

CITY COUNCIL STUDY SESSION

TO: Mayor and City Council
FROM: Mari E. Macomber, City Manager ^{MEM}
SESSION DATE: May 16, 2011
TIME: 4:30 pm
PLACE: Kirksville Fire Station

The Council will be meeting at the Fire Station for training. The training will conclude in time for City Council members to attend the City Council meeting at City Hall at 6:00 pm.

AGENDA:

- NIMS TRAINING
- REVIEW COUNCIL NEWSLETTER

NIMS TRAINING

In July of 2004, the City Council approved the Adair County/Kirksville Emergency Operations Plan. This Plan establishes the organization and guidelines that should be followed to save lives, minimize injuries, protect property, preserve continuance of government, and maintain economic activities essential to the survival and recovery of our community from natural and/or man-made hazards. The Plan establishes the guidelines for conducting efficient, effective, coordinated emergency operations involving the use of all resources belonging to the jurisdiction affected.

In our discussions with the City Council, the Council agreed that the responsibilities of the Mayor and Council would be delegated to the City Manager. However, during large-scale emergencies the Mayor and City Council will have an important role to play in the management of the event(s). Awareness and understanding are important components of an emergency management system.

The City participates with both state and federal emergency management agencies in an effort to serve Kirksville, surrounding communities and our region when emergency situations arise. While most emergency situations are handled locally, when there's a major incident help may be needed from other jurisdictions, the state and the federal government.

It is imperative that all entities involved use the same general processes. The National Incident Management System (NIMS) was developed so responders from different jurisdictions and disciplines can work together better to respond to natural disasters and emergencies, including acts of terrorism. NIMS benefits include a unified approach to

incident management; standard command and management structures; and emphasis on preparedness, mutual aid and resource management.

The National Integration Center (NIC) Incident Management Systems Integration Division was established by the Secretary of Homeland Security to provide "strategic direction for and oversight of the National Incident Management System (NIMS)... supporting both routine maintenance and the continuous refinement of the system and its components over the long term." The Center oversees all aspects of NIMS including the development of compliance criteria and implementation activities at federal, state and local levels. It provides guidance and support to jurisdictions and incident management and responder organizations as they adopt the system.

The Center is a multidisciplinary entity made up of federal stakeholders. It is situated within the Department of Homeland Security's Federal Emergency Management Agency

One of the requirements of the NIMS program is the participation and completion of a series of training programs. There are training programs for emergency responders, first line supervisors, mid-level supervisors, senior-level supervisors and elected and appointed officials. As City Council members you are expected and required to participate in the FEMA IS 700 training program.

Fire Chief Randy Behrens will be working with the City Council on Monday and walking you through the training.

Recommendation – Council members will be using computers at the Fire Station to work through the IS 700 training on Monday evening.

NEWSLETTER – May 13, 2011

NIMS Concepts

NIMS is **flexible** because it is applicable to any incident regardless of cause, size, location, or complexity and its components can also be utilized to develop all-hazards plans, processes, procedures, agreements, and roles.

Additionally, NIMS provides an organized set of **scalable and standardized** operational structures, which is critical for allowing various organizations and agencies to work together in a predictable, coordinated manner.

In summary, NIMS is:

- A comprehensive, nationwide systematic approach to incident management.
- A core set of doctrine, concepts, principles, terminology, and organizational processes for all hazards. It is not a detailed operational or resource plan.
- Scalable, so it may be used for all incidents (from day-to-day to large-scale).
- Essential principles for a common operating picture and communications interoperability.
- Standardized resource management procedures for coordination among different jurisdictions and organizations.



NIMS Resource Center

The NIMS Resource Center (www.fema.gov/nims) provides online resources to implement and maintain NIMS concepts and principles, including:

- **NIMS Information & Related Documents.** Provides access to the NIMS document and other related annexes, guides, materials, and documents.
- **NIMS Components.** Presents information, guidance, and resources on critical elements such as resource typing definitions, mutual aid and assistance agreements, interoperability, credentialing, and training and exercises.
- **NIMS Implementation Guidance.** Offers stakeholders implementation guidance and assistance. Also includes information about Federal preparedness awards.
- **Briefings, Training & Other Resources.** Provides valuable resources such as NIMS briefings, training requirements and opportunities, alerts, frequently asked questions, lessons learned, forms, and job aids.



FEMA

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NATIONAL INCIDENT MANAGEMENT SYSTEM

December 2008



FEMA

Working together to prevent, protect against, respond to, recover from, and mitigate the effects of incidents.

What Is NIMS?

Homeland Security Presidential Directive 5 (HSPD-5), "Management of Domestic Incidents," directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS).

NIMS is a comprehensive, national approach to incident management that is applicable at all jurisdictional levels and across functional disciplines. NIMS enables us to work together to prevent, protect against, respond to, recover from, and mitigate the effects of incidents, regardless of cause, size, location, or complexity, in order to reduce the loss of life and property and harm to the environment.

NIMS works hand in hand with the National Response Framework (NRF). NIMS provides the template for the management of incidents, while the NRF provides the structure and mechanisms for national-level policy for incident management.

The benefits of NIMS include:

- A standardized approach to incident management that is scalable and flexible.
- Enhanced cooperation and interoperability among responders.
- Comprehensive all-hazards preparedness.
- Efficient resource coordination among jurisdictions or organizations.
- Integration of best practices and lessons learned for continuous improvement.



NIMS is applicable to all levels of government, the private sector, and nongovernmental organizations who have an active role in emergency management and incident response. Below is a summary of key roles and responsibilities.

Federal Departments and Agencies: HSPD-5 requires all Federal departments and agencies to adopt NIMS and use it in their individual incident management programs and activities, as well as in support of all actions taken to assist State, tribal, and local governments.

State, Territorial, Tribal, and Local Governments: In the vast majority of incidents, State, territorial, tribal, and local government resources and mutual aid and assistance agreements provide the first line of incident response, management, and coordination. NIMS is based on the concept that local jurisdictions retain command, control, and authority over response activities for their jurisdictional areas. HSPD-5 requires adoption of NIMS by State, tribal, and local organizations as a condition for Federal preparedness assistance (through grants, contracts, and other activities).

Private Sector and Nongovernmental Organizations: The private sector and nongovernmental organizations play valuable roles in helping communities prepare for, respond to, and recover from incidents. All entities that are directly involved in response operations are strongly encouraged to have their response personnel receive NIMS training.



To integrate the practice of emergency management and incident response throughout the country, NIMS focuses on five key areas, or components. These components work together to form a comprehensive incident management system.

I. Preparedness

Preparedness is essential for effective incident and emergency management. Achieving national preparedness requires partnership among all levels of government, the private sector, and nongovernmental organizations. NIMS preparedness encompasses a continuous cycle of planning, organizing, training, equipping, exercising, evaluating, and taking corrective action. Ongoing preparedness provides for better coordination during times of crisis.

II. Communications and Information Management

NIMS prompts the use of flexible communications and information systems that allow all emergency management and response partners to establish and maintain a common operating picture of the incident. This NIMS component builds on the key concepts of interoperability, reliability, scalability, and portability to ensure that personnel from different disciplines, jurisdictions, organizations, and agencies are able to communicate with each other.

III. Resource Management

Careful management of resources is essential before, during, and after incidents. NIMS describes standardized resource management practices such as typing, inventorying, organizing, and tracking. These practices allow for effective sharing and integration of critical resources across jurisdictions.

IV. Command and Management

The NIMS Command and Management component enables effective and efficient incident management and coordination by providing a flexible, standardized incident management structure. This structure integrates three key organizational constructs: the Incident Command System, Multiagency Coordination Systems, and Public Information.

V. Ongoing Management and Maintenance

The FEMA National Integration Center's Incident Management Systems Integration (IMSI) Division provides strategic direction, oversight, and coordination of NIMS. Working with stakeholders, IMSI supports ongoing maintenance and continuous refinement of NIMS concepts and principles.

NIMS provides the groundwork that we need for efficient and effective nationwide response. You can help support NIMS implementation by:

- Adopting NIMS.** Confirm that your jurisdiction or organization has adopted NIMS through executive order, regulations, proclamation, or legislation.
- Incorporating NIMS Into Your Plans.** Check to see if NIMS (including the concepts, principles, and terminology) has been integrated into your Emergency Operations Plan or other similar plans.
- Participating in NIMS Training.** Review the Five-Year NIMS Training Plan to learn about NIMS training requirements. The NIMS Resource Center includes links to the Plan and training opportunities.
- Reporting NIMS Implementation.** Make sure to report your accomplishments. The NIMS Compliance Assistance Support Tool (NIMSCAST) is a Web-based tool that can help you document NIMS implementation activities.
- Networking With Others.** Contact your State and FEMA Regional NIMS Coordinators to learn about upcoming preparedness events. Consider signing up for NIMS Alerts and other updates at the NIMS Resource Center.

