

Sacramento County Office of Emergency Services

MYTEP

2020-2024

Multi-Year Training and Exercise Plan



**1/7/2019
FINAL**

PREFACE

The *Sacramento County Office of Emergency Services (OES)* Multi-Year Training and Exercise Plan (MYTEP) is the roadmap to accomplish the organizational priorities including the development and maintenance of the overall preparedness capabilities required to facilitate effective response to all hazards faced by Sacramento County. This organization is pursuing a coordinated preparedness strategy that combines enhanced planning, resource acquisition, innovative training and realistic exercises to strengthen its emergency preparedness and response capabilities. The training and exercises play a crucial role in providing the organization with a means of attaining, practicing, validating and improving its high-priority capabilities.

The MYTEP covers a six-year period beginning in 2019 through 2024. This plan outlines broad training and exercise goals that may be refined as funding and staffing resources allow. It sets priorities for the Sacramento Operational Area for training and exercise, as well as informs our regional partners to effect a better exchange of information and shared competencies.

PURPOSE

The purpose of the Multi-year Training and Exercise Plan (TEP) is to document an organization's overall training and exercise program priorities for a specific multi-year time period. It is considered to be a living document that can be updated and refined annually. These priorities are linked to corresponding core capabilities, and, if applicable, a rationale based on existing strategic guidance, threat assessments, corrective actions from previous exercises, or other factors. This Multi-year TEP identifies the training and exercises that will help the organization build and sustain the core capabilities needed to address its training and exercise program priorities.

The Multi-year TEP should lay out a combination of progressively building exercises – along with the associated training requirements – which address the priorities identified in the Training and Exercise Planning Workshop (TEPW). A progressive, multi-year 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. Further, by including training requirements in the planning process, organizations can address known shortfalls prior to exercising capabilities.

Included in this Multi-year TEP is a training and exercise schedule, which provides a graphic illustration of the proposed activities, scheduled for the years 2020-2024.

BENEFITS TO IMPLEMENTING A MULTI-YEAR T&E PLAN

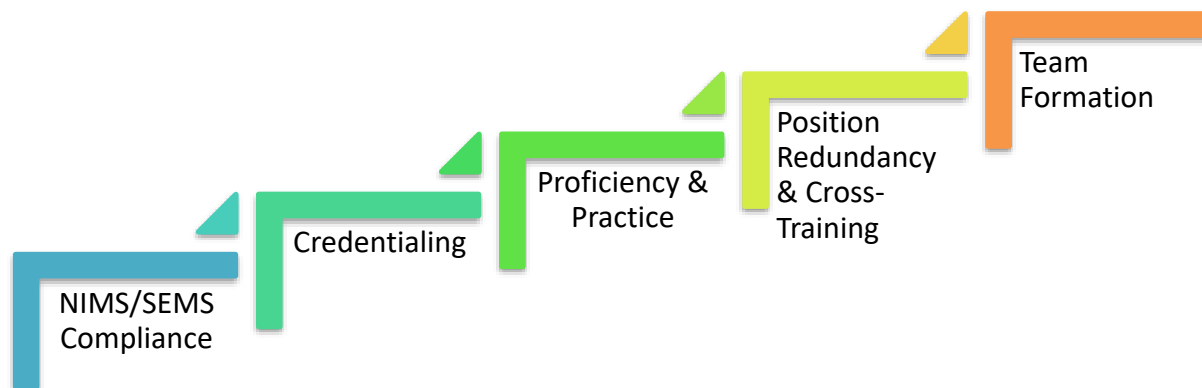
- Helps employees stay prepared and facilitates new employee understanding of the Office of Emergency Services plans and operations
- Provides managers and responders with a mechanism to evaluate operations and plans
- Focuses on continual improvement



PROGRAM PRIORITIES

The following training priorities are reflective of the need to ensure all existing and newly assigned EOC Personnel meet NIMS and SEMS compliance requirements. Additionally, the state of California has criteria for EOC Personnel credentialing, a high-level priority is to have each member of the EOC team credentialed as Type III through CSTI. Further, based on nationally significant disasters and requests through the Emergency Management Assistance Compact (EMAC), Sacramento should identify and qualify individuals for interstate mutual aid.

While credentialing will allow personnel to participate as a mutual aid resource, this minimum criteria also allows OES to establish a baseline of transferable skills for a variety of positions within the organization. Preparing OES personnel serving in the EOC for these minimum training standards will only further the organization’s position should credentialing or minimum standards ever become tied to funding or reimbursement. Finally, through proficiency and mastery of training, and demonstrating these proficiencies and improvements during exercises, OES can develop teams that are response ready and capable of managing expectations during an activation of the EOC.



Priority	Core Capabilities	Rationale
Comply with the National Incident Management System (NIMS) and Standardized Emergency Management System (SEMS) training components and requirements.	<ul style="list-style-type: none"> Operational Coordination Public Information and Warning 	High staff turn-over, requiring basic training that is accessible to all personnel.
Align with the California EOC Position and Section Credentialing Program	<ul style="list-style-type: none"> Operational Coordination Public Information and Warning 	<p>Ensure staff training minimums as established by baseline training criteria within the state credentialing program.</p> <p>Additionally, a statewide credentialing program documents professional qualifications, certifications, training, and education requirements that</p>

Priority	Core Capabilities	Rationale
		define basic criteria expected of emergency services personnel.
Position Proficiency and Mastery	<ul style="list-style-type: none"> • Operational Coordination • Public Information and Warning • Operational Communications • Situation Assessment • Critical Transportation • Environmental Response • Fatality Management • Infrastructure Systems • Mass Care Services • Public Health & Medical • Public & Private Services 	Build upon minimum training standards to develop a team concept and approach to information movement through the EOC.
Position Redundancy and Cross-Training	<ul style="list-style-type: none"> • Operational Coordination • Public Information and Warning • Operational Communications • Situation Assessment • Critical Transportation • Environmental Response • Fatality Management • Infrastructure Systems • Mass Care Services • Public Health & Medical • Public & Private Services 	Cross-training and redundancy assures that critical tasks in the EOC will be completed within necessary timeframes. Furthermore it helps to assure staff will take a team approach to resolving operational tasks.

Training Goals

California State Office of Emergency Services 2017-2022 MYTEP Strategic Goals and Objectives

Goal 1 Enhance Information Analysis and Law Enforcement Capabilities

Objective 1.1 Strengthen Information Sharing and Collaboration Among All Levels of Government, Private Industry, Non-Governmental and Community Based Organizations

Objective 1.2 Strengthen California's Ability to Identify and Counter Emerging Threats

Goal 2 Protect Critical Infrastructure and Key Resources

Objective 2.1 Implement the California Critical Infrastructure Protection Program

Goal 3 Strengthen Communications Capabilities

Objective 3.1 Implement the California Statewide Communications Interoperability Plan

Objective 3.2 Strengthen Alert and Warning Systems to Ensure the Delivery of Clear and Consistent Public Information

Goal 4 Enhance Planning and Community Preparedness

Objective 4.1 Enhance Citizen Preparedness While Integrating the Needs of Vulnerable Populations

Objective 4.2 Strengthen Volunteer Management and Donations

Goal 5 Strengthen Catastrophic CBRNE and All Hazards Incident Planning, Detection and Response Capabilities

Objective 5.1 Strengthen All Hazards Incident Management Capabilities Across California

Objective 5.2 Enhance Resource Management Through Implementation of the California Metrics Project

Objective 5.3 Implement the California Preventative Radiological and Nuclear Detection Program

Objective 5.4 Institutionalize Hazard Identification, Risk Assessment, and Hazard-Mitigation Planning to Reduce Vulnerability

Goal 6 Improve Medical and Health Capabilities

Objective 6.1 Enhance Health and Public Health Preparedness and Disaster Response Capabilities for All Hazards

Objective 6.2 Enhance Medical Preparedness and Disaster Response Capabilities for all Hazards

Goal 7 Enhance Recovery Capabilities

Objective 7.1 Implement a California Disaster Recovery Framework

Goal 8 Strengthen Food and Agriculture Preparedness

Objective 8.1 Enhance Agriculture Food Systems and Animal Health Preparedness

Goal 9 Enhance Homeland Security Exercise, Evaluation and Training Programs

Objective 9.1 Expand Statewide Training Across All Mission Areas, While Enhancing Professional Training For emergency Management and Homeland Security Disciplines

Objective 9.2 Expand Statewide Exercises Across All Mission Areas

Sacramento Operational Area Goals and Objectives

Goal 1:

To achieve 60% compliance through certification by all EOC assigned personnel in the basic NIMS/SEMS training classes (IS 100, 200, 800, G 606) by June 30, 2024.

- Objective 1.1 Offer NIMS/SEMS Classroom training once per year for those who do not have access to the online training through EMI.

Goal 2:

To achieve 60% compliance through certification by all EOC assigned personnel in the basic required courses toward CSTI EOC Position Credentialing (IS 701, IS 706, G 775, G 191, and Cal OES/CSTI Essential Emergency Management Concepts Course) by December 31, 2024

- Objective 2.1 Offer training classes that lead toward Type III credentialing at least once every other year.
- Objective 2.2 Provide a copy of the EOC Type III credentialing requirements to each person assigned a position within the EOC.

Goal 3:

To achieve 60% compliance by all EOC assigned personnel to meet the certification, training, exercise participation, and minimum qualifications to achieve credentialing by CSTI by December 31, 2024.

- Objective 3.1 Conduct an annual review of staff training and compare against Type III Credential requirements.
- Objective 3.2 Conduct one functional or full-scale exercise once every other year

Goal 4:

To achieve 85% compliance by all individuals assigned as a Public Information Officer or in support of the Joint Information Center (JIC) or Joint Information System (JIS) in achieving the Crisis Communications Specialist Certificate (a total of 6 courses) by December 31, 2024.

- Objective 4.1 Offer annual Joint Information Center (JIC) activation to test plans and procedures.

Goal 5:

To support the readiness of the Sacramento Operational Area Incident Management Team (IMT) Type III team members with exercises and training.

- Objective 5.1 Qualify EOC staff in various positions on the Sacramento Operational Area Incident Management Team (IMT) Type III Team.
- Objective 5.2 Coordinate requested training with UASI to ensure delivery of critical All-Hazards Incident Management Team (AHIMT) Training annually within budgeted and grant allowances.

Goal 6:

To increase plan familiarization by regularly review and evaluation of the effectiveness of the various plan documents within the operational area.

- Objective 6.1 Conduct regular seminars and trainings to acquaint members of the Operational Area with the various planning documents and procedures.

Supporting Training

- Cal OES/CSTI Emergency Management Fundamentals – Earthquake
- Cal OES/CSTI Essential Emergency Management Concepts Course
- Cal OES/CSTI MHOSCA: Medical Health Operations Center Support Activities
- Cal OES/CSTI Safety Assessment Program Coordinator training
- Cal OES/CSTI Safety Assessment Program Evaluator Training
- E 388 Advanced Public Information Officer
- Fundamentals of Action Planning
- G 191 ICS/EOC Interface
- G 205 Disaster Recovery
- G 235 Emergency Planning
- G 288 Local Volunteer and Donations Management
- G 288 Local Volunteer and Donations Management
- G 290 Basic Public Information Officer
- G 290 Basic Public Information Officer
- G 393 Disaster Mitigation
- G 557 Rapid Needs Assessment
- G 606: SEMS Orientation
- G 611 EOC Section Position
- G 626E Essential EOC Action Planning
- G 775: EOC Management and Operations
- ICS 300
- ICS 400
- ICS/SEMS/NIMS Combined Course
- IS 100: Introduction to Incident Command System
- IS 42 Social Media in Emergency Management
- IS 700: National Incident Management System (NIMS)
- IS 800: National Response Framework
- L 105 Public Information and Warning
- L 131 Exercise Evaluation and Improvement Planning
- L 146 Homeland Security Exercise and Evaluation Program Training Course
- L 190 ArcGIS for Emergency Managers
- L 197 Integrating Access and Functional Needs Into Emergency Management
- L 948 Situation Awareness and Common Operating Picture
- L 952 NIMS ICS All-Hazards Public Information Officer
- L 958 NIMS ICS All-Hazards Operations Section Chief
- L 962 NIMS ICS All-Hazards Planning Section Chief
- L 964 NIMS ICS All-Hazards Situation Unit Leader
- L 967 NIMS ICS All-Hazards Logistics Section Chief
- L 969 NIMS ICS All-Hazards Communications Unit Leader
- L 973 NIMS ICS All-Hazards Finance/Administration Section Chief
- MGT 305 All-Hazards Incident Management Team Type 3
- PER 304 Social Media for Natural Disaster Response and Recovery
- SEMS Executive Course
- Situation and Resource Tracking System Training (WebEOC)

Supporting Exercises

Discussion Based Exercises

Discussion-based exercises are normally used as a starting point in the building block approach to the cycle, mix, and range of exercises. Discussion-based exercises include seminars, workshops, tabletop exercises (TTXs), and games. These types of exercises typically highlight existing plans, policies, mutual aid agreements, and procedures. Thus, they are exceptional tools for familiarizing agencies and personnel with current or expected jurisdictional capabilities. Discussion-based exercises typically focus on strategic, policy-oriented issues, and operations based exercises tend to focus more on tactical response-related issues. Facilitators and/or presenters usually lead the discussion, keeping participants on track while meeting the objectives of the exercise.

Operations Based Exercises

Operations-based exercises represent the next iteration of the exercise cycle; they are used to validate the plans, policies, agreements, and procedures solidified in discussion-based exercises. Operations-based exercises include drills, functional exercises (FEs), and full-scale exercises (FSEs). They can clarify roles and responsibilities, identify gaps in resources needed to implement plans and procedures, and improve individual and team performance. Operations-based exercises are characterized by actual response, mobilization of apparatus and resources, and commitment of personnel, usually over an extended period of time.



METHODOLOGY AND TRACKING

The primary goal of the multi-year training and exercise plan is to orient EOC personnel to their minimum level position training and experience through exercises. Building upon the minimum criteria, EOC Personnel will have an opportunity to complete additional training leading to a state recognized credential for their position as well as advanced level training to enhance proficiency within that position.

This plan is intended to:

- Challenge participants with increasingly advanced coursework and scenarios;
- Incorporate, reinforce, and verify lessons learned;
- Identify demonstrated capabilities and areas in need of improvement;
- Provide a means of evaluation and corrective action for exercises; and
- Ensure a method to share lessons learned and best practices from training courses and exercises.

Training Documentation

As EOC Personnel complete training, they should forward copies of training certificates to: **info@sacoes.org**. Those individuals who have lost copies of their certifications should seek transcripts through the Emergency Management Institute (EMI) or California Specialized Training Institute (CSTI) and submit those transcripts to the above email.

Staff will record and track training certifications ensuring that all EOC personnel meet the minimum requirement, and will assist in tracking the requirements toward a state credential. The goal deadline to ensure all EOC personnel meet the minimum NIMS/SEMS compliance is **June 30, 2024**.

The Office of Emergency Services may elect to use a Learning Management System (LMS) or may track training certifications through WebEOC, or some other means. All staff is responsible for maintaining their own personal file and certifications.

Exercise Documentation

All EOC Personnel will be required to sign into and out of all exercises. The sign-in form and subsequent after action document is one of the verification tools available towards EOC Position Credentialing. Those seeking a state credential may need to supply additional documentation including position evaluations.

Copies of exercise documentation will be retained by OES and available to staff submitting their credential packet to the State.

EOC Personnel Teams

EOC Personnel will be identified by their position and by their team or EOC Cohort. Under ideal circumstances, a team will remain intact for the duration of an operational period, however, as staff availability or circumstances may dictate, EOC members may be consolidated from multiple teams onto one team within the EOC.

During exercises, teams will rotate through the following roles: Player, Evaluator, or Simulator. Exercises will be repeated in sufficient quantity to allow all team members to participate at some level within a calendar year. All EOC members may gain valuable experience within the exercise program by participating in the various exercise roles.

Rotation Schedule

Team	Exercise 1	Exercise 2	Exercise 3
Team A	Evaluator	Player	Simulator
Team B	Player	Simulator	Evaluator
Team C	Simulator	Evaluator	Player

MULTI-YEAR TRAINING AND EXERCISE SCHEDULE

AGENCY	Multiyear Exercise Schedule: 2019 (Final year from 2015-2019 plan)											
	Qtr. 1			Qtr. 2			Qtr. 3			Qtr. 4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAC OA		NIMS/SEMS Combined	G 611 Section Specific	G 626E Action Plan	G775/191			EOC Orientation for All Hazards IMT	G 290 Basic PIO		E 388 Advanced PIO	Essential Emergency management Concepts
				Evacuation Wkshp	Aviation Accident Seminar	DSW Training	Mass Power Outage Wkshp	Joint Information Center Drill	Medically Fragile Plan Seminar	Family Reunification TTX	Operational Area Plan Workshop	Damage Assessment Wkshp
SAC EMD		CUPA Conference			HAZWOPER Refresh	Hazmat Response Plan Update			Continuing Challenge Hazmat WKSP			
PUBLIC HEALTH				HCC Surge FE	MHOSCA Training			HCC Surge FE	Resource Management Training	SWMHE TTX	SWMHE FSE	
CITIES	WebEOC Training	EOC TTX		Regional Emergency Management Conference								
UASI		FAA Part 107	Rescue Boat Operations	Swift Water Rescue	Tactical Lifesaver			Intentional MCI Event Training	Suspect Tactics and Perimeter	ICS 300	ICS 400	PIO Training
		IMT Type 3			HazMat IC			Interdrone Conference		Cybersecurity (CIKR)	Tactical Lifesaver	
		Active Shooter TTX Unified			Active Shooter TTX			Active Shooter TTX		DJI Airworks Conference	Explosive Ordnance Disposal Equip. Training	
		Response to Violent Incidents FSE									Active Shooter TTX	

Priority 1 NIMS, SEMS, ICS	Priority 2 Credentialing	Priority 3 Proficiency and Practice	Priority 4 Position Redundancy	Priority 5 Team Formation	Priority 6 Plan Familiarity
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AGENCY	Multiyear Exercise Schedule: 2020 (Year One)											
	Qtr. 1			Qtr. 2			Qtr. 3			Qtr. 4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAC OA		NIMS/SEMS Combined	G 611 Section Specific	G 626E Action Plan	G775/191	WebEOC	G557 Rapid Needs Assessment	EOC Orientation for All Hazards IMT	G 290 Basic PIO	EOC Activation Full-Scale	E 388 Advanced PIO	Essential Emergency management Concepts
		Donation Mgt. Wkshp		Animal Sheltering Drill	Aviation Accident Seminar		Regional Recovery Wkshp	Joint Information Center Drill	Medically Fragile Plan Seminar		Operational Area Plan Workshop	
SAC EMD		CUPA Conference			HAZWOPER Refresh	Hazmat Response Plan Update			Continuing Challenge Hazmat WKSP			
PUBLIC HEALTH				HCC Surge FE	MHOSCA Training			HCC Surge FE	Resource Management Training	SWMHE TTX	SWMHE FSE	
CITIES	WebEOC Training	EOC TTX		Regional Emergency Management Conference								
UASI		FAA Part 107	Rescue Boat Operations	Swift Water Rescue	Tactical Lifesaver			Intentional MCI Event Training	Suspect Tactics and Perimeter	ICS 300	ICS 400	PIO Training
		IMT Type 3			HazMat IC			Interdrone Conference		Cybersecurity (CIKR)	Tactical Lifesaver	
		Active Shooter TTX Unified			Active Shooter TTX			Active Shooter TTX		DJI Airworks Conference	Explosive Ordinance Disposal Equip. Training	
		Response to Violent Incidents FSE									Active Shooter TTX	

Priority 1 NIMS, SEMS, ICS	Priority 2 Credentialing	Priority 3 Proficiency and Practice	Priority 4 Position Redundancy	Priority 5 Team Formation	Priority 6 Plan Familiarity
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AGENCY	Multiyear Exercise Schedule: 2021 (Year Two)											
	Qtr. 1			Qtr. 2			Qtr. 3			Qtr. 4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAC OA		NIMS/SEMS Combined	G 611 Section Specific	G 626E Action Plan	G775/191			EOC Orientation for All Hazards IMT	G 290 Basic PIO		E 388 Advanced PIO	Essential Emergency management Concepts
			Evacuation TTX	Animal Care & Shelter Wkshp	Aviation Drill	Volunteer Management Drill	Mass Fatality Wkshp	Flood Response Drill	Drought & Climate Change Seminar	JIC FSE		
SAC EMD		CUPA Conference			HAZWOPER Refresh	Hazmat Response Plan Update			Continuing Challenge Hazmat WKSP			
PUBLIC HEALTH				HCC Surge FE	MHOSCA Training			HCC Surge FE	Resource Management Training	SWMHE TTX	SWMHE FSE	
CITIES	WebEOC Training	EOC TTX Regional Emergency Management Conference										
UASI		FAA Part 107 IMT Type 3 Active Shooter TTX Unified Response to Violent Incidents FSE	Rescue Boat Operations	Swift Water Rescue	Tactical Lifesaver HazMat IC Active Shooter TTX			Intentional MCI Event Training Interdrone Conference Active Shooter TTX	Suspect Tactics and Perimeter	ICS 300 Cybersecurity (CIKR) DJI Airworks Conference	ICS 400 Tactical Lifesaver Explosive Ordinance Disposal Equip. Training Active Shooter TTX	PIO Training

Priority 1 NIMS, SEMS, ICS	Priority 2 Credentialing	Priority 3 Proficiency and Practice	Priority 4 Position Redundancy	Priority 5 Team Formation	Priority 6 Plan Familiarity
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AGENCY	Multiyear Exercise Schedule: 2022 (Year Three)											
	Qtr. 1			Qtr. 2			Qtr. 3			Qtr. 4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAC OA		NIMS/SEMS Combined	G 611 Section Specific	G 626E Action Plan	G775/191			EOC Orientation for All Hazards IMT	G 290 Basic PIO		E 388 Advanced PIO	Essential Emergency management Concepts
SAC EMD		CUPA Conference			HAZWOPER Refresh	Hazmat Response Plan Update			Continuing Challenge Hazmat WKSP			
PUBLIC HEALTH				HCC Surge FE	MHOSCA Training			HCC Surge FE	Resource Management Training	SWMHE TTX	SWMHE FSE	
CITIES	WebEOC Training	EOC TTX Regional Emergency Management Conference										
UASI		FAA Part 107 IMT Type 3 Active Shooter TTX Unified Response to Violent Incidents FSE	Rescue Boat Operations	Swift Water Rescue	Tactical Lifesaver HazMat IC Active Shooter TTX			Intentional MCI Event Training Interdrone Conference Active Shooter TTX	Suspect Tactics and Perimeter	ICS 300 Cybersecurity (CIKR) DJI Airworks Conference	ICS 400 Tactical Lifesaver Explosive Ordinance Disposal Equip. Training Active Shooter TTX	PIO Training

Priority 1 NIMS, SEMS, ICS	Priority 2 Credentialing	Priority 3 Proficiency and Practice	Priority 4 Position Redundancy	Priority 5 Team Formation	Priority 6 Plan Familiarity
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AGENCY	Multiyear Exercise Schedule: 2023 (Year Four)											
	Qtr. 1			Qtr. 2			Qtr. 3			Qtr. 4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAC OA		NIMS/SEMS Combined	G 611 Section Specific	G 626E Action Plan	G775/191			EOC Orientation for All Hazards IMT	G 290 Basic PIO		E 388 Advanced PIO	Essential Emergency management Concepts
			Transportation TTX		Aviation Accident Seminar		Mass Power Outage Seminar	Joint Information Center Drill	Medically Fragile Plan Seminar		Operational Area Plan Workshop	
SAC EMD		CUPA Conference			HAZWOPER Refresh	Hazmat Response Plan Update			Continuing Challenge Hazmat WKSP			
PUBLIC HEALTH				HCC Surge FE	MHOSCA Training			HCC Surge FE	Resource Management Training	SWMHE TTX	SWMHE FSE	
CITIES	WebEOC Training	EOC TTX Regional Emergency Management Conference										
UASI		FAA Part 107 IMT Type 3 Active Shooter TTX Unified Response to Violent Incidents FSE	Rescue Boat Operations	Swift Water Rescue	Tactical Lifesaver HazMat IC Active Shooter TTX			Intentional MCI Event Training Interdrone Conference Active Shooter TTX	Suspect Tactics and Perimeter	ICS 300 Cybersecurity (CIKR) DJI Airworks Conference	ICS 400 Tactical Lifesaver Explosive Ordnance Disposal Equip. Training Active Shooter TTX	PIO Training

Priority 1 NIMS, SEMS, ICS	Priority 2 Credentialing	Priority 3 Proficiency and Practice	Priority 4 Position Redundancy	Priority 5 Team Formation	Priority 6 Plan Familiarity
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AGENCY	Multiyear Exercise Schedule: 2024 (Year Five)											
	Qtr. 1			Qtr. 2			Qtr. 3			Qtr. 4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAC OA		NIMS/SEMS Combined	G 611 Section Specific	G 626E Action Plan	G775/191			EOC Orientation for All Hazards IMT	G 290 Basic PIO		E 388 Advanced PIO	Essential Emergency management Concepts
			Transportation TTX		Aviation Accident Seminar		Mass Power Outage Seminar	Joint Information Center Drill	Medically Fragile Plan Seminar		Operational Area Plan Workshop	
SAC EMD		CUPA Conference			HAZWOPER Refresh	Hazmat Response Plan Update			Continuing Challenge Hazmat WKSP			
PUBLIC HEALTH				HCC Surge FE	MHOSCA Training			HCC Surge FE	Resource Management Training	SWMHE TTX	SWMHE FSE	
CITIES	WebEOC Training	EOC TTX Regional Emergency Management Conference										
UASI		FAA Part 107 IMT Type 3 Active Shooter TTX Unified Response to Violent Incidents FSE	Rescue Boat Operations	Swift Water Rescue	Tactical Lifesaver HazMat IC Active Shooter TTX			Intentional MCI Event Training Interdrone Conference Active Shooter TTX	Suspect Tactics and Perimeter	ICS 300 Cybersecurity (CIKR) DJI Airworks Conference	ICS 400 Tactical Lifesaver Explosive Ordinance Disposal Equip. Training Active Shooter TTX	PIO Training

Priority 1 NIMS, SEMS, ICS	Priority 2 Credentialing	Priority 3 Proficiency and Practice	Priority 4 Position Redundancy	Priority 5 Team Formation	Priority 6 Plan Familiarity
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AGENCY	Multiyear Exercise Schedule: 2025 (Year Six)											
	Qtr. 1			Qtr. 2			Qtr. 3			Qtr. 4		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
SAC OA		NIMS/SEMS Combined	G 611 Section Specific	G 626E Action Plan	G775/191			EOC Orientation for All Hazards IMT	G 290 Basic PIO		E 388 Advanced PIO	Essential Emergency management Concepts
			Transportation TTX		Aviation Accident Seminar		Mass Power Outage Seminar	Joint Information Center Drill	Medically Fragile Plan Seminar		Operational Area Plan Workshop	
SAC EMD		CUPA Conference			HAZWOPER Refresh	Hazmat Response Plan Update			Continuing Challenge Hazmat WKSP			
PUBLIC HEALTH				HCC Surge FE	MHOSCA Training			HCC Surge FE	Resource Management Training	SWMHE TTX	SWMHE FSE	
CITIES	WebEOC Training	EOC TTX Regional Emergency Management Conference										
UASI		FAA Part 107 IMT Type 3 Active Shooter TTX Unified Response to Violent Incidents FSE	Rescue Boat Operations	Swift Water Rescue	Tactical Lifesaver HazMat IC Active Shooter TTX			Intentional MCI Event Training Interdrone Conference Active Shooter TTX	Suspect Tactics and Perimeter	ICS 300 Cybersecurity (CIKR) DJI Airworks Conference	ICS 400 Tactical Lifesaver Explosive Ordnance Disposal Equip. Training Active Shooter TTX	PIO Training

Priority 1 NIMS, SEMS, ICS	Priority 2 Credentialing	Priority 3 Proficiency and Practice	Priority 4 Position Redundancy	Priority 5 Team Formation	Priority 6 Plan Familiarity
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10-Year Outlook

SACRAMENTO COUNTY OFFICE OF
EMERGENCY SERVICES

10-YEAR OVERVIEW OF TRAINING, PLANNING AND EXERCISES



SEPTEMBER 2017

BASIC TRAINING REQUIREMENTS

To remain compliant with federal grants, and in the adoption of the Emergency Operations Plan and Operational Area Plan by the board of supervisors, the County has agreed to maintain compliance with the National Incident Management System (NIMS). NIMS compliance requires the following training:

- ALL COUNTY PERSONNEL (AS DSW WORKERS)**
 IS-100 Introduction to the Incident Command System
 IS-700 National Incident Management System (NIMS)
- SUPERVISORY LEVELS (AS DSW WORKERS)**
 IS-200 ICS for Single Resources and Initial Actions
 IS-800 National Response Framework
- ADVANCED LEVELS, EOC RESPONDERS**
 IS-300 Intermediate ICS for Expanding Incidents
 IS-400 Advanced ICS for Command and General Staff

CALOES AND CSTI CREDENTIALING PROGRAM

The state through the California Specialized Training Institute (CSTI) has approved requirements for position credentialing and typing.

While credentialing will allow personnel to participate as a state-wide mutual aid resource, this minimum criteria also allows SacOES to establish a baseline of transferable skills for a variety of positions within the organization. Preparing OES personnel serving in the EOC for these minimum training standards will only further the organization's position should credentialing or minimum standards ever become tied to funding or reimbursement.

PLANS AND EXERCISES

In accordance with FEMA and CalOES guidance, the Emergency Operations Plan should be reviewed and updated at least once every three years. The Hazard Mitigation Plan must be reviewed and updated at least once every 5 years. The majority of our remaining plans are annexes or appendices to the Emergency Operations Plan and are set at a rotating cycle over a 3-5 year period.

NIMS defines the preparedness cycle as "planning, training, equipping, exercising, evaluating and taking action to correct and mitigate." This cycle is reflected in activities scheduled for the next 10 years.



PLAN REVISION SCHEDULE

The schedule lists the 32 various plans and annexes, shows their status and anticipated schedule for when the plan will be exercised and revised.

POSITION TRAINING SCHEDULES

The position schedules are grouped by ICS section and show the training hours per position that must be completed to qualify for a Type III credential. The Department chart shows which departments are assigned responsibilities within the EOC.

Plan Revision Schedule

Hazard/Plan Type	Current Approval Date	Status	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Emergency Operations Plan (EOP)	2017	Current	O	R		O	R		O	R		
Evacuation Movement Annex	2018	Current		D	R			D	R			
Family Reunification	2003	Overdue	R				D	R				D
Functional Annex: Mass Care, Emergency Assistance, Housing and Human Services	2012	In Progress	R				O	R				O
Functional Annex: Animal Care and Shelter	2012	Pending			D	R						R
Functional Annex: Damage Assessment	new	N/A	R			O	R			D	R	D
Functional Annex: Debris Management	2016	Current	R			D	R			D	R	D
Functional Annex: Emergency Public Information (JIC)	2015	In Progress			O	R			O	R		R
Functional Annex: Transportation	2013	Overdue		D	R				D	R		
Hazard Annex: Aviation Accident	new	N/A		D	R			D	R			
Hazard Annex: Mass Fatality	2017	Current			D	R				D	R	
Hazard Annex: Dam/Reservoir Failure	new	N/A	R			D	R			D	R	D
Hazard Annex: Disease Outbreak Response	new	In Progress	D	R			O	R				
Hazard Annex: Flood Response	2009	Overdue			D	R						R
Hazard Annex: Severe Power Outage	new	Pending		D	R		D	R				R
Hazard Annex: Rail Response Annex	new	N/A	D	R				D	R			
Hazard Annex: Severe Weather Guidance	2012	Overdue	D	R			D	R				
Hazard Mitigation Plan (HMP)	2017	Current				R					R	
Medically Fragile Sheltering Annex	2011	Overdue		D	R				D	R		
Operational Area Plan	2004	In Progress		D	R			D	R			
People with Disabilities and Those With Access & Functional Needs	2012	On Hold	D	R				D	R			
Regional Recovery Annex (Recovery and Mitigation Annex)	2012	Pending				D	R					R
SOP: EOC Feeding Plan and Policy	new	In Progress							R			R
Support Annex: Continuity of Operations Plan	2017	Current				D	R			D	R	
Support Annex: Donations Management	2015	Current	R				D	R				D
Support Annex: Volunteer Management	2014	Pending			O	R			D	R		R
Support Annex: Warning and Communication	2018	In Progress	D	R				D	R			

R = Revision

D = Discussion Based Exercise (Seminar, Workshop, TTX, Game)

O = Operations Based Exercise (Drill, Functional, Full-Scale)

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EOC Management Positions

Management Training

			EOC Director	EOC Coord	Safety Officer	PIO	Liaison	Private Sector Coord	Legal Affairs Officer
Substitute OES/CSTI SEMS/NIMS Combo Course	G606	8	8	8	8	8	8	8	8
	ICS100	3	3	3	3	3	3	3	3
	ICS200	3	3	3	3	3	3	3	3
	IS700	3	3	3	3	3	3	3	3
	IS706	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
	IS800	3	3	3	3	3	3	3	3
	G626E	8	8	8	8	8	8	8	8
	G775	16	16	16	16	16	16	16	16
	G191	8	8	8	8	8	8	8	8
	G611	8	8	8	8	8	8	8	8
Training	OES/CSTI Position Specific	8	8	8	8	8	8	8	8
	G775-RM Resource Management		2						
	IS29	2.5	2.5	2.5					
	IS35			2					
	IS42				3				
	IS230.d	6	6	6	6	6	6	6	
	IS368 or L197	2	2	2					
	IS454			2					
	IS660						2		
	IS662						2		
IS813			0.5						
G205 (Formerly G270.4)		20							
G290				16					
Total Approximate Hours of Training		81	103	81	100	76.5	80.5	76.5	

Departments

Position	County Executive	County Counsel	Finance	General Services	Personnel Services	Technology	Agricultural Commissioner	Animal Care & Regulation	Regional Parks	Sanitation district	County Engineering	Transportation	Waste Management & Recycling	Water Resources	Coroner	Environmental Management	Health & Human Services	Human Assistance	Office of Emergency Services
EOC Director	X																		X
EOC Coordinator																			X
Safety Officer					X														X
PIO	X																X		X
Liaison																			X
Private Sector Coord																			
Legal Affairs Officer	X																		

Unassigned positions = Position names in PINK

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EOC Planning Intelligence Positions

Planning & Intelligence

		P&I Sec. Ch.	Action Planning	Advanced Plans	Demob	Documentation	Resource Status	SitStat	A&FN	GIS	Social Media
Substitute OES/CSTI SEMS/NIMS Combo Course	G606	8	8	8	8	8	8	8	8	8	8
	ICS100	3	3	3	3	3	3	3	3	3	3
	ICS200	3	3	3	3	3	3	3	3	3	3
	IS700	3	3	3	3	3	3	3	3	3	3
	IS706	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
	IS800	3	3	3	3	3	3	3	3	3	3
	G626E	8	8	8	8	8	8	8	8	8	8
	G775	16	16	16	16	16	16	16	16	16	16
	G191	8	8	8	8	8	8	8	8	8	8
	G611	8	8	8	8	8	8	8	8	8	8
Training	OES/CSTI Position Specific	8	8	8	8	8	8	8	8	8	8
	G775-RM Resource Management	2				2	2	2			
	IS42	3									3
	IS103	2								2	
	IS230d	6	6	6	6	6	6	6	6	6	6
	IS368 or L197	2						2			
	IS703.a	3.5	3.5				3.5				
	IS922									3	
	G205 (Formerly G270.4)			20							
	G235			16							
	G393			20							
	G557 (Formerly G250.7)	16	16					16			
	I948	32	32								
	PER 304										8
	Total Approximate Hours of Training		137	122	132.5	76.5	78.5	82	94.5	78.5	81.5

Unassigned positions = Position names in PINK

Position	County Executive	County Counsel	Finance	General Services	Personnel Services	Technology	Agricultural Commissioner	Animal Care & Regulation	Regional Parks	Sanitation district	County Engineering	Transportation	Waste Management & Recycling	Water Resources	Coroner	Environmental Management	Health & Human Services	Human Assistance	Office of Emergency Services	Sacramento Metro Fire	Sheriff Department	EMS	Planning & Environmental Review	
Planning & Intelligence Chief						X																	X	
Action Planning																								
Advanced Plans																								
Demobilization																								
Documentation																								
Resource Status																								
Situation Status																								
Access & Functional Needs																								
Geographic Information Systems (GIS)							X																	
Social Media Tech Spec	X																							

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EOC Operations Positions

Operations

		Ops. Section Ch.	Fire Branch	Law Branch	Care & Shelter	Animal Services	Med/Health	Ag & Nat Res	Const & Eng	Damage/Safety Assmt	Debris Mgt	Public Works	Utilities Rep
Operations	Substitute OES/CSTI SEMS/NIMS Combo Course	G606	8	8	8	8	8	8	8	8	8	8	8
		ICS100	3	3	3	3	3	3	3	3	3	3	3
		ICS200	3	3	3	3	3	3	3	3	3	3	3
		IS700	3	3	3	3	3	3	3	3	3	3	3
		IS706	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
		IS800	3	3	3	3	3	3	3	3	3	3	3
	Substitute OES/CSTI Essential Emergency Mgt Concepts course	G626E	8	8	8	8	8	8	8	8	8	8	8
		G775	16	16	16	16	16	16	16	16	16	16	16
		G191	8	8	8	8	8	8	8	8	8	8	8
		G611	8	8	8	8	8	8	8	8	8	8	8
OES/CSTI Position Specific	8	8	8	8	8	8	8	8	8	8	8	8	
Training	G775-RM Resource Management	2	2	2	2	2	2	2	2	2	2	2	
	IS230d	6	6	6	6	6	6	6	6	6	6	6	
	IS368 or L197	2											
	IS632	2								2			
	IS806	0.5			0.5								
	IS808	0.5				0.5							
	IS811						0.75						
	G205 (Formerly G270.4)									20	20	20	
	G393								20				
	Cal OES MHOCSA course					16							
	CalOES SAP Evaluator Trng									8			
	CalOES SAP Program Coordinator Trng									1.5			
	CDPH EOM Trng						6						
	American Red Cross Shelter Fundamentals				4	4							
Total Approximate Hours of Training		83.5	78.5	78.5	83	82.5	101	77.25	98.5	86	98.5	98.5	76.5

DEPARTMENTS

Position	County Executive	County Counsel	Finance	General Services	Personnel Services	Technology	Agricultural Commissioner	Animal Care & Regulation	Regional Parks	Sanitarian district	County Engineering	Transportation	Waste Management & Recycling	Water Resources	Coroner	Environmental Management	Health & Human Services	Human Assistance	Office of Emergency Services	Sacramento Metro Fire	Sheriff Department	EMS	Planning & Environmental Review
Ag & Natural Resources							X																
Animal Services								X															
Care & Shelter																			X	X			
Construction & Engineering														X									
Damage/Safety Assessment													X										X
Debris Management													X	X									
Fire Branch																				X	X		
Law Branch																						X	
Medical/Health																	X						X
Operations Section Chief																				X	X		
Public Works					X																		
Utilities Rep														X									

Unassigned positions = Position names in PINK

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EOC Logistics Positions

Logistics

			Logs Sec Ch.	Comms/IS	Donations	Facilities	Food	Personnel	EMMA Coord	Supply/Proc.	Transportation	Volunteers
Substitute OES/CSTI SEMS/NIMS Combo Course	G606		8	8	8	8	8	8	8	8	8	8
	ICS100		3	3	3	3	3	3	3	3	3	3
	ICS200		3	3	3	3	3	3	3	3	3	3
	IS700		3	3	3	3	3	3	3	3	3	3
	IS706		2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5	2.5
	IS800		3	3	3	3	3	3	3	3	3	3
	G626E		8	8	8	8	8	8	8	8	8	8
	G775		16	16	16	16	16	16	16	16	16	16
	G191		8	8	8	8	8	8	8	8	8	8
	G611		8	8	8	8	8	8	8	8	8	8
Substitute OES/CSTI Essential Emergency Mgt Concepts course	OES/CSTI Position Specific		8	8	8	8	8	8	8	8	8	8
	G205						20					
	G775-RM Resource Management		2	2	2	2	2	2	2	2	2	2
	IS230d		6	6	6	6	6	6		6	6	6
	IS288				10							10
	IS368 or L197		3									
	IS703.a		3.5	3.5								
	ARC Basic Food Safety					2.5						
	EMMA Coordinator Training							1				
	Total Approximate Hours of Training			85	78.5	92	78.5	81	98.5	73.5	78.5	78.5

DEPARTMENTS

Position	County Executive	County Counsel	Finance	General Services	Personnel Services	Technology	Agricultural Commissioner	Animal Care & Regulation	Regional Parks	Sanitation district	County Engineering	Transportation	Waste Management & Recycling	Water Resources	Coroner	Environmental Management	Health & Human Services	Human Assistance	Office of Emergency Services	Sacramento Metro Fire	Sheriff Department	EMS	Hands-On Sac/VOAD	
Logistics Section Chief				X																				
Communications/Information						X																		
Donations Mgt.																								X
Facilities				X																				
Food Unit				X																				
Personnel Unit					X																			
EMMA Coordinator																			X					
Supply/Procurement			X	X																				
Transportation											X													
Volunteers																			X					X

Unassigned positions = Position names in PINK

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Finance & Administration

			F&A Section Ch.	Comp Claims	Cost Acct	Purchasing	Recovery	Timekeeping
Training	Substitute OES/CSTI SEMS/NIMS Combo Course	G606	8	8	8	8	8	8
		ICS100	3	3	3	3	3	3
		ICS200	3	3	3	3	3	3
		IS700	3	3	3	3	3	3
		IS706	2.5	2.5	2.5	2.5	2.5	2.5
		IS800	3	3	3	3	3	3
	Substitute OES/CSTI Essential Emergency Mgt Concepts course	G626E	8	8	8	8	8	8
		G775	16	16	16	16	16	16
		G191	8	8	8	8	8	8
		G611	8	8	8	8	8	8
		OES/CSTI Position Specific	8	8	8	8	8	8
		IS230.d	6	6	6	6	6	6
		IS368 or L197	2					
		G205 (Formerly G270.4)	20	20	20	20	20	20
	Total Approximate Hours of Training			98.5	96.5	96.5	96.5	96.5

Unassigned positions = Position names in PINK

EOC Finance Positions

DEPARTMENTS

Position	County Executive	County Counsel	Finance	General Services	Personnel Services	Technology	Agricultural Commissioner	Animal Care & Regulation	Regional Parks	Sanitation district	County Engineering	Transportation	Waste Management & Recycling	Water Resources	Coroner	Environmental Management	Health & Human Services	Human Assistance	Office of Emergency Services	Sacramento Metro Fire	Sheriff Department	EMS	Hands On Sac//VOAD
Finance & Admin Chief			X																				
Compensation & Claims																							
Cost Accounting																							
Purchasing			X	X																			
Recovery			X	X												X			X				
Timekeeping																							

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IMPROVEMENT PLAN

The Operational Area improvement plan is located in the regional WebEOC System and is available through the Daily Dashboards.

ACRONYMS

AAR/IP	After Action Report and Improvement Plan
EOC	Emergency Operations Center
FE	Functional Exercise
FSE	Full Scale Exercise
ICS	Incident Command System
JIC	Joint Information Center
JIS	Joint Information System
MYTEP	Multi-Year Training and Exercise Plan
NDPTC	National Disaster Preparedness Training Center
NIMS	National Incident Management System
OA	Operational Area
OES	Office of Emergency Services
POC	Points of Contact
SEMS	Standardized Emergency Management System
TEP	Training and Exercise Plan
TEPW	Training and Exercise Planning Workshop
TTX	Tabletop Exercise
VTTX	Virtual Tabletop Exercise