

What Can You Expect From These Newsletters?:

- Emergency Planning Resources
• Local Success Stories.
• What's on the Horizon That'll Affect YOU.
• Upcoming Training and Other Professional Development Opportunities.

In this issue:

Emergency Planners: No Respect? 1

This Newsletter is For YOU! 1

Coming Soon: Revised WAC 118-30 2

EMD's CEMP Review Checklist & Planning Assistance 2

Emergency Planners: No Respect?



Whaddya mean, "There's no time for planning"?

Do you Emergency Planners out there sometimes feel like you're the Rodney Dangerfield of Emergency Management?

It's easy sometimes for our bosses, or even ourselves to put off tackling that disaster plan which needs to be updated. Even when you are motivated to get going, your stakeholders may be less than enthusiastic about committing lots of hours to your planning process workshops

Here's how one planner recently convinced his boss to give him the time and resources to plan: I knew we had a big, full-scale exercise coming up in 18 months, so I asked our section chief, "Let's just say we know for certain that the big earthquake and tsunami we're simulating is actually going to occur on the date of the exercise...what do we REALLY HAVE TO ACCOMPLISH BY THAT DATE, in order to survive this disaster?" When I explained things that way, my boss realized we had no time to waste, and we needed to have a solid plan.

Keep in mind (and keep reminding your boss) that the planning process will pay the most dividends when (not if)

a disaster strikes, in case either of you are tempted to hunt up another jurisdiction's similar type of plan online, then just "find and replace" your way to a completed document.

Just remember that there are a lot of us Emergency Planners here in Washington State who will be happy to assist you with your missions and share success strategies...not to mention a healthy measure of mutual respect!

This Newsletter is For YOU!

Our newsletter's goal is to provide YOU, the Emergency Planner, with useful resources, battle-tested strategies (or more accurately, disaster-proven strategies), and another place to network with your planner colleagues from around our region. It will be published quarterly.

YOUR contributions are what will make this publication fresh and applicable to the real world! Here is how to submit contributions:

- 1. Articles can be from 200-400 words, and include a photo, .pdf, or link to a website.
2. Material can be submitted anytime, but anything time sensitive (like training announcements) should be submitted no later than 14 days prior to the next quarter.

Email submissions to: david.hall@mil.wa.gov

Washington Emergency Management Division

Washington Emergency Management Planning, Analysis and Logistics Section
20 Aviation Drive
Camp Murray, WA 98430
Tel: 253-512-7469
Mobile: 253-732-7878
E-mail: david.hall@mil.wa.gov

EMERGENCY PLANNERS NEWSLETTER

[http://
www.emd.wa.gov/](http://www.emd.wa.gov/)

Coming Soon: Revised WAC 118-30

Thanks to a collaborative effort of EMD staff and local jurisdiction emergency managers, Chapter 118-30 of the Washington Administrative Code (WAC) is in the final stages of revision and adoption. The formal title of WAC 118-30 is: *Local and Joint Local Organizations For Emergency Management, Plans and Programs*. It was last updated in 1986. This chapter addresses requirements for local (i.e. counties, cities and towns) emergency management organizations to achieve consistency with the state's program.

How will local emergency planners be affected by this pending revision? Here's a brief list:

- Clarifies requirements for "hazard identification and vulnerability analysis documents"
- The old 118-30 specified local CEMPs must be submitted to EMD for review every two years (informally modified to four years about 2005); new review period will be **five** years
- Eliminates the language referring to annual "Program Paper", but adds requirement to submit an annual "Local Preparedness Report" (LPR) to EMD.

- Specifies 20 program elements which must be addressed in the LPR
- Aligns local and state CEMP format and organization more closely with FEMA CPG-101; specifies Emergency Support Function (ESF) annex numbering and naming conventions.

This revision is targeted for adoption in Spring 2015.

Questions? Contact Karen Ferreira, Emergency Planning Program Coordinator via email:

karen.ferreira@mil.wa.gov

EMD's CEMP Review Checklist/Planning Assistance

The team responsible for reviewing local jurisdiction Comprehensive Emergency Management Plans, (Karen Ferreira, Harry Haroldson, and occasionally Dave Hall), use a standardized checklist to ensure consistent and complete reviews.

When Karen took over the role of primary plan reviewer in November, 2012, she took the opportunity to update the checklist so that it reflected the most current FEMA and EMD planning guidelines. While FEMA's *Comprehensive Preparedness Guide (CPG) 101* provides the essential

elements of emergency planning, there are often state-specific considerations taken into account.

While the Plan Review Checklist isn't a formal publication of the Emergency Management Division, we've attached it in the same email as this newsletter for your use. It should help you to include all of the required components and address critical functional areas in your CEMP.

While we're on the subject of plan writing, keep in mind that EMD offers a variety of planning assistance options for every size jurisdiction. Assistance ranges from informal review of draft plans to "Embedded on-site planning process facilitation". The latter option is offered to small counties with a single full or part-time emergency management staff member.

For more information about the Planning Assistance Program, contact Karen Ferreira at: (253) 512-7057 or karen.ferreira@mil.wa.gov



The Washington Emergency Management Division's home: Building 20, Camp Murray, WA.

Training Announcement:

Here's an excellent opportunity to learn best practices for an essential function!

EMERGENCY MANAGEMENT INSTITUTE

NATIONAL EMERGENCY TRAINING CENTER • EMMITSBURG, MD 21727



FEMA

Course: *E0197 Integrating Access and Functional Needs into Emergency Planning*

Course Dates:

March 3-4, 2015
May 27-28, 2015
September 9-10, 2015

Course Length:

This course is two days. Class times generally run from 8:00 a.m. to 5:00 p.m. each day.

Course Description:

To provide participants who are responsible for providing Emergency Planning with the information necessary to utilize disability and access and functional needs-inclusive practices, as well as the additional updated skills and knowledge they will need to prepare for, respond to, and recover from emergencies.

Course Objectives:

Upon completion of the course, the participant will be able to:

- Define access and functional needs and disabilities.
- Define key terms related to inclusive planning.
- Identify resources to assist in planning with and for adults and children with disabilities and access and functional needs.
- Identify the essentiality of inclusive practices.
- Learn how to incorporate access and functional needs in all phases of emergency management.

Continuing Education Units (CEUs):

The Emergency Management Institute (EMI) awards 1.4 CEUs for completion of this course.

Pre-course requirements:

Participants in this course must have completed:
IS 0230.d Fundamentals of Emergency Management

It is recommended they have completed:

IS 0100.b, Introduction to the Incident Command System, ICS 100; and IS 0700.a, National Incident Management System, An Introduction

Participants do not need to complete these requirements prior to submitting their applications, but must complete them prior to attending the E0197 course.

Target Audience:

State, local, tribal and territorial emergency planning personnel, such as emergency service personnel, Non-Governmental Organization (NGO) and Volunteer Organizations Active in Disaster (VOAD), Disability groups/organizations.

Location:

Emergency Management Institute (EMI)
National Emergency Training Center (NETC)
Emmitsburg, Maryland 21727

To Apply:

APPLICATION DEADLINE:

- January 6, 2015 for the March offering,
- April 1, 2015 for the May offering, and
- July 16, 2015 for the September offering

Complete a FEMA Form 119-25-1, General Admissions Application, with student signature and signature of supervisor or sponsoring agency official. Submit the application through the State Emergency Management Training office which will mail, scan, or fax it to:

TRAINING OPPORTUNITY

No. 1119

Monday, November 10, 2014



Meet Your EMD Planning Counterparts



John Ufford, PAL Manager

john.ufford@mil.wa.gov



Dan Banks, Planning PM

dan.banks@mil.wa.gov



Jennifer Schaal, Preparedness PM

jennifer.schaal@mil.wa.gov



Dave Hall, Emergency Planner

david.hall@mil.wa.gov



Karen Ferreira, Emergency Planner

karen.ferreira@mil.wa.gov



Shannon MacFarlane, Hazard PM

shannon.macfarlane@mil.wa.gov



Harry Haroldson, Emergency Planner

harry.haroldson@mil.wa.gov



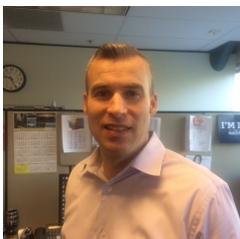
Kevin Burke, Private Industry PM

kevin.burke@mil.wa.gov



Jim Hutchinson, Catastrophic PM

james.hutchinson@mil.wa.gov



Craig Ginn, Logistics PM

craig.ginn@mil.wa.gov



Mark Douglas, Emergency Logistician

mark.douglas@mil.wa.gov

Planning, Analysis & Logistics Sec. Phone #s:

John Ufford: (253) 512-7052 Dan Banks: (253) 512-7065

Jennifer Schaal: (253) 512-7053 Dave Hall: (253) 512-7469

Karen Ferreira: (253) 512-7057 Harry Haroldson: (253) 512-7010

Jim Hutchinson: (253) 512-7120 Craig Ginn: (253) 512-7097

Mark Douglas: (253) 512-7055 Kevin Burke: (253) 512-7054

Shannon MacFarlane: (253) 512-7050