

NIMS ICS All-Hazards Position-Specific: Division/Group Supervisor (DIVS) Course (L960) Delivered by FEMA and Hosted by Ohio EMA November 12 - 14, 2013

Course Description:

This course is designed to provide Local and State-Level Emergency Responders with a robust understanding of the duties, responsibilities, and capabilities of an effective DIVS on an AHIMT. The course walks students through general information, including an overview of the Operations Section and information on incident mobilization, initial situation awareness and unit management. It also provides detailed instruction on responding to the incident and the command needs of the incident, as well as emphasizing the importance of risk management and safety considerations.

Course Date: November 12-14, 2013

Application Deadline: November 5, 2013

Time of Course: Registration: 7:45 - 8:00 AM
Course time: 8:00 AM – 5:00 PM

Location: Ohio Emergency Management Agency
2855 West Dublin Granville Rd.
Columbus, OH 43235



Who Should Attend?

NIMS ICS All-Hazards Position-Specific training should be completed by personnel who are regularly assigned to functional, support, or unit leader positions on United States Fire Administration (USFA) or other Type III All-Hazards Incident Management Team (AHIMT), or by those persons who desire to seek credentials/certification in those positions.

Required Prerequisites:

Students that apply for All-Hazards Position Specific training must complete the FEMA Independent Study online courses listed below, the ICS-300: Intermediate ICS for Expanding Events and ICS-400: Advanced ICS course and copies of course completion certificates must accompany your application.

- IS-100.b, *Introduction to the Incident Command System (ICS)*- <http://training.fema.gov/EMIWeb/IS/IS100.asp>
- IS-200.b, *Incident Command System (ICS) for Single Resources and Initial Action Incidents*
<http://training.fema.gov/EMIWeb/IS/is200.asp>
- IS-700.a NIMS An Introduction <http://training.fema.gov/EMIWeb/IS/is700a.asp>
- ICS-300, *Intermediate Incident Command System (ICS) for Expanding Incidents*
- IS-800.B: National Response Framework, An Introduction
<http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-800.b>
- ICS-400, *Advanced Incident Command System (ICS), Command and General Staff—Complex Incidents*

Important Enrollment Information:

Students must complete the FEMA 119-25-1 General Admission Application form found at <http://training.fema.gov/Apply/119-25-1%20Previously%20FF75-5.pdf> and submit the application form to your State Emergency Management Office for the State Training Officer's approval and signature; the State Training Officer will submit the application to Ohio EMA; Ohio residents submit your application form directly to Lisa Jones, STO at ljones@dps.state.oh.us (interested individuals be sure that the application is signed by the Head of your sponsoring organization and includes your FEMA SID number).

Obtain Your FEMA Student Identification (SID) number:

How do I obtain my FEMA Student Identification (SID) number?

- Step 1: To register, go to <https://cdp.dhs.gov/femasid>
- Step 2: Click on the "Need a FEMA SID" box on the right side of the screen.
- Step 3: Follow the instructions and provide the necessary information to create your account.
- Step 4: You will receive an email with your SID number. You should save this number in a secure location.

What do I do with this new SID number I have been assigned?

The SID number must be used in place of the SSN on your General Admissions Application (FEMA Form 119-25-1, Box 3) and the General Admissions Application Short Form (FEMA Form 119-25-2, Box 3) for any courses that begin on or after October 1, 2012.

Stipend Assistance for Students:

This is a FEMA Emergency Management Institute (EMI) sponsored course and funding is available to assist students with their travel costs. Standard NFA/EMI reimbursement policies will apply. Please contact the FEMA EMI Admission Office at 1-800-238-3358 for more information.

All students representing state and local government entities are entitled to receive reimbursement under the FEMA Student Stipend Reimbursement Program for costs associated with attending regional offerings of NIMS ICS All-Hazards Position Specific classes. This program provides reimbursement to students who successfully complete classes for costs associated with travel and lodging.

Ohio EMA will provide the FEMA Student Stipend Reimbursement Form and the instruction sheet for completing the form on day one of the course.

Lodging Information:

Students attending this course are eligible to receive Student Stipend Reimbursements for their attendance during training.

At this time, FEMA will provide reimbursement only for the following expenses:

- Travel (either a round trip airline ticket or 1 round trip by car)
- Baggage charges
- Local transportation to and from the airport (use hotel shuttle when available)
- Lodging charges (for the room only).
 - FEMA does not reimburse for room service, movies, internet access, etc.)

Reimbursement for airfare is contingent upon the advanced purchase of a coach/economy non-refundable ticket. Any questions regarding airfare reimbursement should be referred to NETC Admissions Office at 1-800-238-3358.

Local Lodging Locations:

Click on the links below to access local lodging locations and restaurants.

- [Local Lodging Locations](#)

Airfares, baggage charges, and one round-trip mileage costs between a student's home and the class site are fully reimbursable. Miscellaneous ancillary costs such as meals and local transportation costs such as taxis or rental cars are not reimbursable.

Updated Food in Classroom Policy:

Please be advised that effective immediately, the Ohio Emergency Management Agency Prohibits Food in the Classrooms here at Ohio EMA (no food of any kind); and ALL Drinks including Coffee must be covered with a lid.

State Point of Contact:

Lisa Jones, Ohio EMA, State Training Officer, (614)799-3824, ljones@dps.state.oh.us

Student Stipend Reimbursement

1. Students attending Regional class offerings sponsored by EMI are eligible to receive Student Stipend Reimbursements for their attendance during training.

At this time, FEMA will provide reimbursement only for the following expenses:

- Travel (either a round trip airline ticket or 1 round trip by car)
- Baggage charges
- Local transportation to and from the airport (use hotel shuttle when available)
- Lodging charges (for the room only.
- FEMA does not reimburse for room service, movies, internet access, etc.)

Reimbursement for airfare is contingent upon the advanced purchase of a coach/economy non-refundable ticket.

Any questions regarding airfare reimbursement should be referred to NETC Admissions per the above noted contact information.

2. Federal Employees

Employees of the Federal Government are not eligible for reimbursement under the Student Stipend Reimbursement Program. The stipend reimbursement program, which pays for travel costs and housing for students attending regional class offerings, is not available to Federal employees.

Potential applicants who are Federal employees should be directed to apply for a Travel Authorization (TA) from their respective Federal agencies, along with associated travel costs.

Refer any questions relating to stipend reimbursements to either the EMI Course Manager, Mr. Robert L. Ridgeway at robert.ridgeway@fema.dhs.gov or (301) 447-1142 or to Ms. JoAnn Boyd, NETC Admissions at: (301) 447-1415.