Welcome to NASPA

BASIC INCIDENT COMMAND SYSTEM TRAINING – NIMS FOR YOUR CAMPUS
Presenters

- Grant Azdell – Dean of Student Affairs, Randolph-Macon College, Ashland, VA
  Chief Emeritus, Lynchburg Life Saving Crew

- Kristin Morgan – Director of Special Leadership Initiatives, Lynchburg College, Lynchburg, VA
  Chief, Lynchburg Life Saving Crew
The National Incident Management System (NIMS) and College & University Campuses
Hurricane Katrina
Course Objectives

9 Why NIMS on your campus?
9 Name the primary incident facilities and explain how each is used.
9 List ICS resources and describe how they are managed.
9 List the steps you should take to prepare for, participate in, and demobilize from an incident.
Characteristics of ICS

- Common Template
- Flexible Framework
- Expanded Application
Components

- Command & Management
  - ICS
  - Public Information Systems
  - Multi-Agency Coordination Systems
Components

- Preparedness
  - Planning
  - Training
  - Exercises
  - Qualification & Certification
  - Equipment Acquisition & Certification
  - Publications Management
Components

- Resource Management
- Pre & Post Event
- Communications & Information Management
- Supporting Technologies
- Ongoing Management & Maintenance
Complete the NIMS Awareness Course Online (ICS 100, & 700)
Adopt the use of ICS on your campus
Be prepared to jump into any ICS role at a moments notice.
Unit 1 - Introduction to the Incident Command System

9 Define ICS.
9 Identify the main ICS functions and their responsibilities.
9 Identify key ICS concepts and principles.
9 Describe the advantages of using ICS.
9 Describe where you might be assigned in an ICS structure and list possible job responsibilities.
When Is ICS Used?

- Hazardous Materials (HazMat) incidents
- Planned events (e.g., concerts, ball games official visits)
- Response to natural hazards
- Single and multiagency law enforcement incidents
- Fires
- Multi-casualty incidents
- Wide-area search and rescue missions
ICS Use

- Vehicle Accidents
Inexperienced Golf Cart Drivers!
Natural Disasters
Athletic Events
Graduation
ICS History - Problems

- Nonstandard terminology among response agencies.
- Lack of capability to expand and contract.
- Nonstandard and nonintegrated communications.
- Lack of consolidated action plans.
- Lack of designated facilities.
- Lack of a comprehensive resource management strategy.
ICS Principles

- Common terminology
- Modular organization
- Integrated communications
- Unity of command
- Unified command structure
- Consolidated Incident Action Plans (IAPs)
- Manageable span of control
- Designated incident facilities
- Comprehensive resource management
The ICS Structure

Incident Commander

- Public Information Officer
- Safety Officer
- Liaison Officer

- Planning Section Chief
- Operations Section Chief
- Logistics Section Chief
- Finance/Administration Section Chief
Planning

- Planning Section
  - Resources Unit
  - Situation Unit
  - Documentation Unit
  - Demobilization Unit
  - Intelligence Unit
Finance Section

- Time Unit
- Procurement Unit
- Compensation/Claims Unit
- Cost Unit
Two principles:

- There is complete freedom to exchange *information*.
- Orders, directives, resources requests, and status changes must follow the chain of command.
9 The Incident Commander:
  : May fill all Command and General Staff positions.
  : Can activate positions as the incident expands.
  : Will demobilize positions as the incident winds down.
9 The ICS organization is dependent on incident complexity, not size.
The Incident Commander:

9 Is the senior first responder.
9 May transfer command several times during an incident.
9 Must brief the incoming Incident Commander.
9 The Incident Commander is responsible for preparing and implementing the Incident Action Plan.

9 The IAP is prepared around operational periods:
   - Longer periods for simple incidents.
   - Shorter periods for complex incidents.
The Planning “P”

- Tactics Meeting
- Preparing for the Tactics Meeting
- Command & General Staff Meeting
- IC/UC Develop/Update Objectives Meeting
- Execute Plan & Assess Progress
- Planning Meeting
- IAP Prep & Approval
- Operations Briefing
- New Ops Period Begins
- Initial IC/UC Meeting*
- Incident Briefing using ICS 201
A word about ICS Forms

- **Number** Purpose
  - ICS 201 (p.1)** Incident Briefing Map
  - ICS 201 (p.2)** Summary of Current Actions
  - ICS 201 (p.3)** Current Organization
  - ICS 201 (p.4)** Resources Summary
  - ICS 202 Incident Objectives
  - ICS 203 Organization Assignment List
  - ICS 204 Assignment List
  - ICS 205 Incident Radio Communications Plan
  - ICS 206 Medical Plan
  - ICS 207 Incident Organization Chart (wall mounted)
  - ICS 209 Incident Status Summary
  - ICS 210 Status Change
  - ICS 211 Incident Check-In List
  - ICS 213 General Message
  - ICS 215 Operational Planning Worksheet
  - ICS 215A Hazard Risk Analysis
Using ICS for Incidents

- It takes time to respond.
- The situation will be unstable.
- The incident has potential to expand.
- Communications may be incomplete.
- First responders may be inexperienced at managing expanding incidents.
Unit 3 – Incident Facilities

Objectives

9 Name the critical facilities used in ICS operations and explain the purpose of each.
9 Identify which facilities may be co-located.
9 Describe how the various incident facilities are managed.
9 Identify the map symbol associated with each facility.
The Incident Command Post

9 Away from the general noise and confusion that are associated with the incident.
9 Outside the area of present and potential hazards.
9 Within view of the incident, when possible.
Staging Areas

9 Are areas where resources can be located while awaiting assignment.
9 May serve as holding areas at simple incidents.
9 May help coordinate a formal resource deployment system in complex incidents.
Base

- Used to provide a place for uncommitted or out-of-service resources.
- Only one base for an incident.
- Must be named.
Helibases and Helispots

9 Used only when air operations are required.

9 *Helibase*: A location at which helicopters may be parked, maintained, fueled, and equipped.

9 *Helispot*: A temporary location where helicopters can land and load and offload personnel.
Casualty Collection Points

9 In a safe area, free of hazards and debris.
9 Close to, but upwind and uphill from, the hazard area.
9 Accessible by transportation vehicles.
9 Able to grow.
9 Secure and away from public view.
Critical facilities include:
  - Command Post.
  - Staging Areas.
  - Base.
  - Camps.

Other incident facilities may include:
  - Helibases and helispots.
  - Casualty Collection Points.
Objectives

9 Describe the importance of incident resource management.
9 Explain why resources are typed and where to get information about resource types.
9 List the three resource status conditions used at an incident and what each means.
9 Maintain resource status for a small incident.
Resources Used in Operations

- Personnel
- Major items of equipment
Resource Kinds

- Security Vehicle/golf cart
- EMS Vehicle/golf cart
- 15 passenger Van
- Utility truck
- Cars
- Security Officers
- RA Staff members
- Other suggestions?
9 Single Resources:
   : Individual pieces of equipment and personnel.
   : Crew of individuals that can be used in an operational application.
9 Task Force:
   : Any combination and number of single resources.
9 Strike Team:
   : Resources of the same kind and type.
Tracking Resource Status

- **Assigned**: Performing active functions.
- **Available**: Ready for immediate assignment.
- **Out-of-service**: Not ready for assigned or available status.
Selecting the right resource for an operation assignment is essential to:

- Accomplishing the task.
- Ensuring resource safety.
- Ensuring cost-effective operations.
9 Assemble a “Go Kit” that includes the things you will need at an incident.
9 Check in to the appropriate person.
9 Identify your main job responsibilities.
9 Demobilize from the incident.
| 9 Pens, pencils, markers       | 9 Maps                  |
| 9 Paper                      | 9 Masking tape          |
| 9 ICS and other forms        | 9 and/or push pins      |
| 9 CMT Manual                 | 9 A clipboard           |
| 9 Other policies and procedures | 9 Other???
Personal Preparedness

9 Change(s) of clothing
9 Toiletries
9 Hygiene items
9 Appropriate outerwear
9 Flashlight
9 Department or agency ID

9 Medications (prescription and over-the-counter)
9 Snacks
9 Reading material, portable tape player, etc.
Unified Command

- City or County Emergency Units will Establish Incident Command System if we have not done so already
- Emergency Units will mix into our established ICS system as they arrive and may set up a Unified Command system.
- The Liaison Officer is a key figure at this point
Demobilization

- The Campus ICS Team is the last group to be demobilized.
- No one is released from a scene without the permission of the Incident Commander.
Demobilization

9 Complete all work in progress.
9 Ensure that records and files are up to date.
9 Brief your relief and subordinates, as necessary.
9 Brief your supervisor.
9 Return or transfer equipment.
9 Follow check-out procedures.
ICS Training at the 100, 200, 700 & 800
Available at
www.fema.gov/nims
Questions?

Contact:

Grant Azdell, Dean of Students
Randolph Macon College
804.752.7266
gazdell@rmc.edu

Available for ICS Training on YOUR campus.

Campus ICS equipment available from
www.triagetags.com