

EMERGENCY MANAGEMENT

WHERE TO BEGIN (TEXAS EDITION)

Every disaster starts locally and ends locally! Your planning, preparation, education, and practice will have a direct impact upon how well you can provide for your community and students. Help and resources will come, but how it starts and how well it ends are in your hands.

Risk management and emergency management are closely related. In fact, emergency management makes liberal use of risk management concepts. Many risk managers have identified roles or have served as General Staff or Command Staff in Incident Command Posts or Emergency Operations Centers. But the transition from participant to manager or leader is a substantial jump.

Developing a true emergency management operation (you'll notice I didn't just say "Plan") is a substantial effort best done by a team and you have a host of resources available, but probably have little or no dedicated budget. Fortunately, you are in Texas and much of the training is free.

No matter what your role or desire to learn, the first question is where to even begin. I'd recommend asking the three questions in the box to the right.

Start planning your education and begin with the foundation, the Basic Plan. Eventually, you'll also want to ask about available funding, but don't start there. The initial answer can be a little discouraging.

Texas spreads the statutory requirements around a little and the requirements vary, with schools and higher education having more detailed requirements in statute. EMPG grants have more requirements that impact local government. (See Table 1)

Ultimately, there is an Emergency Management Director, usually the chief elected or appointed official, and there may be an Emergency Management Coordinator designated by the Emergency Management Director to assist with emergency management duties.

Where to Start Questions:

1. What does the law require?
2. Where do you ultimately want your program to be? (Think "best practice," remembering that statutory requirements are just the minimum.)
3. What is the current status of your program?

L Texas uses the "all-hazards" approach. An Emergency Operations Plan is developed to respond to any hazard or disaster. The Basic Plan provides the assumptions upon which it is based, delegates authority, describes functions and roles, and discusses how we will all work together to protect life, provide incident stability, protect property, and societal restoration. Emergency Support Annexes provide detailed information for different functions and Hazard Annexes may provide detailed plans for specific hazards,

such as hurricane, tornado, pandemic, or extended power outage. TDEM’s [Emergency Management Planner’s Guide](#) provides guidance.

Templates are available through TDEM’s [Plans Unit](#), but it is not just a “fill in the blank” exercise. You should develop a planning team to help customize the templates to your organization and needs. (Templates are available on a [secure site](#) while the Plans Unit website is being updated. The username is ‘LRPU@tdem’ and the password is ‘Td3mPI@ns’.)

Table 1: Texas Statutory, Regulatory, and Typical Grant Requirements

State	State	Local Government	K-12/Junior College	Higher Education
TX Code / Section	Gov § 418.042 TAC § 37.1.7.11	Gov § 418.102 TAC § 37.1.7.12	Ed § 37.108	Ed § 51.217
Multi-Hazard Plan	X	Required for Counties Multi-Jurisdictional OK Optional for Cities TDEM Issues Standard TDEM Approves Plans Required for Grants	X	X
Address 4 Phases	Inferred	Inferred	X	X
Annual Update		X	X	X
Training	Public Officers and Supervisors with EM Responsibilities	Public Officers and Supervisors with EM Responsibilities	Emergency Responders	Emergency Responders
Mandatory Drills		EMPG Annual Requirement: 2 Discussion, 1 Ops Based (Full Scale every 3 rd year)	(K-12) Prepare Students and Employees	Prepare Students, Faculty, Employees (& Cleary Act)
Coordination with Other Agencies		EMPG Requirement	X	X
Safety & Security Audit Audit Procedures Report to (___)			Every 3 Years TSSC or Similar Trustees & TSSC	Every 3 Years TDEM TDEM & Governor
CAP Implementation			X	X
Emergency Alert System				X
Train Derailment Plan			K-12 w/in 1,000 yards	
Visitor Access Policy			K-12	
District Safety & Security Committee			K-12	
Continuity of Ops Plan	Gov § 412.054	Gov § 418.1101	TSSC Resource	Gov § 412.054 if using DIR or SORM

TDEM’s website, www.PreparingTexas.org, provide information on training and exercises and is the place to register for most classes. [PreparingTexas](http://www.PreparingTexas.org) also provides one place to upload training certificates. Almost all classes are free and some reimburse for travel. Course numbers provide a hint as to how the course is offered:

IS = Independent Study (online)	E = EMI Course (Emmitsburg, Va.)	MGT = NERRTC Class (TEEX)
G = Local Course (classroom)	L = EMI Course (local classroom)	PER = NCBRT Class (LSU)

All of these classes are free. E classes reimburse for travel and provides lodging while you have to purchase a meal plan. L classes may reimburse for lodging expenses. The training cost can be kept fairly low using a school/government vehicle and government rate lodging.

Several training options are available. You’ll need a [SID](#) (FEMA Student ID Number) to take tests or get credit for classes. Check the EMI IS [course list](#) for available online courses. Local classes are available on [PreparingTexas](#). You can either type in the course number in the box on the right side of the homepage (number only) to see what classes are available, or use my favorite, the Schedule link at the top left of the screen. Use the drop down menus to select “Any” for Provider and your local region, select the current month, and show a one-year view.

You will need a username and password to register for the classes. I also check other regions within a reasonable driving range. Don’t settle for the classes that are already on the list. Request them through your city or county EMC or TDEM [District Coordinator](#).



I recommend everyone start with six courses, four of which are online:

- [IS-700](#) National Incident Management System (NIMS), An Introduction (do this one first)
- [IS-100](#) ICS ([Higher Ed](#), [Law Enforcement](#), [Schools](#), [Public Works](#), and others have customized versions)
- [IS-800](#) National Response Framework
- [IS-200](#) ICS for Single Resources and Initial Action Incidents
- [G-300](#) Intermediate Incident Command System for Expanding Incidents
- [G-400](#) Advanced Incident Command System, Command and General Staff

Getting elected and top appointed officials to training can be difficult. Two specific courses are available for this audience and can be requested through your TDEM District Coordinator:

- [G-200](#) Texas Public Officials Workshop (3 hours)
- [MGT-412](#) Senior Officials Workshop for All-Hazards Preparedness (6 hours)

Several structured and certificate programs are available through FEMA:

- [Professional Development Series](#) (7 online classes)
- [Advanced Professional Series](#) (10 classes, five core, five electives, some online)
- [Professional and Master Continuity Practitioner Certificate Programs](#)

EMI's [Emergency Management Professional Program](#) makes available three academies for emergency managers, the [Basic Academy](#) for those with less than three years of experience, the [Advanced Academy](#) for those with more than three years and the [Executive Academy](#) for emergency management senior executives. You must apply for these academies during the annual application window and commit to attending each section in Emmitsburg, Va. The courses are free, lodging is provided, and you are reimbursed for travel costs. You must purchase a meal ticket for the academy.



While not a certificate program or academy, TEEEX's [MGT-314](#) Enhanced Incident Management / Unified Command Course, held in College Station at TEEEX's Emergency Operations Training Center, is an excellent four-day experience (recommended courses above through G-300 are prerequisites). Check the [Course Schedule](#) for open 2017 dates. TEEEX provides travel, lodging, and per diem.

Whether you are called to lead the emergency management program or participate in planning, exercises, response, or recovery, broadening your training and experience will make a difference if and when disaster or crisis occurs. You can make a difference between just making it through or a response that saves lives, stabilizes the incident quickly, protects property, and provides societal restoration of your community. Remember, all disasters start locally and end locally. It's up to you!



David Parker is Director of Risk and Emergency Management and serves as the Emergency Management Coordinator for Angelo State University in San Angelo, Texas (a member of the Texas Tech System).

David is a former member of PRIMA's Board of Directors, served Arizona PRIMA for almost 30 years, and supported Texas PRIMA for the past several years. He is now a proud member of Texas PRIMA.

