 2019.

FEMA, “Commonly Used Sheltering Items & Services Listing (CUSI-SL), Catalog, 2013.

### Mass Care Services

FEMA, “Post-Disaster Reunification of Children: A Nationwide Approach”, 2013.





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National Mass Care Strategy, < <http://nationalmasscarestrategy.org/>>.

US DHHS, CDC “Public Health Preparedness Capabilities: National Standards for State and Local Planning”.

FEMA, “Evacuee Support Planning Guide”, 2009.

### **Mass Search & Rescue Operations**

Texas A&M Engineering (TEEX), Extension Service, <<https://teex.org/Pages/default.aspx>>.

State of Washington, Search and Rescue Volunteer Advisory Council, <<http://www.wasart.org/Home/tabid/1667/Default.aspx>>.

Washington State Animal Response Team, <<https://wasart.org/>>.

National Association for Search and Rescue (NASAR), <<http://www.nasar.org/>>.

Mountain Rescue Association, <<http://mra.org/>>.

### **On-scene Security, Protection, & Law Enforcement**

Texas State University, Advanced Law Enforcement Rapid Response Training, <<https://alerrt.org/>>.

Washington State Criminal Justice Training Commission, <<https://www.cjtc.wa.gov/>>.

National Tactical Officers Association (NTOA), <<http://www.ntoa.org/>>.

Washington State Tactical Officers Association, <<https://www.wstoa.org/about/>>.

### **Operational Communications**

DHS, Cyber & Critical Infrastructure Security Agency (CISA), < <https://www.cisa.gov/>>.

Office of the Chief Information Officer, Washington State, < <https://ocio.wa.gov/>>.

DHS, CISA, “National Emergency Communications Plan”, 2019.

The National Association for Amateur Radio (ARRL), < <http://www.arrl.org/>>.

### **Public Health, Healthcare, & Emergency Medical Services**

American College of Emergency Physicians, “Bombings: Injury Patterns and Care”, < <https://www.acep.org/blastinjury/>>.

CDC Train, < <https://www.train.org/cdctrain/welcome>>.

### **Situational Assessment**

FEMA, “Response Federal interagency Operational Plan”, 2016.

### **Economic Recovery**

### **Health and Social Services**

Uniformed Services University, National Center for Disaster Medicine & Public Health,

### **Housing**

### **Natural and Cultural Resources**

Smithsonian, Cultural Rescue Initiative <<https://culturalrescue.si.edu/what-we-do/resilience/heritage-emergency-and-response-training-heart/>>.