



# Henry County Comprehensive Training Program

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**Purpose**

The Henry County Comprehensive Training Program (CTP) attempts to identify the training needs of a jurisdiction or agency and addresses those needs by identifying the training resources available. The CTP suggests the cross training of personnel across disciplines. All responders are encouraged to participate in all mandatory training as required by IOSHA, State Law, their governing body and additional training as necessary. Courses are available through several resources.

**Why do we train?**

As a provider of emergency services or as a government official it is our privilege to serve each other and the public as a whole. Training provides us the ability to provide our resources faster and more effectively to protect the public, save lives and property and govern to the best of our ability. We train to become proficient in the skills of our given profession. Henry County personnel are encouraged to participate in any and all training needed to function in their job description and to support other agencies.

**Training as mandated by grant requirements**

Future grant monies have been tied directly to training such as NIMS compliance. All agencies will be required to provide a membership roster and proof of required training compliance before grant monies and/or equipment will be provided through the Henry County Emergency Management Agency/Department of Homeland Security.

**Who should be trained?**

Emergency responders such as EMS, FIRE, LAW and dispatchers at a minimum must be properly trained. Also utility, public works and government officials that may be required to provide support or services during an emergency should receive training to perform their job functions.

Specific NIMS training will affect future grant monies

All elected and/or appointed officials directly involved in emergency operations should successfully complete IS-700 NIMS: An Introduction, ICS-100 and ICS-200. Otherwise, at the minimum, local chief elected and appointed officials should complete IS-700.

All emergency responders, regardless of their volunteer or career personnel status, are required to complete the NIMS Implementation and Training Requirements as outlined in the FY2006 Implementation and Training Guidance released in Fall 2005. At a minimum, all personnel with a direct role in emergency preparedness, incident management or response must complete this training. IS-700 NIMS: An Introduction is a Web-based awareness level course that explains NIMS components, concepts and principles.

**What type of training is available?**

Training may be provided in a local classroom, onsite in the fire station apparatus room, off site at a regional training facility or through online training resources.

**Training Schedule**

All responders should be compliant with NIMS at this time and new employees should be trained to the level required for their job duties.

Annual trainings are provided through the sheriffs department in the fall that covers multiple LAW, Fire and EMS requirements. Additional training is conducted throughout the year by the Henry County Emergency Management Agency, local fire and EMS agencies, the Local Emergency Planning Committee and the Henry County Health Department and are normally open to any county responder. Appendix "A" contains scheduled training.

## Who can provide the training?

Training should always be provided by trained and experienced instructors. A list of instructors can be obtained through local and state training organizations, such as the Henry County Emergency Management Agency, Henry County Fire Instructors Association and the Indiana Department of Homeland Security.

On site training may be provided by the agencies employee(s) or by outside resources that are contracted.

## Free Online Courses and Other Training Resources

There are dozens of certified courses that are available online and almost all are free. Below is a small sampling of what has been made available to you and a brief description of what they can provide.

### Agency for Toxic Substances and Disease Registry (ATSDR) <http://www.atsdr.cdc.gov/>

Based in Atlanta, Georgia, is a federal public health agency of the U.S. Department of Health and Human Services. ATSDR serves the public by using the best science, taking responsive public health actions, and providing trusted health information to prevent harmful exposures and diseases related to toxic substances.

### Center for Domestic Preparedness <http://cdp.dhs.gov/>

Train at the nation's premier Weapons of Mass Destruction (WMD) training center. The Center for Domestic Preparedness (CDP) is the United States Department of Homeland Security (DHS)'s only federally chartered WMD training center.

The CDP began operations in June 1998 as the only all-hazards training center, offering training on Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) weapons. While our training tempo has increased dramatically since then, we provide the very best in advanced hands-on training for America's responders.

If you are a state or local responder, this training is completely funded by DHS at no cost to you or your jurisdiction. We fly you into Atlanta airport, pick you up, transport you to the CDP (on the former site of Fort McClellan), and provide all meals and lodging, as well as the best in WMD training available. For federal, civilian and international requests, please contact us at the Training Hotline (256) 847-2132 or 1-866-213-9553.

### Centers for Disease Control and Prevention (CDC) <http://www.bt.cdc.gov/>

The CDC is working to better protect people in all communities from infectious, occupational, environmental, and terrorist threats. Pre-Event **efforts** increase the use and development of interventions known to prevent human illness from chemical, biological, radiological agents, and naturally occurring health threats. Decrease the time needed to classify health events as terrorism or naturally occurring in partnership with other agencies. Decrease the time needed to detect and report chemical, biological, radiological agents in tissue, food or environmental samples that cause threats to the public's health. Improve the timeliness and accuracy of communications regarding threats to the public's health. All Hazard Objectives Event efforts decrease the time to identify causes, risk factors, and appropriate interventions for those affected by threats to the public's health. Decrease the time needed to provide countermeasures and health guidance to those affected by threats to the public's health. All Hazard Objectives Post-Event efforts decrease the time needed to restore health services and environmental safety to pre-event levels. Improve the long-term follow-up provided to those affected by threats to the public's health. Decrease the time needed to implement recommendations from after-action reports following threats to the public's health.

**Community Emergency Response Teams (CERT)** <http://www.citizencorps.gov/cert/>

The Community Emergency Response Team (CERT) Program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members also are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community.

**Domestic Preparedness Campus** <http://www.teexwmdcampus.com/index.k2?locRef=1>

The courses you will find here are designed to give you a basic understanding of the topics. These classes also serve as prerequisites for advance training that the National Emergency Response and Rescue Training Center (NERRTC) provides in your jurisdiction.

**EMI Independent Study Distance Learning Site** <http://emilms.fema.gov/>

FEMA Independent Study (IS) courses are the Emergency Management Institute (EMI) distance learning courses. Courses here are intended for emergency management personnel, fire service personnel, first responders, Department of Homeland Security personnel, and the general public. Please also visit FEMA Independent Study Program at <http://training.fema.gov/emiweb/is/> to see a complete listing of EMI Independent Study courses that we offer.

**FEMA Independent Study Program** <http://www.training.fema.gov/EMIWeb/IS/crslst.asp>

The courses you will find here are designed to give you a basic understanding of the topics. These classes also serve as prerequisites for advance training that the National Emergency Response and Rescue Training Center (NERRTC) provides in your jurisdiction.

We hope you will find the courses to be relevant and informative, and we look forward to seeing you in the advanced levels. This training program was developed in cooperation with The Texas A&M University System, Texas Engineering Extension Service (TEEX), and National Emergency Response and Rescue Training Center (NERRTC), a member of the National Domestic Preparedness Consortium.

The Emergency Management Institute (EMI) offers more than fifty independent study courses. These are self-paced courses designed for people who have emergency management responsibilities and the general public. For most of our courses you will need to download and print the materials. Others are interactive courses that you can take directly over the internet. All are offered free-of-charge to those who qualify for enrollment. Each Independent Study Course includes lessons with practice exercises and a final examination. Students who score 75 percent or better are issued a certificate of achievement from EMI.

Course completion times vary from two to fourteen hours, depending on the course and the student's background. College credit can be obtained after successful completion of a course. Click on the COLLEGE CREDIT item in the menu to the left of this page for details.

**FEMA** <http://www.fema.gov/about/training/emergency.shtm>

Disasters strike anytime, anywhere. It takes many forms -- a hurricane, an earthquake, a tornado, a flood, a fire or a hazardous spill, an act of nature or an act of terrorism. It builds over days or weeks, or hits suddenly, without warning. Every year, millions of Americans face disaster, and its terrifying consequences.

**ICS 300 Online** [http://www.agriculture.uk.edu/vetmed/transition/USDA\\_ICS300/index.htm](http://www.agriculture.uk.edu/vetmed/transition/USDA_ICS300/index.htm)

This course provides training and resources for Department of Agriculture personnel who will hold supervisory positions within the Incident Command System (ICS). After completing the web-based portion of the course, you will be required to complete a classroom-based portion. The web-based lessons serve as preparation for the classroom-based lesson.

**Indiana Department of Homeland Security** <https://oas.in.gov/hs/training/public/calendar.do>

The Training Division provides or coordinates training, continuing education, and exercises for the state's public safety practitioners. The Division's associates currently provide training in: emergency management, emergency medical, fire services, and hazardous materials (Hazmat). In addition to its training efforts, the Division maintains certification records for Indiana Firefighters and EMS personnel.

**Indiana Law Enforcement Academy** <http://www.in.gov/ilea/>

Indiana's center for law enforcement education. The Academy prepares law enforcement professionals for service through rigorous training based upon values and respect. In addition to mandatory training, the Academy conducts a variety of advanced training courses for police officers. Areas of advanced training include: emergency vehicle operations, firearms, physical tactics, photography, breath tests for intoxication, female survival tactics, domestic violence/sexual assault, death investigations, and leadership and management courses. Most of these courses are a week in length and are available to officers after they complete their basic training program.

**INSafe, Division of the Indiana Department of Labor**

<http://www.in.gov/labor/insafe/seminars.html>

INSafe offers several training seminars statewide, with topics ranging from machine guarding to accident management. The seminars, conducted in Indiana cities, are designed to educate safety professionals on the importance of maintaining safe work environments and the necessary steps to achieve OSHA compliance.

**JetStream Online School for Weather** <http://www.srh.noaa.gov/jetstream/>

Your National Weather Service understands the critical value of fast, accurate weather, water, and climate information. We've developed these educational and outreach materials to assist you in having a better understanding of the earth's weather, water, and climate. Over the last 10 years, more than 6,000 people have died in the U.S. as a result of tornadoes, tropical storms, hurricanes, floods, lightning strikes and extremes of heat or cold. One day this information could help you in making a life saving decision. Once you enter the JetStream page click on the links on the left side of the page to open the individual training modules.

**National Incident Management System Training**

[http://www.fema.gov/emergency/nims/nims\\_training.shtm#1](http://www.fema.gov/emergency/nims/nims_training.shtm#1)

The NIMS Integration Center is coordinating the development of a National Standard Curriculum for NIMS, which will be built around available federal training opportunities and course offerings that support NIMS implementation. The curriculum also will serve to clarify training that is necessary for NIMS-compliance and streamline the training approval process for courses recognized by the curriculum.

Initially, the curriculum will be made up of NIMS awareness training and training to support the Incident Command System, (ICS). Eventually it will expand to include all NIMS training requirements including training established to meet national credentialing standards. Presently, this site only lists NIMS-related course offerings available through EMI, USFA and the Noble Training Center.

Information about NFA and EMI training is available at <http://training.fema.gov/>, while information concerning Noble Training Center courses can be found at <http://training.fema.gov/emiweb/ntc>. For information about training offered at the state level see <http://www.usfa.fema.gov/pocs/>. Questions concerning NIMS and related training issues may be directed to [NIMS-Integration-Center@dhs.gov](mailto:NIMS-Integration-Center@dhs.gov).

**U.S. Fire Administration (USFA) <http://www.usfa.dhs.gov/nfa/>**

As an entity of the Department of Homeland Security, the mission of the USFA is to reduce life and economic losses due to fire and related emergencies, through leadership, advocacy, coordination and support. We serve the Nation independently, in coordination with other Federal agencies, and in partnership with fire protection and emergency service communities. With a commitment to excellence, we provide public education, training, technology, and data initiatives.

**If you know of other training resources please contact me and I will add them to this document.**

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## What courses are available to responders?

The list below is not intended to be all inclusive but is believed to include at a minimum the basic courses necessary for most responders.

Advanced Land Cadaver Search Techniques for K-9s	Ground Search Techniques - Technician Level
Advanced Tracking/Trailing Techniques for K-9s	Hazardous Materials Awareness, Operations, Technician, Specialist
Assisting People with Special Needs in a Disaster	ICS 100-400 Train-the-Trainer
Bacillus Anthracis	ICS 100, 200, 300, 400, 700, 800
Basic EMS Concepts for WMD Incidents	Incident Management/Unified Command for Terrorism/CBRNE Incidents/Intermediate
Basic Tracking/Trailing Techniques for K-9s	Incident Response to Terrorist Bombing and Prevention and Response to Suicide Bombers
Botulism	Intermediate Air Scenting Techniques for K-9s
Canine Emergency Medical Care	Intermediate Land Cadaver Search Techniques for K-9s
CERT Train-the-Trainer	Introduction to Emergency Management
Children and Nerve Agents	K-9 First Aid
Creative Finance	Leadership and Influence
Crime Scene Operations - Blood Borne Pathogens	Management for Emergency Managers
Decision Making and Problem Solving	Mass Fatalities Incident Management
Disaster Mental Health for First Responders	Mass Prophylaxis
Driver Operator Aerial	Medical Effects of Primary Blast Injuries
Driver Operator Pumper	Medical EMT-A, EMT-B, EMT-I, EMT-P
Earthquake Awareness	Medical First Responder
Effective Communication	Pre Basic for Law Enforcement Officers
Emergency Management	Public Works (PW) for WMD Incidents: Basic Concepts
Emergency Management Planning	Resource Management
EVOC-Driver	Safety officer
Exercise, Design and Evaluation (HSEEP)	Search & Rescue Management - Awareness Level
Fire Fighter - Basic	Search and Rescue Open House
Fire Fighter - Mandatory	Threat and Risk Assessment
Fire Fighter 1/2	Water Cadaver Search Techniques for K-9s
Fire Inspector 1/2	WMD Incident Management/Unified Command Concepts
Fire Instructor 1, 2/3	WMD/Tactical Commanders Course
Fire Investigator I	WMD/Terrorism Awareness for Emergency Responders
Fire Officer 1, 2, 3	
Fire Officer Strategy & Tactics	
Firefighter Grant Workshop	
Ground Search Techniques - Awareness Level	
Ground Search Techniques - Operations Level	

## When should the training be done?

As an emergency responder, public works or utilities employee or government official it is your duty to obtain relative training to better prepare yourself to serve and protect the public.

## Comments and or questions may be directed to;

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## Appendix "A"

### Scheduled Training

Course Title: \_\_\_\_\_

Start date: \_\_\_/\_\_\_/\_\_\_      End date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

Contact: \_\_\_\_\_ TX (\_\_\_) \_\_\_ - \_\_\_\_\_

Course Title: \_\_\_\_\_

Start date: \_\_\_/\_\_\_/\_\_\_      End date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

Contact: \_\_\_\_\_ TX (\_\_\_) \_\_\_ - \_\_\_\_\_

Course Title: \_\_\_\_\_

Start date: \_\_\_/\_\_\_/\_\_\_      End date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

Contact: \_\_\_\_\_ TX (\_\_\_) \_\_\_ - \_\_\_\_\_

Course Title: \_\_\_\_\_

Start date: \_\_\_/\_\_\_/\_\_\_      End date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

Contact: \_\_\_\_\_ TX (\_\_\_) \_\_\_ - \_\_\_\_\_

Course Title: \_\_\_\_\_

Start date: \_\_\_/\_\_\_/\_\_\_      End date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

Contact: \_\_\_\_\_ TX (\_\_\_) \_\_\_ - \_\_\_\_\_

Course Title: \_\_\_\_\_

Start date: \_\_\_/\_\_\_/\_\_\_      End date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

Contact: \_\_\_\_\_ TX (\_\_\_) \_\_\_ - \_\_\_\_\_

Course Title: \_\_\_\_\_

Start date: \_\_\_/\_\_\_/\_\_\_      End date: \_\_\_/\_\_\_/\_\_\_

Location: \_\_\_\_\_

Contact: \_\_\_\_\_ TX (\_\_\_) \_\_\_ - \_\_\_\_\_