



# Utah Emergency Management

Monthly Newsletter

Volume 1, Issue 10

## Winter Weather Preparedness - *Don't Get Caught in the Cold*

With the holidays quickly approaching, we are working less, shopping more, and seeing a lot of snow and colder temperatures. It's a good time to check your emergency kits and supplies, replenishing or replacing items in need. It is important to be prepared for winter weather, and the many implications winter storms bring, before it strikes.

Governor Gary R. Herbert's Winter Weather Preparedness Week campaign during the month of October, but with the hustle and bustle of the holidays, it's a good time to remind everyone that our winter wonderland is just beginning.



### What Should You Do To Be Ready?

**Make a plan!** Create a disaster plan, practice it, and adhere to it.

**Get a kit!** Prepare a disaster supply kit, complete with the essentials needed to survive an emergency. Details on what to include in the kit can be found on the Be Ready Utah web site at <http://beready.utah.gov>. Think emergency kit supplies for your holiday shopping this year!

**Be informed!** Check out the latest forecast and road conditions before you venture out. Utah Department of Transportation CommuterLink at <http://commuterlink.utah.gov> or via phone at 511 (within Utah) and 866-511-UTAH (out of state)

**Get involved!** Most local areas have Community Emergency Response Teams (CERT). Check your local area for CERT programs or other volunteer opportunities.

### Avalanche Safety - Know Before You Go!

Do you and your family enjoy the backcountry of Utah? Who doesn't! Just don't become a statistic... An average of four Utahns die in the backcountry powder each year while enjoying the freedom of the hills on their skis, snowmobiles, snowshoes, or snowboards. Many of these deaths could have been averted had they checked the Forest Service Utah Avalanche Center's (UAC) daily advisory.

The UAC forecasters spend hours and hours in the snow in the mountainous backcountry to learn about potential avalanche danger. You can find more information at <http://utahavalanchecenter.org/>. The Utah Avalanche Center issues forecasts and danger ratings for the mountainous areas from Logan to the Manti-Skyline Plateau and the La Sal, including the Salt Lake, Ogden, Provo, and Park City regions of the Wasatch, as well as the Western Uintas. The UAC recommends that after checking the

forecast, recreationists head out with, and know how to use, an avalanche transceiver, shovel and probe, first aid and repair kits, and emergency survival gear.



## State Volunteer and Donations Plan

### The Second Disaster!

When your community is hit by a large scale disaster, an onslaught of unaffiliated volunteers and unneeded donations can burden your resources and hamper your relief efforts. This situation can turn into your second disaster.

The Utah Division of Emergency Management has recruited, organized and trained a Utah Volunteer and Donations Coordination Team. This multi-organization team has been meeting to draft a new State plan to manage volunteers and donations in a large scale disaster by following best practices from around the country and around the world. After nearly one year of meetings, research, and advice from other state and FEMA liaisons, the group would like to share this new plan with local jurisdictions. As always, your concerns, questions and suggestions are welcome. Also, if you know of someone who would serve as a helpful member of this team, let us know. Contact the Team Coordinator, Susan Thomas at [susanmthomas@utah.gov](mailto:susanmthomas@utah.gov).

[Click her to see the new plan](#) and feel free to use this plan as a template for your local government, if desired, and make modifications to fit your local needs.



*New York donation center, September 2011*

## Utah's Tribal Corner

Misty Bruns has moved on to other opportunities and a new Ute Tribal Emergency Manager, Eldora Perank, has been appointed. We would like to wish Misty the best and thank her for her service and accomplishments within Emergency Management. She will be missed. We would also like to welcome Eldora and look forward to working with her.

The Utah Tribal Leaders Meeting was held on Nov. 10, 2011, in Wendover, NV. Jerrienne Kolby, with the Division of Emergency Management, has a standing appointment to present and to also make any request or give out any other information to the leaders. If there is anything

anyone has to share with the leaders, please let her know.

They meet quarterly, with the next meeting in March. DEM is in the process of putting together a consultation agreement

between DEM and the Utah Tribal Leaders Association. This will help to show the support from each entity in emergency management endeavors for the tribes.

A meeting of the Utah Tribal Emergency Response Committee (UTERC) was held in Sandy and Mario Seleck from the Confederated Tribe of Goshute reported on a NIMS workshop that he and Earl Lee from the Navajo Nation attended. The UTERC meets quarterly. The next meeting will be on Jan. 6, 2012, in White Mesa from 11 a.m.—2 p.m. These are workshops arranged to provide training and information sharing for each of the tribes. The Ute Mountain Utes will be hosting the



UTERC for that month.

For more information or questions, please contact Jerrienne Kolby at [jkolby@utah.gov](mailto:jkolby@utah.gov).

## FY11 EMPG Effective Measures - Frequently Asked Questions

**1) Question:** Does the FY11 exercise guidance apply to previous years?

**Answer:** No, the only exception is the submission of After Action Reports/Improvement Plans which can now be submitted 90 days following conduct of an exercise (previous year guidance required 60 days).

**2) Question:** Who is required to engage in exercise activities?

**Answer:** The EMPG guidance has two distinct requirements: 1) for the State/territorial emergency management programs; and 2) EMPG-funded personnel. The EMPG grantee and/or the State/territorial emergency management programs are required to conduct four exercises of any type plus one full-scale exercise (a total of five exercises per year). EMPG-funded personnel are required to participate in three exercises of any type per year.

**3) Question:** Is the requirement to conduct 5 exercises applicable to local sub-grantees?

**Answer:** No. The requirement to conduct 5 exercises is for State/territorial emergency management programs only.

**4) Question:** Can a local exercise count toward the requirement for the state/territorial emergency management program to conduct 5 exercises?

**Answer:** Yes, grantees can leverage exercises across their emergency management program (including local exercises funded through the Homeland Security Grant Program or other funding sources) to satisfy this requirement, as long as the grantee is participating in some capacity. For example, if Franklin County, Ohio, is conducting a full-scale exercise and the State of Ohio Emergency Management Program is participating with resources (e.g., Department of Transportation resources, State Highway Patrol resources, EPA resources), this will satisfy the full-scale requirement.

**5) Question:** What types of exercises can satisfy the requirement to conduct 5 exercises?

**Answer:** Besides the full-scale exercise requirement, the other four exercises can be of any type (e.g., seminars, workshop, tabletop, drill, functional, etc.), and can be as simple as a communications check or tabletop discussion. It is preferable that the exercises are progressive in nature, each exercise building on the last toward a capstone, full-scale exercise.

**6) Question:** Will responses to real world events count toward the exercise requirements?

**Answer:** There should be a sufficient number of exercises occurring throughout a State that can be leveraged toward meeting these requirements without the need to count a real world event. Additionally, exercises are designed to validate objectives that may not be tested during a real world event. The value of conducting exercises is to identify areas for improvement and address those areas before responding to a real world event.

If a State/territory/local jurisdiction has experienced a major disaster, and would like to request exemptions for a scheduled exercise, the grantee should send this request to their assigned FEMA Regional Grant Manager through the quarterly EMPG report. Exemptions will be reviewed on a case-by-case basis by the Regional Grant Manager.

**7) Question:** Who counts as EMPG-funded personnel?

**Answer:** EMPG funded personnel are all personnel with salaries supported with EMPG grant funds, including those supported with management and administrative (M&A) funds and cost-share recipients. Volunteers who receive a stipend through EMPG funds are not considered EMPG-funded personnel.

**8) Question:** Which EMPG-funded personnel are required to participate in 3 exercises?

**Answer:** All EMPG-funded personnel are required to participate in 3 exercises.

**9) Question:** Why would administrative staff have to complete the Professional Development Series (PDS) if their duties do not require the activities that they are being trained against?

**Answer:** All EMPG-funded personnel are expected to be trained emergency managers capable of filling in and responding as needed.



## FY11 EMPG Effective Measures - Frequently Asked Questions ( *cont.* )

- 10) Question:** Are staff not funded by EMPG required to participate in 3 exercises?  
**Answer:** No. However, FEMA encourages all emergency management personnel to participate in regular exercises and training activities.
- 11) Question:** Do local subgrantees need to complete their own Threat and Hazard Identification Risk Assessment (THIRA)?  
**Answer:** No. However, FEMA recommends that all grantees and subgrantees go through the necessary steps to identify threats and hazards to guide preparedness activities and investments. The grantee's THIRA should be based on input from all levels of Government.
- 12) Question:** In what timeframe do these EMPG requirements need to be met?  
**Answer:** Within a 12-month period.
- 13) Question:** Is the Homeland Security Exercise and Evaluation Program (HSEEP) process required?  
**Answer:** HSEEP is strongly encouraged, but it is not a requirement.
- 14) Question:** Do the grant effectiveness measures outlined in the EMPG Grant Guidance apply to other grant programs?  
**Answer:** No, while some of the other grant programs share some of the same effectiveness measures, the grant effectiveness measures for the EMPG program are unique to the EMPG program.
- 15) Question:** Where should completed After Action Report/Improvement Plans (AAR/IPs) and Training and Exercise Plans (TEP) be submitted?  
**Answer:** AAR/IPs and TEPs must be submitted to [hseep@dhs.gov](mailto:hseep@dhs.gov) with a copy to the EMPG Program Analyst and Regional Exercise Officer. Please ensure the AAR/IP and TEP documents are password-protected and the passwords are also sent to [hseep@dhs.gov](mailto:hseep@dhs.gov) via separate emails. If you are unable to password protect the AAR/IP TEP document, please contact your FEMA Regional Exercise Coordinator for assistance.
- 16) Question:** I upload my exercise AARs/IPs into the CAP system on a regular basis, is it necessary for me to also email an encrypted copy to the National Exercise Program?  
**Answer:** No, if you upload your AARs/IPs into the CAP system, you will not also need to email an encrypted version.
- 17) Question:** Where will FEMA store the AAR/IP and TEP documents?  
**Answer:** Once received via email, the AAR/IP and TEP documents will be saved to a secure FEMA network folder and the sender will receive an email confirming the receipt.
- 18) Question:** Who will have access to the AAR/IP and TEP documents?  
**Answer:** FEMA Regional Exercise Officers, EMPG Grant Managers, Regional FEMA National Exercise Division and FEMA Grant Programs Directorate staff will have access to the documents. Additional FEMA staff with a demonstrated need-to-know may also be given access to the information to support mission requirements (such as preparedness reporting). As in the past, a State's specific information will not be released without their consent and AAR/IP data would only be used for aggregate reporting.
- 19) Question:** What will the AAR/IP and TEP documents be utilized for?  
**Answer:** The AAR/IP and TEP documents will be used to ensure grant compliance, support implementation of the National Exercise Program and support high-level analysis by FEMA. As part of biannual programmatic monitoring of EMPG grantees, evidence of submission of AAR/IP reports is requested. In addition, programmatic monitoring ensures that the appropriate percentage of funds is spent on planning, which includes training and exercise activities, and that the State has a current Training and Exercise Plan (TEP).
- 20) Question:** If EMPG-funded personnel have taken previous iterations of the required training courses, does that count toward the FY11 training requirement?  
**Answer:** Yes.
- 21) Question:** Does the planning matrix in Comprehensive Preparedness Guide (CPG) 101 v. 2 need to be updated quarterly or annually? And, where is CPG 101 v.2 and the associated planning matrix available?  
**Answer:** Annually. The matrix is available at <http://www.fema.gov/prepared/plan.shtm>

## State Training & Exercise - *Updates*

### All– Hazards Incident Management Team - Unit Leader Academy

Classes are starting to fill up for the All-Hazards Incident Management Team Unit Leader Academy, so don't be disappointed and register now! For those who live more than 50 miles away, all travel costs are covered by the FEMA Region VIII grant. No tuition fees and your lunch and breaks are provided. The training will be conducted by some of the best instructors in the country and possibly in the universe! Additional Academy information is available at: <http://publicsafety.utah.gov/emergencymanagement/AHIMT.htm>. Register for the Academy on U-TRAIN. Please note that ICS-300 is a prerequisite (an ICS-300 course will be held two weeks prior to the Academy). The Academy was just opened up for FEMA Region VIII participants and will soon be open nationwide.



### Are You Planning an Exercise?

If you are planning an exercise, please remember to contact your community support Liaison and share the date, time, location, and type of exercise, so we can post the information to our Utah DEM website. This will help others in the state that are planning exercises to avoid conflict, and allows others to come and observe your exercise, if interested.

As part of the EMPG requirements, all exercises that are being supported by EMPG funds, must be posted to the National Exercise Schedule (NEXS). This also allows the state to avoid conflicts with upcoming exercises, and assists us in reporting all exercise activities within the state. *Just a reminder* - exercises should be posted as far in advance as possible. If you need assistance posting your exercise, please contact Marc DiFrancesco at 801.538.3766 or [mdifrancesco@utah.gov](mailto:mdifrancesco@utah.gov); or Kris Repp at 801.209.2070 or [krepp@utah.gov](mailto:krepp@utah.gov).



### Training and Exercise Planning Workshop (TEPW)

It's time for the state Training and Exercise Planning Workshop (TEPW) again! Don't panic yet! The workshop is not until **Feb. 22, 2012**, in Salt Lake City. The TEPW is a discussion forum, hosted by Utah DEM, for developing, reviewing, and updating a multi-year training and exercise plan and schedule. We are giving you plenty of notice so you can complete some tasks to help streamline the process at the State TEPW.

- I. All of the cities within a county should meet together with their county emergency manager to list and prioritize their training and exercise needs for 2012.
- II. Counties within a region should meet to combine and prioritize their county lists into a prioritized region list. (Don't forget to use your state Liaison where needed in any of the steps)
- III. Region representatives will bring their prioritized list to the State TEPW on Feb. 22, 2012. County and city emergency managers are also welcome to attend the State TEPW.

Participants will need to register on U-TRAIN to attend the State TEPW. Additional information regarding the times and location will be provided via U-TRAIN. If you have any questions regarding the State TEPW, please contact your Liaison, Ted Woolley at [tewoolley@utah.gov](mailto:tewoolley@utah.gov), or Kris Repp at [krepp@utah.gov](mailto:krepp@utah.gov).

## Trainings— Conferences— Exercises and Meetings

*\*Please check our training website (<http://dem.utah.gov>), we are currently developing our 2012 training calendar. Courses are added daily.\**

(APS): Required ( + ) Elective ( \* )

<b>Training</b>			<b>Location</b>	<b>Course ID</b>
<b>December</b>				
13-14	G-300	ICS-300: Intermediate ICS for Expanding incidents	Monticello	1011051
<b>January 2012</b>				
10-11	G-290*	Basic Public Information Officer	Salt Lake City	1011053
12	G-291	JIC/JIS Course for PIOs	Salt Lake City	1020466
24-25	MGT-310	Threat and Risk Assessment - local jurisdiction	Taylorsville	1029990
25-26	G-300	ICS-300: Intermediate ICS for Expanding incidents	Salt Lake City	1011051
26-27	G-300	ICS-300: Intermediate ICS for Expanding incidents	Midvale	1011051
<b>February</b>				
6-10		Utah All-Hazards IMT Unit Leader Academy	Sandy	<a href="#">Click here</a>

### Conferences and Workshops

#### January 2012

18-19	UEMA Conference	Salt Lake City
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#### February

22	TEPW (more information coming soon)	Salt Lake City
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### Exercises and Meetings

		<b>Location</b>	<b>Contact</b>
<b>December</b>			
7	Utah ShakeOut 2012 - Validate Plan	Salt Lake City	Judy Watanabe
13	SERT - Utah Shake Out TTX series	Salt Lake City	Bob Carey
<b>January 2012</b>			
TBA	Utah Shake Out 2012 - Senior Leadership	Salt Lake City	Judy Watanabe
13	SERT - Utah Shake Out TTX series	Salt Lake City	Bob Carey

If you have questions regarding the above exercises or meetings, please contact the event coordinator:

Bob Carey - [bcarey@utah.gov](mailto:bcarey@utah.gov)

Judy Watanabe - [judywatanabe@utah.gov](mailto:judywatanabe@utah.gov)

Register using the course ID on U-TRAIN at: <https://www.utah.train.org> For more training information, please visit our website at: <http://emergencymanagement.utah.gov> or contact Ted Woolley at [tedwoolley@utah.gov](mailto:tedwoolley@utah.gov)

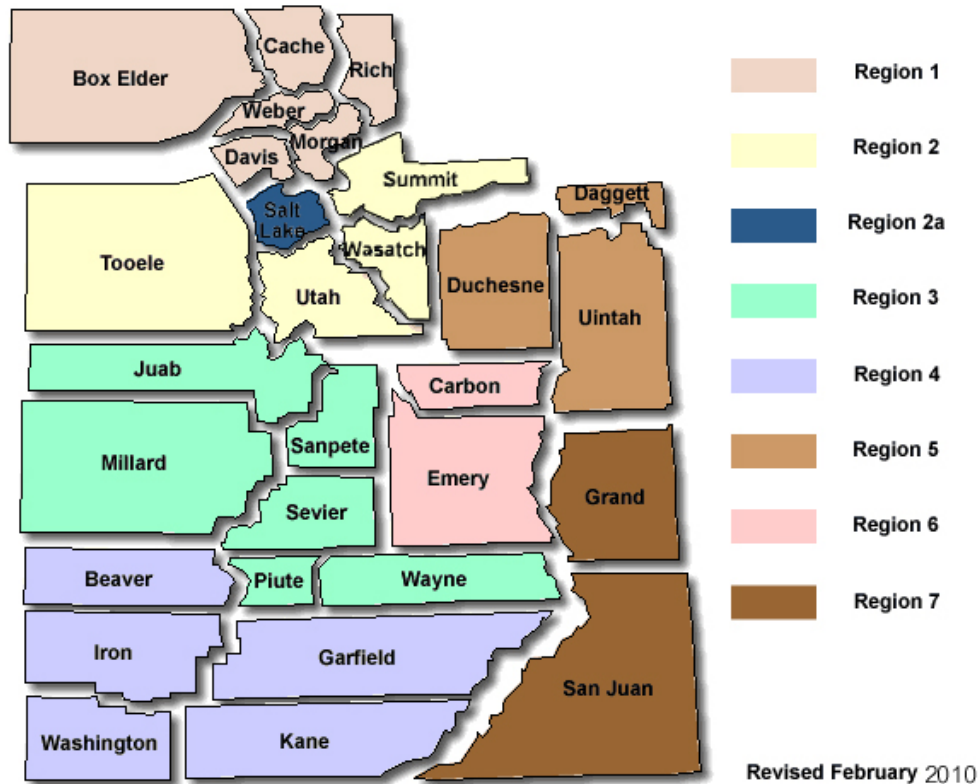
## Statewide Awards and Recognition - 2011

After 20 years of dedicated service in Emergency Management, AnnaRae Garrett, Chief of Staff for the Utah Division of Emergency Management has decided to retire. We appreciate her many years of contributions and wish her the best for a long and happy retirement. An open house will be Thursday, December 15, 2011, from 3:00-4:00 PM at the State Office Building auditorium in Salt Lake City.

For future publications, we are in need of the local jurisdictions' help. Please keep us informed on anyone in the emergency management field that may receive recognition or awards in emergency management or completes their Master Exercise Practitioner (MEP), Advanced Professional Series (APS) or Certified Emergency Manager (CEM) training. Please send these to Kim Hammer at [khammer@utah.gov](mailto:khammer@utah.gov)



## Division of Emergency Management—Regional Community Support Liaisons



Region 1 - Kimberly Giles  
[kgiles@utah.gov](mailto:kgiles@utah.gov)

Region 2\* - Kim Hammer  
[khammer@utah.gov](mailto:khammer@utah.gov)

Region 2a\* - Jesse Valenzuela  
[jessev@utah.gov](mailto:jessev@utah.gov)

Region 3 - Jeff Gallacher  
[jgallacher@utah.gov](mailto:jgallacher@utah.gov)

Region 4 - Scott Alvord  
[salvord@utah.gov](mailto:salvord@utah.gov)

Region 5 - Mechelle Miller  
[mmiller@utah.gov](mailto:mmiller@utah.gov)

Region 6 & 7 - Martin Wilson  
[martinwilson@utah.gov](mailto:martinwilson@utah.gov)

Liaison Manager - Ty Bailey  
[tybailey@utah.gov](mailto:tybailey@utah.gov)

\* Regions 2 and 2a are not separate regions



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## Are You Ready?

Division of Emergency Management:  
<http://emergencymanagement.utah.gov>

Be Ready Utah:  
<http://bereadyutah.gov>

Incident Manager Powered by WebEOC:  
<https://veocutah.sungard.com>

Utah Emergency Info:  
<http://www.utahemergencyinfo.com>