



King County

Emergency Management



Integrated Preparedness Plan

2025-2027

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Training and Exercise Plan: Purpose and Methods

Purpose

The King County Office of Emergency Management (KCOEM) Training and Exercise (T&E) Program provides training and exercises for King County response stakeholders, including first responder agencies, King County departments, elected officials, and other regional, state, and federal partners. The KCOEM T&E Program supports compliance with regulatory and grant requirements, in addition to baseline training required by King County government for KCOEM staff.

The purpose of this multi-year Integrated Preparedness Plan is to establish trainings and exercises that regularly test the skills, abilities, and experience of emergency management and other response personnel as well as the plans, policies, procedures, equipment, and facilities of KCOEM. The plan identifies strategic goals that are addressed through training and exercise during the next three years. This plan also identifies core training policies for KCOEM's Program. KCOEM utilizes exercises to evaluate plans, procedures, and capabilities through periodic reviews, testing, lessons learned, and reports from real-world incidents. The products of these evaluations are documented and disseminated within the KCOEM emergency management program including to stakeholders and selected partners.

The KCOEM Integrated Preparedness Plan and associated documentation is shared with regional stakeholders including government, public and private agencies, non-profit organizations, and others in the response community, via the KCOEM "Training and Exercise News" e-mail distribution list. This plan is a living document that is updated at least every three years.

Training and exercise priorities identified in this plan are implemented through one or more of the following methods:

- [KCOEM](#) or other appropriate stakeholder agency
- Coordination of existing (or proposed) courses through the [National Domestic Preparedness Consortium](#)
- FEMA's [Emergency Management Institute](#) (through WA State's [Emergency Management Division](#))
- Creation of custom-tailored training or exercises to address specific gaps or identified priorities

Note: Throughout this document, these terms are used in this way:

Course: The materials from FEMA (or another provider) that are used to teach a specific subject. (e.g., ICS-300, G-191 and G-557 are courses that were developed by FEMA.)

Class: A single offering (or delivery) of a Course. (e.g., The Nov. 1-5 ICS-300 class.)

Curriculum: A program or field of study that is made up of multiple Courses.

Primary Goals

- Coordinate regional cross-disciplinary training and exercises
- Enhance response capabilities to hazards identified in the KCOEM HIRA. (*KCOEM's HIRA can be found in our Hazard Mitigation Plan.*)
- Provide professional development pathways for instructors of responder training

Primary Objectives

The Goals are accomplished by the following Objectives:

- Regional cross-disciplinary training: Development of a three-year list of courses to be offered, by soliciting input from a broad cross-section of King County's response community.
- In preparation for KCOEM's annual Integrated Preparedness Planning Workshop (IPPW), review the current THIRA to identify any gaps between what is in the THIRA and the training that the response community is requesting. Bring these gaps to the attendees at the IPPW and work together to resolve these gaps.
- Developing more instructors of FEMA courses.

Development Process for County Training and Exercise Priorities

KCOEM's Training and Exercise Program provides services to King County Department representatives, first responders throughout the county, city representatives, non-governmental organizations, private sector representatives, and elected officials. This training is intended to span all of FEMA's 5 Mission Areas (Prevention, Protection, Mitigation, Response, and Recovery).

KCOEM's Training and Exercise Program aligns with the National Preparedness Goal. The goal being: *"A secure and resilient Nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk"*. Core capabilities are identified which comprise critical elements for our success in meeting the National Preparedness Goal. The T&E Program utilizes a capabilities assessment and a gap analysis with input from a broad cross-section of King County's response community. This includes:

- a) Emergency Managers from Cities, Towns, Utility Districts, School Districts, Fire Districts and non-governmental organizations throughout the County.
- b) Police Chiefs and Fire Chiefs throughout the County.
- c) King County elected officials
- d) KCOEM staff
- e) Students from past classes (from across the state).
- f) Anyone on KCOEM's "*Training & Exercise News*" e-mail distribution list (via *Govdelivery.com*). (As of August 2021, there are more than 2,200 people on this distribution list.)

The assessment is completed on a three-year cycle with annual updates. In addition, KCOEM conducts an annual Integrated Preparedness Planning Workshop (IPPW) which also supports the maintenance of a multi-year training and exercise calendar and allows for input from the broad cross-section of King County's response community that was listed above.

KCOEM's Integrated Preparedness Plan incorporates input from a variety of sources used in determining training and exercise strategies. These included:

- Annual Core Capabilities Assessment and Gap Analysis which identifies capability gaps for KCOEM.
- Items captured from past events, after action items and improvement plans.
- Review of key plans to identify training needs and ensuring that KCOEM is being deliberate in training and exercising to our plans.
- Applicable Standards and Regulations.
- Review of hazards identified in KCOEM's Hazard Identification and Risk Assessment (HIRA).
- Using an online survey (*in advance* of the IPPW) to gather basic training and exercise needs information from across the whole community, not just those that are able to attend the IPPW;
- Additional input captured from KCOEM's annual Integrated Preparedness Planning Workshop (IPPW).

Corrective Action Process

KCOEM utilizes a corrective action process that includes evaluations, After-Action Reports (AARs) and Improvement Plans (IPs). The products of these evaluations are documented and disseminated to KCOEM's stakeholders as part of a holistic planning and preparedness process.

An After-Action Report and Improvement Plan (AAR/IP) is used to provide feedback on the KCOEM's performance during an exercise or actual incident. KCOEM develops and publishes an AAR following any significant real-world incident or EOC activation. KCOEM develops an Executive Summary for tabletop exercises (TTXs) when KCOEM is the primary agency being evaluated, and for some regional TTXs upon request. KCOEM develops an AAR/IP for Functional Exercises (FEs) and Full-Scale Exercises (FSEs) when KCOEM is the primary agency being evaluated, and for some regional FEs/FSEs upon request. This report is developed in cooperation with the departments and outside agencies who participated in the exercises or activations.

The After-Action Report reviews pre-event activities, response, and disaster recovery actions. Any AAR/IP created by KCOEM will:

- Provide a summary of events.
- Evaluate achievement of operations (or exercise) objectives.
- Analyze the performance of critical tasks or actions during the operation or exercise. This includes the identification of things that worked well (best practices) and things that could have worked better.

After-Action Reports for Functional and Full-Scale Exercises will be published within 90 days (3 months) of completion. After-Action Reports for real-world incidents will be published within 4 months (120 days) and a formal Improvement Plan will be included, as needed. AAR/IPs will be distributed to the stakeholders and partners who participated.

Formal Improvement Plan Process

Improvement Plans are designed to capture corrective actions that will require further attention or follow-up.

The Improvement Plan portion of the AAR/IP will:

- Identify corrective actions for improvement
- Recommended actions for correction
- Designation of lead agency responsible for oversight of the corrective action.
- Timeline for their implementation and assignment to responsible parties.

Incorporation of KCOEM Plans into Training and Exercises

KCOEM continually updates and/or creates key plans that support the Emergency Management Program. These plans are validated and trained on by those who have either a role or need knowledge in order to carry out their emergency management related responsibilities. KCOEM offers EOC Readiness Training for all KCOEM staff and any individuals who are anticipated to support an EOC activation.

KCOEM works with the whole community to ensure that:

- Stakeholders participate in the planning process
- Specific plans are prioritized for training / exercises
- Training is provided on the plans
- Specialized training is provided for EOC positions
- Plans are exercised on a regular basis
- EOC activation drills are conducted at least quarterly
- At least once each calendar year, the EOC's capabilities are tested by an exercise or by an actual EOC activation.

Incorporation of Hazards in Training and Exercises

The Urban Area Security Initiative (UASI) Threat and Hazard Identification and Risk Assessment (THIRA) and the King County Regional Hazard Mitigation Plan (HMP), which includes the Hazard Identification and Risk Assessment (HIRA), are two key documents that help inform training and exercise objectives. The Integrated Preparedness Plan takes gaps identified in the annual core capability assessment, and threats and hazards listed in the UASI THIRA and HMP and addresses deficiencies with training and exercises.

KCOEM's capabilities assessment is a part of this review process. Information collected from the capability assessment conducted by King County is used to help define gaps and triage priorities. A capabilities assessment is an evaluation of FEMA's core capabilities assessment by solution areas of planning, organization equipment, training, and exercise. The output provides a snapshot of the King County's capabilities and gaps as it relates to the solutions areas and the capabilities. This is used to help refine training and exercise priorities for KCOEM.

Annual Integrated Preparedness Plan Workshop (formerly known as the Training and Exercise Workshop)

Each year, KCOEM conducts an annual Integrated Preparedness Plan Workshop (IPPW) that:

- Assesses, modifies, or adds to strategies that have been developed for the upcoming three (3) calendar years
- Coordinates regional initiatives related to training and exercise
- Reviews exercise commitments that have been captured, both internally to the County and regionally.
- Provides development opportunities for instructors and exercise developers

Input from participants is then incorporated into KCOEM's three-year Integrated Preparedness Plan (IPP).

Training and Exercise Planning Resources

Washington State Integrated Preparedness Plan (IPP) 2024-2026

The Washington Integrated Preparedness Plan (IPP) 2024-2026 provides a roadmap for Washington to follow in accomplishing the priorities described in the Washington Statewide All-Hazards Emergency Preparedness Strategic Plan as part of the State Preparedness System; and in alignment with Presidential Preparedness Directive 8 (PPD-8).

Included in the 2024-2026 IPP are the state-wide training and exercise forecasts, which provide regional opportunities for the County departments and agencies for the calendar years 2024-2026. The document also identifies opportunities outside the state being offered from key governmental and non-governmental organizations.

The State's 2024-2026 IPP is a living document that will be updated and refined annually.

King County Regional Training and Exercise Calendar

You can always find a list of the courses and exercises offered by King County's Office of Emergency Management through the following three methods:

- 1) Initially, the lists of planned training are documented in KCOEM's *Integrated Preparedness Plan*, which is updated annually. This information is then also reflected on WA State EMD's statewide *Integrated Preparedness Plan* (also updated annually).

- 2) This information is then also posted on KCOEM's online listing of upcoming trainings (www.kingcounty.gov/oem-training). This site is updated throughout the year (as new classes are announced).
- 3) New class offerings are also announced to KCOEM's 'Training & Exercise News' email distribution list at the same time they are posted on the web site. This email list includes anyone that has attended any of our classes or seminars in the past or has requested to be added to the list. To subscribe to this mailing list, please go to this site: https://public.govdelivery.com/accounts/WAKING/subscriber/topics?qsp=WAKING_53

Homeland Security Exercise and Evaluation Program, January 2020

KCOEM follows the Homeland Security Exercise and Evaluation Program (HSEEP) doctrine when conducting any exercises. HSEEP provides best-practice guidance on:

- Exercise program management
- Design and development
- Conduct or execution
- Evaluation, and improvement planning

National Level Exercises

For further information including the latest National Exercise schedule visit:

<https://www.fema.gov/emergency-managers/national-preparedness/exercises/national-level-exercise>

Training and Exercise Curriculum Sources

KCOEM provides training based on courses developed by FEMA, WA-EMD, and other locally-developed sources. King County Departments and local jurisdictions may also work with the Training and Exercise Program Manager to develop customized courses to address a need identified in support of the core capabilities assessment.

Federal Emergency Management Agency (FEMA)

Emergency Management Institute

The Emergency Management Institute (EMI) develops many courses and curriculums related to Emergency Management. These courses may be taught in several different ways:

- Any course name that begins with "IS" is an Independent Study course. These courses are web-based and include narrated slides and short exercises. The student completes the course at their own pace and there is an online test after the completion of the class. *Some examples are:*
 - IS-100 - Introduction to the Incident Command System
 - IS-200 - Incident Command System for Single Resources
 - IS-700 - Introduction to the National Incident Management System

- Any course name that begins with “E” is taught ***at*** the Emergency Management Institute (EMI) in Maryland, using the normal FEMA materials for that course. *If a student is accepted into a course at EMI, FEMA will reimburse many of the travel and on-campus lodging costs. Additional details can be found here:*
https://www.usfa.fema.gov/downloads/pdf/netc_welcome_package.pdf?ver=11-2021

Please contact the KCOEM Training Program Manager (contact information here: [KCOEM Points of Contact](#)) before submitting applications for “E” courses at EMI.

- Any course name that begins with “L” is taught ***by*** an Emergency Management Institute (EMI) instructor at an ***off-campus*** location (typically some other state) using the normal FEMA materials for that course. *Students are responsible for all travel expenses associated with attending L-prefix courses.*
- Any course name that begins with “G” is taught by a State, using the authority delegated to them by FEMA. These courses also use the same FEMA materials that the “E” and “L” courses use. *Students are responsible for all travel expenses associated with attending G-prefix courses.*

As an example, the commonly referred to “ICS-300” and “ICS-400” courses are formally referred to by FEMA as “E / L / G0300” and “E / L / G0400”

- Any course name that begins with “K” is remotely taught ***by*** an Emergency Management Institute (EMI) instructor (with video-conferencing software) using the normal FEMA materials for that course.

National Domestic Preparedness Consortium (NDPC)

The NDPC is a partnership of seven nationally-recognized organizations whose membership is based on the 'All Hazards' preparedness needs of the nation's emergency responders (including non-governmental organizations and the private sector). Each of the institutions focus on developing and delivering products and services according to their areas of expertise. These course deliveries can be brought to King County by their cadre of traveling instructors or some courses may require use of the specialized facilities available at some of the campuses. More details about NDPC can be found here: <https://ndpc.us/>

The online Course Catalog for EMI and NDPC courses is available here: <https://www.firstrespondertraining.gov/frts/nppcatalog> (There is typically no enrollment fee to attend these classes.)

Since KCOEM needs to coordinate with WA-EMD to bring these courses to our area, please contact KCOEM's Training & Exercise Manager if your organization feels there would be a benefit to bringing any of these courses to the region.

Washington Emergency Management Division (WA-EMD)

WA-EMD maintains information on in-state and out-of-state course offerings including:

- Information and training on the Incident Command System (ICS) and National Incident Management System (NIMS)
- Training (for all responders) provided by the [National Domestic Preparedness Consortium](#). These courses cover a broad range of all-hazard, high-consequence events.
- Technical assistance for Exercise Design and information on Integrated Emergency Management Courses (IEMC)

The current list of classes that EMD is aware of, in the State of Washington, is available here: <https://reg.learningstream.com/view/cal1a.aspx?ek=&ref=&aa=&sid1=&sid2=&as=38&wp=127&tz=&ms=&nav=&cc=&cat1=&cat2=&cat3=&aid=WSEMD&rf=&pn=>

Other Training Sources

If there are other, specific courses that King County Departments or local jurisdictions would like to have brought to the region, please share your ideas with the KCOEM Training Program Manager (contact information here: [KCOEM Points of Contact](#)) and we'll see what we can do!

King County Training Recommendations and Requirements

King County OEM's Training & Exercise Program needs to support a broad range of responders. The following sections detail the recommended (or in some cases, required) courses for different types of responders.

Training for Personnel with Roles in Emergency Response

KCOEM has an approved National Incident Management System plan that identifies the training requirements for personnel with roles in Emergency Management.

KCOEM staff training records are maintained in accordance with the NIMS plan. KCOEM provides regular training on the Incident Command System, hazards, response roles and responsibilities to emergency management professionals and first responders. KCOEM also provides training for personnel that will work in the Emergency Operations Center.

From the KCOEM NIMS Implementation Plan:

Phase I – Initial Staff Training

- a. [IS-100 – Introduction to Incident Command System](#)
- b. [IS 200 – Basic Incident Command System for Initial Response](#)
- c. [IS-700 – An Introduction to the National Incident Management System](#)
- d. [IS-800 – National Response Framework, An Introduction](#)
- e. Other relevant courses as determined by the KCOEM Director or Deputy Director

- f. Internal training and exercises

Phase II – Modification of Existing Plans, Procedures, and Policies

- a. Emergency response plans, including those that fulfill Emergency Support Functions under the CEMP and internal response plans must be modified to adopt NIMS principles and language.
- b. Enhance or modify training programs to institutionalize NIMS.
- c. Process includes modification, testing, refinement, and implementation of NIMS.

Phase III – On-Going NIMS Training and Verification

- a. Verify required training for KCOEM staff are complete. Verify the onboarding process for new employees includes training requirements.
- b. The KCOEM Training Program Manager is responsible for tracking KCOEM staff training records.
- c. Provide ICS courses annually for all emergency personnel to include first responders, government, education, healthcare and not for profit organizations. Courses are regularly scheduled and marketed.
- d. Conducting validation exercises. KCOEM conducts seminars, tabletop, functional and full-scale exercises within the three-year training and exercise calendar. The multi-year training and exercise calendar is published and updated annually.

Training for Senior Officials

Senior Officials in King County are defined as elected and appointed officials. The quarterly meetings of the County's Executive Leadership Cabinet are used to provide additional training and orientation on specific issues that impact the County Executive and other key policy-makers.

Required Training for All KCOEM Staff

With regards to Emergency Management training for KCOEM staff, the courses that are required (or recommended) to be completed are described in the following document:

- “*Required and Recommended FEMA Courses (for KCOEM staff) - v2.pdf*”. The file is located in this folder: <O:\Training & Exercise\Training\Administrative\KCEM Certificates>. This list is also shown in “*Appendix F: Required and Recommended Courses for KCOEM Staff*” at the end of this document.

The list of Required and Recommended courses is actually a matrix, which further distinguishes which courses are required for ‘All Staff’ and which additional courses are required for staff with specific duties (e.g., Duty Officers, EOC Ops Section staff, EOC Planning Section staff, etc.)

The training for all KCOEM staff includes FEMA's [Professional Development Series](#) and other courses identified in FEMA's "[National Incident Management System Training Program](#)" document.

In addition to the Emergency Management training, KCOEM staff must complete the same baseline training required for all King County employees.(for example, cyber-security, 'safe driving', 'Equity and Social Justice', etc.).

Required Training for King County OEM Duty Officers

Duty Officers receive training consistent with the hazards identified in the HIRA. (This list of required training is shown in "[Appendix F: Required and Recommended Courses for KCOEM Staff](#)" at the end of this document.)

In addition, KCOEM's Duty Officers meet every two weeks to:

- Review recent actions taken by the Duty Officers,
- Identify any errors or inconsistencies in the Standard Operating Guidelines (SOGs) that were used while performing those actions and
- Conduct drills or exercises regarding actions the Duty Officers could be required to do in the future.

KCOEM's EOC Readiness Program

KCOEM offers training opportunities to prepare County Staff for their role in the Emergency Operations Center. This series of training and exercise sessions uses a building block approach to build and test the skill sets that are used during the activation of the EOC.

New (or updated) *EOC Readiness* trainings are developed by KCOEM subject matter experts and piloted by all KCOEM staff. These staff-level *EOC Readiness* sessions occur every two weeks. Once every six months, a *KC EOC Readiness Seminar* is held. This is a 4-hour seminar where anyone that responds to the King County EOC can participate in a compilation of topics (from the staff-level trainings) that are pertinent to activations of King County's EOC. Attendees also practice logging-in to WebEOC (for attendance) and get some hands-on experience with WebEOC during several short exercises. (These *KC EOC Readiness Seminars* are shown in the Calendars of Classes at the end of this document.)

Required Training for King County Personnel who will support the Emergency Operations Center (EOC)

Representatives who serve a role in King County's EOC should take the following online, independent-study courses from FEMA:

- [IS 100 – Introduction to Incident Command System](#)
- [IS 200 – Basic Incident Command System for Initial Response](#)
- [IS 700 – An Introduction to the National Incident Management System](#)
- WebEOC - Introduction and Hands-on Training
- King County EOC Familiarization Course

For responders that do not have convenient access to a computer while at work (or who prefer to learn this material in a classroom environment), KCOEM sometimes offers an in-person, combined version of ICS-100, -200 and -700 at a facility that also has computers that the students can use. The course is referred to as the “ICS Combo Course.”

Representatives to King County’s EOC should also consider taking the following courses:

- [IS-2200 – Basic Emergency Operations Center Functions](#) (an online, independent-study course)
- G-191 Incident Command System/ Emergency Operations Center Interface (ICS/EOC) (an 8-hour, instructor-led course)

Courses Routinely Offered by KCOEM

KC OEM is committed to routinely providing the following courses:

- ICS-300 - Intermediate Incident Command System for Expanding Incidents
- ICS-400 - Advanced Incident Command System for Complex Incidents
- G-191 - Emergency Operations Center / Incident Command System Interface
- L0105 - Public Information Basics
- WebEOC - Introduction and Hands-on Training (Quarterly)

Training and Exercise Processes

Announcing and Marketing of Classes

The current list of any announced classes is always available here: www.kingcounty.gov/oem-training

Newly scheduled classes are announced using the following methods:

- Once a registration site has been created, an e-mail with information about the course is sent to KCOEM’s *‘Training and Exercise News’* email distribution list (on the GovDelivery platform). To subscribe to this mailing list, please go to this site: https://public.govdelivery.com/accounts/WAKING/subscriber/topics?qsp=WAKING_53
- This web site is immediately updated: www.kingcounty.gov/oem-training
- Flyers of key regional training are posted in the lobby of King County’s Emergency Operations Center (EOC).
- Verbal notification of upcoming courses is shared at the “*Regional Quarterly Emergency Managers’ Meeting*” and also during a weekly “*KCOEM Regional Coordination Call*”.

Instructor Credentials and Vetting

KCOEM utilizes qualified and vetted instructors for all training conducted by KCOEM or contracted by KCOEM. Instructor credentials, including curriculum vitae / biographies / resumes, are kept on a shared drive accessible by KC OEM staff located here: <O:\Training & Exercise\Training\Administrative\Instructor Credentials>

The certifications of instructors facilitating training on behalf of the various contracted providers through the National Domestic Preparedness Consortium are kept by the respective training providers.

Instructor Development

If an instructor is not currently on the “*Washington State Certified ICS Trainer*” list, they will undergo the following progressive development process:

1. An individual indicates their interest in becoming an Instructor to the Training and Exercise Program Manager. Note: The prospective Instructor must have already successfully completed the course before they can teach it.

(KCOEM is mostly looking for instructors for the ICS-300, ICS-400, G-191 and G-2300 courses, but if there are other responder-oriented courses the prospective Instructor has attended and they are passionate about the topic, we may be willing to add that to our course catalog.)

2. The prospective Instructor is invited to co-teach a Unit of the course during an upcoming class. If the prospective Instructor has not previously taught this material, the Training Program Manager will work with them, in advance of the class, to familiarize them with the material.
3. After the co-teaching session, the Training Program Manager will meet with the new instructor to review their performance and mentor them.
4. Once the prospective Instructor has demonstrated consistency in ability and comfort, the Training and Exercise Program Manager can help guide them through the process of completing FEMA’s E- or L-141 course (“*Instructional Presentation and Evaluation Skills*”) and E- or L-449 course (“*ICS Train-the-Trainer*”).

Registration and Tracking of Class Attendance

Registration for classes is performed using Eventbrite and SurveyMonkey. Documentation for each specific class session (including Scanned PDFs of paper sign-in sheets, agendas, etc.), are kept in their own, session-specific sub-folder in this network location: <O:\Training & Exercise\Training\Classes>

Certificates of Completion are issued by the following organizations:

- FEMA: For Courses that have a prefix of “IS”, “E”, “L” or “K” in their course number (e.g., IS-29 and L0105).
- WA-EMD: For Courses that have a prefix of “G” in their course number (e.g., G0300 (commonly known as “ICS 300”) and G0205).

- National Fire Academy: For Courses that have a prefix of “O” in their course number (e.g., O-305).

Exercise Development and Facilitation

KCOEM supports the design and facilitation of seminars, workshops, tabletop exercises, drills, functional exercises, and full-scale exercises to test plans, policies and procedures for KCOEM personnel, King County departments, regional stakeholders, and other strategic partners.

Since exercise design and facilitation requires a substantial dedication of time and subject matter expertise, exercise requests are vetted through the Training and Exercise Program Manager and staff time is allocated based on available resources and alignment with prioritized gaps in core capabilities.

Registration and Tracking of Exercise Participation

Registration for exercises is performed using Eventbrite. Documentation for each exercise (including Scanned PDFs of paper sign-in sheets, agendas, equipment used, etc.), are kept in this network folder: <O:\Training & Exercise\Exercises\by Year>

KCOEM may provide a Certificate of Participation, based on a participant’s role in an exercise’s design and facilitation and the scale of the event. Certificates may be produced by an agency designee, a member of the exercise planning team, or by the certifying body, such as WA-EMD.

Training and Exercise Evaluation

To support quality assurance and make ongoing improvements to the T&E Program, KCOEM solicits feedback from stakeholders and attendees at all training and exercise events.

Participants in training and exercise events are able to share their feedback through short surveys on SurveyMonkey. Participants are given access to the survey site before the end of each event, so that their observations are fresh. Email notifications are also sent at the conclusion of the event. For classes where WA-EMD will issue the Certificate of Completion, they also require the students to evaluate the instructor(s) (and several other aspects of the class) before they will issue the Certificate to the student.

Student feedback from training evaluations is immediately incorporated back into the course materials while the instructors can still recall the context in which the comments were made.

For exercises intended to test the capabilities of KCOEM personnel, a hotwash is also conducted at the end of the exercise to garner feedback from the event. After Action Reports (AAR) are completed for functional and full-scale exercises. Only Executive Summaries are completed for tabletop exercises. For events where KCOEM is only a facilitator, AARs and Executive Summaries are completed by the host or lead agency.

Participant feedback from exercise evaluations is used two ways. In the short-term, the Assessment and Exercises Program Coordinator reviews the comments to improve or correct any comments related to the facilitation of the exercise itself. Longer-term comments, that are related to gaps in any of the plans or procedures that were exercised, are incorporated into KCOEM’s Improvement Plan so that the appropriate plan or procedure can be revised.

Records Retention

All training and exercise records are retained in compliance with King County policies. The length of this retention can vary between 2-6 years, depending on the type of document.

Documents related to training and exercises are covered by these parts of King County's "General Records Retention Schedule, Version 3" (approved July 18, 2017)

- i. ACO-01-001 (pg. 7)
- ii. ACO-10-001 (pg. 7)
- iii. ACO-10-002 (pg. 8)
- iv. PER-06-002 (pg. 104)
- v. ACO-10-006 (pg. 112)

(The full document is available here: <https://kingcounty.gov/en/dept/executive-services/data-information-services/records-management/retention-schedules>).

Plan Maintenance

Adoption

This plan was reviewed by stakeholders and formally adopted August 2021.

Plan Review

KCOEM's Integrated Preparedness Plan is updated at least every three years. In addition, changes are made annually to the Training and Exercise calendars, based on reviews of core capabilities and regional and internal priorities.

The process to update the Plan includes:

1. Identify internal and external partners critical to the process;
2. Conduct a kick-off meeting or initiate communications with the stakeholders on the intent to update the Plan;
3. Establish a process and schedule for gathering stakeholder input;
4. Gather information from stakeholders. This is accomplished in two ways:
 - By holding an Integrated Preparedness Plan Workshop (IPPW). This builds on the information that was gathered with the online survey (below) by gaining additional nuance from the survey responses and also gives our partners the opportunity to share information that was not covered in the online survey;
 - Using an online survey to gather basic training and exercise needs information from across the whole community. Since our stakeholders fill this out ***in advance*** of the IPPW, this information is also used to inform the discussions during the IPPW. This online survey also helps to make sure we are hearing from as many stakeholders as possible, not just those that are able to attend the IPPW. A sample of this survey is in [Appendix G: Sample IPPW Pre-Survey](#);
5. Develop a draft Plan based on the input received;

6. Distribute the draft Plan for review and comment;
7. Finalize the draft Plan;
8. Distribute final Plan to stakeholders, as necessary and post on KCOEM's web site;
9. Implement the Plan.

KCOEM Points of Contact

KCOEM's Training Program Manager is:

Eric O'Brien

eobrien@kingcounty.gov

206-205-4072

KCOEM's Assessment and Exercises Program Coordinator is:

Deborah Hunt

DHunt@kingcounty.gov

206-205-4070

All other KCOEM Points of Contact can be found here:

<https://kingcounty.gov/depts/emergency-management/about-us.aspx>

APPENDICES

Appendix A: Tentative Calendar of Classes Offered by KCOEM (Sorted by Course Name)

Homeland Security Region 6 (King)

Activity	2024												2025				2026
	Jan2	Feb	Mar3	Apr4	May5	Jun6	Jul7	Aug8	Sep9	Oct10	Nov11	Dec12	Q1	Q2	Q3	Q4	2026
(KCOEM) Combo ICS- 100/200/700: Intro to ICS / Basic ICS / Intro to NIMS				X						X							X
(KCOEM) Duty Officer training (every two weeks, for specific KCEM staff)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
(KCOEM) EOC Readiness training (every two weeks, for all KCEM staff)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
(KCOEM) Introduction to WebEOC			X			X			X			X	X	X	X	X	X
(KCOEM) PIO seminars	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
(KCOEM) Quarterly EOC Readiness training (once per quarter, for all responders to King County's EOC)			X			X			X			X	X	X	X	X	X
(KCOEM) Summer Hazards Seminar					X									X			X
(KCOEM) Winter Weather Seminar									X							X	X
ATC-20: Procedures for Post-earthquake Safety Evaluation of Buildings														X	X		
AWR-136 Essentials of Community Cyber Security (4 hrs; TEEX)																	X
AWR-219: Site Protection through Observational Techniques (SPOT)														TBD	TBD		
AWR-315: Fundamentals of Criminal Intelligence														TBD	TBD		
AWR-319 Damage Assessment Tools (8 hrs; NDPTC)	TBD		TBD								TBD	TBD					
AWR-328 All Hazard Prep for Animals in Disaster (8 hrs; RDPC)														X			
AWR-345: Unmanned Aircraft Systems in Disaster Management. (8 hrs; NDPTC)																	TBD
AWR-376 Understanding Targeted Cyber Attacks (8 hrs; TEEX)						TBD	TBD	TBD									
G0108: Community Mass Care and Emergency Assistance							TBD	TBD	TBD								
G0191: Emergency Operations Center / Incident Command System Interface, General Offering			X						X				X		X		X
G0194.4: Preparing for Post-Disaster Responsibilities																	X
G0205: Recovery from Disaster: The Local Community Role (G-205)																	X
G0235 Emergency Planning (2 days)			TBD	TBD	TBD												
G0272: Warning Coordination															X		
G0288: Local Volunteer and Donations Management																	X
G0358: Evacuation and Re-Entry Planning Course, General Offering																	X
G0361: Flood Fight Operations																	X
G0556: Local Damage Assessment													TBD	TBD	TBD	TBD	
G0557 Rapid Needs Assessment																	X
G2300: Intermediate Emergency Operations Center												X				X	X
ICS 300: Intermediate Incident Command System, General Offering					X					X				X		X	X

Homeland Security Region 6 (King)

Activity	2024												2025				2026
	Jan2	Feb	Mar3	Apr4	May5	Jun6	Jul7	Aug8	Sep9	Oct10	Nov11	Dec12	Q1	Q2	Q3	Q4	2026
ICS 400: Advanced Incident Command System, General Offering				X					X				X		X		X
L0105: Public Information Basics				TBD	TBD	TBD								X			X
L0146: Homeland Security Exercise and Evaluation Program															X		
L0449: Incident Command System Curricula Train-the-Trainer								TBD	TBD	TBD	TBD	TBD					
MGT-324 Campus Emergencies Prevention, Response, and Recovery (16 hours; NCBRT)															X		
MGT-346: EOC Operations for All-Hazards Events													X				
MGT-381: Business Continuity Planning (8 hours; RDPC) (To prep for MGT-416 the following year)														TBD	TBD		
MGT-384 Community Preparedness for Cyber Incidents (12 hrs; TEEX)																	X
MGT-404: Sports and Special Events Incident Management															X		
MGT-415 Disaster Recovery in Rural Communities (8 hours; RDPC)	X																
MGT-416 Introduction to Continuity of Government Planning for Rural Jurisdictions (8 hours; RDPC)																X	
MGT-418: Readiness: Training Identification and Preparedness Planning																X	
MGT-440: Enhanced Sports and Special Events Incident Management														TBD	TBD		
MGT-447: Managing Food Emergencies: Strategies for a Community Response (16 hours; NCBRT)																	X
MGT-452: Physical and Cybersecurity for Critical Infrastructure (8 hours; TEEX)																X	
O305: Type 3 All-Hazards Incident Management Team					X					X				X		X	X
PER-212: Operational Level Response to HazMat/WMD Incidents												X					X
PER-336: Protective Measures Course												X					
PER-353: Active Shooter Incident Management with Complex Incidents (24 hour)														TBD	TBD		

Appendix B: Tentative Calendar of Classes Offered by KCOEM (Sorted by Core Capability)

Homeland Security Region 6 (King)

Activity	2024												2025				2026
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q2	Q3	Q4	
Planning																	
Training																	
G0205: Recovery from Disaster: The Local Community Role (G-205)																	X
MGT-418: Readiness: Training Identification and Preparedness Planning																X	
MGT-404: Sports and Special Events Incident Management															X		
G0194.4: Preparing for Post-Disaster Responsibilities																	X
PER-336: Protective Measures Course												X					
AWR-328 All Hazard Prep for Animals in Disaster (8 hrs; RDPC)														X			
MGT-415 Disaster Recovery in Rural Communities (8 hours; RDPC)	X																
MGT-416 Introduction to Continuity of Government Planning for Rural Jurisdictions (8 hours; RDPC)																X	
ICS 300: Intermediate Incident Command System, General Offering					X					X				X		X	X
O305: Type 3 All-Hazards Incident Management Team					X					X				X		X	X
Public Information and Warning																	
Training																	
L0105: Public Information Basics				TBD	TBD	TBD								X			X
G0272: Warning Coordination															X		
G0358: Evacuation and Re-Entry Planning Course, General Offering																	X
Exercising																	
(KCOEM) PIO seminars	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
Operational Coordination																	
Training																	
G0235 Emergency Planning (2 days)			TBD	TBD	TBD												
MGT-346: EOC Operations for All-Hazards Events														X			
L0449: Incident Command System Curricula Train-the-Trainer								TBD	TBD	TBD	TBD	TBD					
G2300: Intermediate Emergency Operations Center												X				X	X
G0191: Emergency Operations Center / Incident Command System Interface, General Offering			X						X				X		X		X

Homeland Security Region 6 (King)

Activity	2024												2025				2026
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q2	Q3	Q4	
ICS 400: Advanced Incident Command System, General Offering				X					X				X		X		X
G0557 Rapid Needs Assessment																	X
MGT-440: Enhanced Sports and Special Events Incident Management														TBD	TBD		
PER-353: Active Shooter Incident Management with Complex Incidents (24 hour)														TBD	TBD		
AWR-345: Unmanned Aircraft Systems in Disaster Management. (8 hrs; NDPTC)																	TBD
(KCOEM) Combo ICS- 100/200/700: Intro to ICS / Basic ICS / Intro to NIMS				X						X							X
(KCOEM) Introduction to WebEOC			X			X			X			X	X	X	X	X	X
(KCOEM) Intro to the County EOC												X	X	X	X		
Exercising																	
(KCOEM) Summer Hazards Seminar					X									X			X
(KCOEM) Winter Weather Seminar										X						X	X
Situational Assessment																	
Training																	
ATC-20: Procedures for Post-earthquake Safety Evaluation of Buildings														X	X		
AWR-319 Damage Assessment Tools (8 hrs; NDPTC)	TBD		TBD								TBD	TBD					
Economic Recovery																	
Training																	
MGT-381: Business Continuity Planning (8 hours; RDPC) (To prep for MGT-416 the following year)														TBD	TBD	TBD	
G0556: Local Damage Assessment													TBD	TBD	TBD	TBD	
Intelligence and Information Sharing																	
Training																	
AWR-315: Fundamentals of Criminal Intelligence														TBD	TBD		
Screening Search and Detection																	
Training																	
AWR-219: Site Protection through Observational Techniques (SPOT)														TBD	TBD		
Cybersecurity																	
Training																	
AWR-136 Essentials of Community Cyber Security (4 hrs; TEEX)																	X
MGT-384 Community Preparedness for Cyber Incidents (12 hrs; TEEX)																	X
AWR-376 Understanding Targeted Cyber Attacks (8 hrs; TEEX)						TBD	TBD	TBD									

Homeland Security Region 6 (King)

Activity	2024												2025				2026
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Q1	Q2	Q3	Q4	
MGT-452: Physical and Cybersecurity for Critical Infrastructure (8 hours; TEEX)																X	
Community Resilience																	
Training																	
MGT-447: Managing Food Emergencies: Strategies for a Community Response (16 hours; NCBRT)																	X
MGT-324 Campus Emergencies Prevention, Response, and Recovery (16 hours; NCBRT)															X		
Exercising																	
Threats and Hazards Identification																	
Training																	
L0146: Homeland Security Exercise and Evaluation Program															X		
Fatality Management Services																	
Training																	
Logistics and Supply Chain Management																	
Training																	
G0288: Local Volunteer and Donations Management																	X
Mass Care Services																	
Training																	
G0108: Community Mass Care and Emergency Assistance							TBD	TBD	TBD								
Environmental Response / Health and Safety (Response)																	
Training																	
PER-212: Operational Level Response to HazMat/WMD Incidents												X					X
General																	
Training																	
G0361: Flood Fight Operations																	X
Exercise																	
(KCOEM) Duty Officer training (every two weeks, for specific KCEM staff)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
(KCOEM) EOC Readiness training (every two weeks, for all KCEM staff)	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
(KCOEM) Quarterly EOC Readiness training (once per quarter, for all responders to King County's EOC)			X			X			X			X	X	X	X	X	X

Appendix C: Calendar of Exercises with Involvement by KCOEM (Sorted by Date)

2025 Exercises by KCOEM

(Sorted by Start Date)

Course	Start	End	Location
WebEOC Drill	Jan-25		Online
GETS Card Drill	Feb-25		Phone
WebEOC Drill	Mar-25		Online
GETS Card Drill	Apr-25		Phone
WebEOC Drill	May-25		Online
Summer Hazards Seminar	Q2, 2025		In-Person
GETS Card Drill	Jun-25		Phone
WebEOC Drill	Jul-25		Online
GETS Card Drill	Aug-25		Phone
WebEOC Drill	Sep-25		Online
Annual Continuity of Operations (COOP) exercise (for KCOEM)	Q3, 2025		KCOEM's Alternate EOC
GETS Card Drill	Oct-25		Phone
WebEOC Drill	Nov-25		Online

2025 Exercises by KCOEM

(Sorted by Start Date)

Course	Start	End	Location
GETS Card Drill	Dec-25		Phone
Winter Weather Seminar	Q4, 2025		In-Person
Annual Continuity of Government (COG) exercise (for the County Executive's Cabinet)	Q4, 2025		TBD
World Cup Exercise #1	Q4, 2025		TBD
Annual EOC Capabilities Exercise (may be cancelled if an actual EOC activation occurs during the year)	2025		KCOEM's EOC

2026 Exercises by KCOEM

(Sorted by Start Date)

Course	Start	End	Location
WebEOC Drill	Jan-26		Online
GETS Card Drill	Feb-26		Phone
WebEOC Drill	Mar-26		Online
World Cup Exercise #2	Q1, 2026		TBD
GETS Card Drill	Apr-26		Phone
WebEOC Drill	May-26		Online
Summer Hazards Seminar	Q2, 2026		In-Person
GETS Card Drill	Jun-26		Phone
WebEOC Drill	Jul-26		Online
GETS Card Drill	Aug-26		Phone
WebEOC Drill	Sep-26		Online
Annual Continuity of Operations (COOP) exercise (for KCOEM)	Q3, 2026		KCOEM's Alternate EOC
GETS Card Drill	Oct-26		Phone

2026 Exercises by KCOEM

(Sorted by Start Date)

Course	Start	End	Location
WebEOC Drill	Nov-26		Online
GETS Card Drill	Dec-26		Phone
Winter Weather Seminar	Q4, 2026		In-Person
Annual Continuity of Government (COG) exercise <i>(for the County Executive's Cabinet)</i>	Q4, 2026		TBD
Annual EOC Capabilities Exercise <i>(may be cancelled if an actual EOC activation occurs during the year)</i>	2026		KCOEM's EOC

2027 Exercises by KCOEM

(Sorted by Start Date)

Course	Start	End	Location
WebEOC Drill	Jan-27		Online
GETS Card Drill	Feb-27		Phone
WebEOC Drill	Mar-27		Online
GETS Card Drill	Apr-27		Phone
WebEOC Drill	May-27		Online
Summer Hazards Seminar	Q2, 2027		In-Person
GETS Card Drill	Jun-27		Phone
WebEOC Drill	Jul-27		Online
GETS Card Drill	Aug-27		Phone
WebEOC Drill	Sep-27		Online
Annual Continuity of Operations (COOP) exercise (for KCOEM)	Q3, 2027		KCOEM's Alternate EOC
GETS Card Drill	Oct-27		Phone
WebEOC Drill	Nov-27		Online

2027 Exercises by KCOEM

(Sorted by Start Date)

Course	Start	End	Location
GETS Card Drill	Dec-27		Phone
Winter Weather Seminar	Q4, 2027		In-Person
Annual Continuity of Government (COG) exercise (for the County Executive's Cabinet)	Q4, 2027		TBD
World Cup Exercise #1	Q4, 2027		TBD
Annual EOC Capabilities Exercise (may be cancelled if an actual EOC activation occurs during the year)	2027		KCOEM's EOC

Appendix D: Sample Class Evaluation



Thank you for attending our class! Your feedback will help us to improve future classes.

1. How likely is it that you would recommend these *instructors* to a friend or colleague?

Not at all likely

Extremely likely

0	1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	---	----

2. How likely is it that you would recommend this *course* to a friend or colleague?

Not at all likely

Extremely likely

0	1	2	3	4	5	6	7	8	9	10
---	---	---	---	---	---	---	---	---	---	----

3. What were three things you liked about the class? (optional)

4. What were two things you disliked about the class? (optional)

5. Do you have one (or more) suggestions for how to improve the class? (optional)

6. Was there any information that would have been helpful to know before the class? (optional)

Appendix E: Sample Exercise Evaluation



Thank you for attending our exercise!

Thank you for taking the time to attend our Exercise. To make sure future participants are getting the most out of these sessions, we would appreciate your feedback with these quick questions! (This should take less than 4 minutes to complete.)

1. General Information

Name *(optional)*

Group / Department /
Organization

Position Title *(optional)*

Years of Experience in
Present Position

*** 2. Number of Exercises Previously Participated in**

0 1-5 5-10 11+

*** 3. Exercise Role**

Player Facilitator Observer Evaluator

4. On a scale of 1 to 5, please enter your overall assessment of the exercise relative to the statements provided, with 1 indicating strong disagreement and 5 indicating strong agreement.

	(Strongly Disagree)	1	2	3	4	(Strongly Agree)	5	N/A
Pre-exercise briefings were informative and provided the necessary information for my role in the exercise.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The exercise scenario was plausible and realistic.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exercise participants included the right people in terms of level and mix of disciplines.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
All participants were actively involved in the exercise.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Exercise participation was appropriate for someone in my field with my level of experience/training.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The exercise increased my understanding about and familiarity with the capabilities and resources of other participating organizations.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
The exercise provided the opportunity to address significant decisions in support of response and recovery.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
After this exercise, I am better prepared to deal with the capabilities and hazards addressed.	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Additional context or comments?

5. Please indicate three strengths you observed throughout the exercise.

6. Please indicate three areas for improvement you observed throughout the exercise.

7. Which exercise materials were most useful? Please identify any additional materials or resources not utilized during this exercise that would be useful.

8. Please provide any recommendations on how this exercise, or future exercises, could be improved or enhanced.

Appendix F: Required and Recommended Courses for KCOEM Staff

King County Office of Emergency Management - Required and Recommended FEMA Courses

	All Staff Members	FEMA PDS	Duty Officers	Planners	EOC Manager	EOC Operations	EOC Resource Management	EOC Planning	Other Non-OEM Personnel Working in the EOC
FEMA Independent Study Courses									
IS-5.A: An Introduction to Hazardous Materials			REQ			REQ			
IS-15.B: Special Events Contingency Planning for Public Safety Agencies				REQ				REC	
IS-26: Guide to Points of Distribution				REC			REQ		
IS-27: Orientation to FEMA Logistics							REQ		
IS-75: Military Resources in Emergency Management				REC		REQ			
IS-100.C: Introduction to the Incident Command System, ICS 100	REQ								REQ
IS-200.C: Basic Incident Command System for Initial Response	REQ								REC
IS-201: Forms Used for the Development of the Incident Action Plan			REQ		REC	REC	REC	REQ	REC
IS-120.C: An Introduction to Exercises	REQ	X							
IS-230.D: Fundamentals of Emergency Management	REQ	X							
IS-235.C: Emergency Planning	REQ	X							
IS-240.B: Leadership and Influence	REQ	X							
IS-241.B: Decision Making and Problem Solving	REQ	X							
IS-242.B: Effective Communication	REQ	X							
IS-244.B: Developing and Managing Volunteers	REQ	X							
IS-247.B: Integrated Public Alert and Warning System (IPAWS) for Alert			REQ						
IS-271.A: Anticipating Hazardous Weather & Community Risk, 2nd Edition			REQ						
IS-403: Introduction to Individual Assistance	REC								
IS-772: Individual Assistance PDA Orientation	REC								
IS-453: Introduction to Homeland Security Planning				REQ					
IS-700.B: An Introduction to the National Incident Management System	REQ								REQ
IS-703.B: National Incident Management System Resource Management				REC			REQ		
IS-706: Intrastate Mutual Aid	REC					REC	REQ		
IS-800.D: National Response Framework, An Introduction	REQ								REC
IS-1300: Introduction to Continuity of Operations	REC			REQ					
IS-2000: National Preparedness Goal and System Overview	REC			REQ					
IS-2002: Introduction to FEMA Operational Planning				REC				REQ	
IS-2200: Basic Emergency Operations Center Functions	REQ								REC
IS-2900: National Recovery Framework Overview	REC								
IS-2901: Introduction to Community Lifelines	REQ								
FEMA Instructor-led Courses									
<i>E0143: Advanced Situational Awareness and Common Operating Picture</i>			REC					REC	
E/G0191: Emergency Operations Center/Incident Command System Interface	REQ								REC
G0235: Emergency Planning				REC					
G0272: Warning Coordination			REC						
E/G0300: ICS 300: Intermediate Incident Command System for Expanding	REC		REQ						
E/G0400: ICS 400: Advanced ICS for Command and Gen Staff-Complex Incidents	REC								
<i>E0948: Situational Awareness and Common Operating Picture</i>								REC	
<i>E2002: FEMA Operational Planning Manual</i>								REC	
E/G2300: Intermediate Emergency Operations Center Functions	REC								
<i>L8540: Basic Interagency Logistics Seminar/Logistic Center Tour</i>							REC		
FEMA Position-specific Courses									
O305: All-Hazards Incident Management Team Introduction	REC								
<i>E/L0950: NIMS ICS All-Hazards Incident Commander Course</i>					REC				
<i>E/L0958: NIMS ICS All-Hazards Operations Section Chief Course</i>						REC			
<i>E/L0960: NIMS ICS All-Hazards Division/Group Supervisor Course</i>	REC								
<i>E/L0962: NIMS ICS All-Hazards Planning Section Chief Course</i>								REC	
<i>E/L0964: NIMS ICS All-Hazards Situation Unit Leader Course</i>								REC	
<i>E/L0965: NIMS ICS All-Hazards Resources and Demobilization Unit Leaders Course</i>								REC	
<i>E/L0967: NIMS ICS All-Hazards Logistics Section Chief Course</i>							REC		
<i>E/L0970: NIMS ICS All-Hazards Supply Unit Leader Course</i>							REC		
FEMA National Emergency Management Academies									
FEMA National Emergency Management Basic Academy	REC - for people new to the profession of emergency management								
FEMA National Emergency Management Advanced Academy	REC - for people with a few years of experience in the profession of emergency								
Other FEMA Courses									
IS-368: Including PWD and ARN in Disaster Operations									
IS-2500: National Prevention Framework Introduction									
IS-2600: National Protection Framework Introduction									
IS-2700: National Mitigation Framework Introduction									

Courses in *italics* are usually only available at EMI (in Emmittsburg, MD). FEMA *WILL* pay the travel costs to EMI if you are accepted into the class. Please get approval from your manager before beginning the application process for any classes that involve travel.

Appendix G: Sample IPPW Pre-Survey



2024 Training & Exercise Needs Assessment Survey

Respondent Demographics (Section 1 of 4)

Welcome to the Training & Exercise Needs Assessment Survey for King County. Thank you in advance for taking the time to fill this out. KCOEM will use the information gathered in this survey to validate and update our 3-year Integrated Preparedness Plan. Please answer the questions as they pertain to the years 2025 through 2027.

NOTE: It may be useful to review your recent After-Action Reports (AARs) and Improvement Plans to identify areas that may need additional training or should be exercised.

The information you provide during this survey helps the County prioritize training and exercise needs for the next three years. For this round we have included a baseline assessment of the Core Capabilities. We will use your feedback on the core capabilities to prioritize future training and exercises in an effort to close gaps and better meet capability targets.

*** 1. Your contact information (helpful for any follow-up questions)**

Name	<input type="text"/>
Jurisdiction / Organization	<input type="text"/>
Role / Position	<input type="text"/>
Email Address (optional)	<input type="text"/>
Phone (optional)	<input type="text"/>

*** 2. How many people are you responsible for their training or exercise plans/needs:**

- 1
- 2-9
- 10-49
- 50-99
- 100+

3. Which of the following best describes your discipline (as relates to our future trainings):

Go to <https://www.surveymonkey.com/r/2024IPPW> to submit the survey.
PDF versions will ***not*** be accepted.

4. Is your Jurisdiction / Tribe / non-profit Organization / Company **aware of any very-large events / concerts in the Puget Sound Region (besides the **World Cup** in 2026) that will attract more than 100,000 people **per day** at any time from 2025 through 2027 (or beyond)?**

Yes

No

If 'Yes', what is the name of the event and who is the host?

Capability Assessment

Capability assessments are a foundational tool that emergency management uses to identify the jurisdiction or region's ability to prepare for, respond to, and recover from disasters. Through this process we identify the gaps between where we are and where we want to be as far as capabilities. When gaps exist, we use this data to prioritize future planning efforts as well as training needs. For more information on capability assessments see [National Risk and Capability Assessment - FEMA](#).

King County's Office of Emergency Management reviewed three sources of information to help gather data on the region's current capability gaps.

These sources include:

- 2020 and 2022 Seattle Urban Area Security Initiative (UASI) Stakeholder Preparedness Review (SPR)
- 2019 / 2020, 2021, 2022, 2023 Training and Exercise Needs Assessment Surveys
- 2018 King County Capabilities Assessment

This review shows that the following core capabilities have the highest documented gaps in training.

*(If its been a little while since you reviewed how FEMA's Core Capabilities are **actually** defined, you can see them here: [Mission Areas and Core Capabilities](#).)*

Go to <https://www.surveymonkey.com/r/2024IPPW> to submit the survey.
PDF versions will ***not*** be accepted.

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5. The following Core Capabilities were identified as *countywide* gaps. In your opinion, are these still gaps for King County (as an entire community)?

	Strongly Agree	Agree	Neither Agree or Disagree	Disagree	Strongly Disagree	N/A or Don't Know
Planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Operational Coordination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Economic Recovery	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Environmental Response / Health and Safety	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Health and Social Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mass Care Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mass Search and Rescue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural and Cultural Resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Physical Protective Measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

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6. Please rank the following Core Capabilities by priority for *your Jurisdiction / Tribe / non-profit Organization / Company*.

	High Priority	Priority	Low Priority	N/A or Don't Know
Planning	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Public Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Operational Coordination	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Economic Recovery	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Environmental Response / Health and Safety	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Health and Social Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mass Care Services	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Mass Search and Rescue	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Natural and Cultural Resources	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Physical Protective Measures	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

7. Are there any other Core Capabilities that you think have gaps? (And please explain why.)



2024 Training & Exercise Needs Assessment Survey

Training Needs (Section 2 of 4)

Please identify the training offerings your agency, organization, or jurisdiction would like to see prioritized in King County during the *next* three years (2025-2027). Below are the recommended training courses broken out by the Core Capability with identified gaps. **Training previously requested or noted in surveys or review documents are noted in bold.**

FEMA developed the Core Capability Sheets to help agencies and organizations build or sustain capabilities and close identified gaps. For each Mission Area (Prevention, Protection, Mitigation, Response, and Recovery) FEMA has identified recommended training. See FEMA's [Core Capability Development Sheets](#) for reference. **For more details on any of the training courses listed below see: [National Preparedness Course Catalog](#)**

A response on every line is *not* required. Fill out those applicable to your agency / organization.

1. Planning (all mission areas)

	Does not apply to my profession / Would not attend	Would not fill the gap(s) I see	Would fill the gap, but Low Priority	Would fill the gap, and Medium Priority	Would fill the gap, and High Priority
AWR-213: Critical Infrastructure Security and Resilience Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0194.4: Preparing for Post-Disaster Responsibilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0393: Mitigation for Emergency Managers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0202: Debris Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0205: Recovery from Disaster: The Local Community Role	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0235: Emergency Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0318: Mitigation Planning for Local Governments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0393: Mitigation for Emergency Managers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-416: Introduction to Continuity of Government Planning for Rural Jurisdictions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-418: Readiness: Training Identification and Preparedness Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-336: Protective Measures Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

2. Public Information and Warning (all mission areas)

Does not apply to my profession / Would not attend
 Would not fill the gap(s) I see
 Would fill the gap, but Low Priority
 Would fill the gap, and Medium Priority
 Would fill the gap, and High Priority

AWR-209: Working with the Media: A Course for Rural First Responders

G0272: Warning Coordination

L0105: Public Information Basics

MGT-318: Public Information in an All-Hazards Incident

Other (please specify)

3. Operational Coordination (all mission areas)

Does not apply to my profession / Would not attend
 Would not fill the gap(s) I see
 Would fill the gap, but Low Priority
 Would fill the gap, and Medium Priority
 Would fill the gap, and High Priority

L0449: Incident Command System (ICS) Curricula Train-the-Trainer

AWR-122: Law Enforcement Prevention and Deterrence of Terrorist Acts

AWR-356: Community Planning for Disaster Recovery

MGT-346: EOC Operations for All-Hazards Events

MGT-360: Incident Command: Capabilities, Planning, and Response Actions for All Hazards

MGT-414: Advanced Critical Infrastructure Protection

MGT-415: Disaster Recovery in Rural Communities

Other (please specify)

4. Economic Recovery (Recovery)

	Does not apply to my profession / Would not attend	Would not fill the gap(s) I see	Would fill the gap, but Low Priority	Would fill the gap, and Medium Priority	Would fill the gap, and High Priority
AWR-357-W: Principles of Community Economic Recovery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0556: Local Damage Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-462: Community Planning for Economic Recovery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-376-W: Preparedness Actions to Promote Economic Resilience and Recovery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>				

5. Environmental Response / Health and Safety (Response)

	Does not apply to my profession / Would not attend	Would not fill the gap(s) I see	Would fill the gap, but Low Priority	Would fill the gap, and Medium Priority	Would fill the gap, and High Priority
AWR-358: Hazardous Materials Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-922-W: Environmental Health Training in Emergency Response: Awareness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L0954: NIMS ICS All-Hazards Safety Officer Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-212: Operational Level Response to HazMat/WMD Incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>				

6. Health and Social Services (Recovery)

	Does not apply to my profession / Would not attend	Would not fill the gap(s) I see	Would fill the gap, but Low Priority	Would fill the gap, and Medium Priority	Would fill the gap, and High Priority
AWR-228: Community Resilience: Building Resilience from the Inside Out	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
MGT-341: Disaster Preparedness for Hospitals and Healthcare Organizations Within the Community Infrastructure	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Other (please specify)	<input type="text"/>				

7. Mass Care Services (Response)

Does not apply to my profession / Would not attend
 Would not fill the gap, but gap(s) I see
 Would fill the gap, and Low Priority
 Would fill the gap, and Medium Priority
 Would fill the gap, and High Priority

AWR-232: Mass Fatalities Planning and Response for Rural Communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0108: Community Mass Care and Emergency Assistance	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-901: Healthcare Leadership for Mass Casualty Incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

8. Mass Search and Rescue (Response)

Does not apply to my profession / Would not attend
 Would not fill the gap, but gap(s) I see
 Would fill the gap, and Low Priority
 Would fill the gap, and Medium Priority
 Would fill the gap, and High Priority

AWR-345: Unmanned Aircraft Systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-213: Wide Area Search	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-334: When Disaster Strikes: Prepare, Act, Survive	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

9. Natural and Cultural Resources (Recovery)

Does not apply to my profession / Would not attend
 Would not fill the gap, but gap(s) I see
 Would fill the gap, and Low Priority
 Would fill the gap, and Medium Priority
 Would fill the gap, and High Priority

E0190 ArcGIS for Emergency Managers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Other (please specify)

10. Physical Protective Measures (Protection)

	Does not apply to my profession / Would not attend	Would not fill the gap(s) I see	Would fill the gap, but Low Priority	Would fill the gap, and Medium Priority	Would fill the gap, and High Priority
AWR-340: Protective Measures Awareness VILT (Office for Bombing Prevention)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-335-W: Event Security Planning for Public Safety Professionals, Web-Based	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-452: Physical and Cybersecurity for Critical Infrastructure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-320: Personal Protective Measures for Biological Events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-336: Protective Measures Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other (please specify)

The following Core Capabilities had fewer documented gaps in training for King County than those listed above.

- Forensics and Attribution
- Intelligence and Information Sharing
- Interdiction and Disruption
- Screening, Search, and Detection
- Access Control and Identity Verification
- Cybersecurity
- Risk and Disaster Resilience Assessment
- Threats and Hazard Identification
- Public Health, Healthcare, and Emergency Medical Services
- Housing

The recommended training for each of these Core Capabilities is listed in the next question.

11. Please review the following training recommendations and make note of any that may be of interest to your agency, organization, or jurisdiction.

	Does not apply to my profession / Would not attend	Would not fill the gap(s) I see	Would fill the gap, but Low Priority	Would fill the gap, and Medium Priority	Would fill the gap, and High Priority
AWR-111-W: Basic Emergency Medical Services (EMS) Concepts for Chemical, Biological, Radiological, Nuclear, and Explosive (CBRNE) Events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-122: Law Enforcement Prevention and Deterrence of Terrorist Acts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-136: Essentials of Community Cyber Security	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-160-W: WMD/Terrorism Awareness for Emergency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Responders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-167: Sport Event Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-173-W: Information Security Basics	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-219: Site Protection through Observational Techniques (SPOT)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-232: Mass Fatalities Planning and Response for Rural Communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-235: Initial Law Enforcement Response to Suicide Bombing Attacks, Mobile	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-313: Homemade Explosives: Awareness, Recognition, and Response, Mobile	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-314-W: Medical Countermeasures Awareness for Public Health Emergencies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-315: Fundamentals of Criminal Intelligence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-335: Response to Suspicious Behaviors and Items for Bombing Prevention VILT (Office for Bombing Prevention)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-364: Strategic, Tactical, and Resilient Interdiction of Violent Extremism (STRIVE)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
AWR-900: Framework for Healthcare Emergency Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
E0313: Basic Hazus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0282.2: Manufactured Homes and the National Flood Insurance Program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0386: Mass Fatalities Incident Response Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-310: Threat and Hazard Identification and Risk Assessment and Stakeholder Preparedness Review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-315: Critical Asset Risk Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT335-W: Event Security Planning for Public Safety Professionals, Web-Based	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-384: Community Preparedness for Cyber Incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-385: Community Cyber Security Exercise Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-406: Community Threat Group Identification, Assessment, and Information Reporting for Rural Law Enforcement Officers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-409: Community Healthcare Planning and Response to Disasters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-418: Readiness: Training Identification and Preparedness Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-449: Community Based Planning for All-Hazards Threats in Tribal Communities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-450: Bomb-M	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-462: Community Planning for Economic Recovery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-464: Addressing Gaps in Housing Disaster Recovery: A	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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Training Program for the Whole Community	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MGT-901: Healthcare Leadership for Mass Casualty Incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-200: Field Force Operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-220: Emergency Response to Domestic Biological Incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-222: Public Safety CBRNE Response Sampling Techniques and Guidelines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-227: Advanced Tactical Operations: WMD Interdiction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-228: Advanced Forensic Investigations for Hazardous Environments	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-243: Primary Screener/Personal Radiation Detector	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-256: Comprehensive Cyberterrorism Defense (CCD)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-265: Law Enforcement Response Actions for CBRNE Incidents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-275: Law Enforcement Active Shooter Emergency Response (LASER)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-318: Preventive Radiological Nuclear Detection Team Operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-340-2: Active Threat Integrated Response Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-376-W: Preparedness Actions to Promote Economic Resilience and Recovery	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PER-378: Coastal Hazard and Vulnerability Assessment Tools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S-130: Firefighter Training	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
S-190: Introduction to Wildland Fire Behavior	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (please specify)	<input type="text"/>				



Additional Training (Section 3 of 4)

In addition to the courses already identified, KCOEM has the ability to offer additional courses to include ICS, WebEOC, and EOC Overview. For the following questions please respond if the courses are applicable to your discipline and/or training needs.

FEMA's National Incident Management System Training Program identifies training recommendations based on roles, responsibilities, and specific functions to include tactical activities on-scene (ICS), operational coordination and communication (EOC), public information, and policy decisions. Please note that the training recommendations are different for field responders and EOC staff.

For more information on which courses apply to your agency, organization, or jurisdiction, please see: [FEMA NIMS Training Program](#)

1. Which courses would you like to see KCOEM offer?

	Not Needed	Low Priority	Medium Priority	High Priority
ICS Combo Course (<i>ICS 100, 200 and 700 taught in-person, on the same day</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ICS-300 (First Responder)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ICS-400 (First Responder)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0191 (EOC / ICS Interface)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G02300 (Intermediate Emergency Operations Center Functions) (<i>Formerly G-775</i>)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ATC-20 Postearthquake Safety Evaluation of Buildings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ATC-45 Safety Evaluation of Buildings after Windstorms and Floods	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0358 Evacuation and Re-entry Planning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
G0557 Rapid Needs Assessment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
EOC-101	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Introduction to WebEOC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Intro to the County EOC	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. Are there any "All-Hazards Position-Specific Training" you would like to see KCOEM offer?
 (Note that these are "*advanced level training needed by personnel responsible for managing incidents of greater complexity than those typically encountered during routine operations.*")

	Not Needed	Low Priority	Medium Priority	High Priority
L0950 - NIMS ICS All-Hazards Incident Commander Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L0958 - NIMS ICS All-Hazards Operations Section Chief Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L0962 - NIMS ICS All-Hazards Planning Section Chief Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L0967 - NIMS ICS All-Hazards Logistics Section Chief Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
L0973 - NIMS ICS All-Hazards Finance/Administration Section Chief Course	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other All-Hazards Position-Specific Training courses (prioritize on this line and specify the course(s) below)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other ICS All-Hazards Position-Specific Courses (please specify)

3. Rank the priority of bringing each class to King County ("1" is highest priority)

- ☰

L0950: NIMS ICS All-Hazards Incident Commander Course
- ☰

L0952: NIMS ICS All-Hazards Public Information Officer Course
- ☰

L0956: NIMS ICS All-Hazards Liaison Officer Course
- ☰

L0954: NIMS ICS All-Hazards Safety Officer Course
- ☰

L0958: NIMS ICS All-Hazards Operations Section Chief Course
- ☰

L0962: NIMS ICS All-Hazards Planning Section Chief Course
- ☰

L0967: NIMS ICS All-Hazards Logistics Section Chief Course
- ☰

L0971: NIMS ICS All-Hazards Facilities Unit Leader Course
- ☰

L0973: NIMS ICS All-Hazards Finance/Administration Section Chief Course
- ☰

L0984: NIMS ICS All-Hazards Task Force/Strike Team Leader
- ☰

L0986: NIMS ICS All-Hazards Air Support Group Supervisor

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PDF versions will *not* be accepted.

4. What other trainings would you be interested in KCOEM offering? *(Either a specific course name (like ATC-20) or what you are trying to learn (like "How to perform structural evaluations of buildings after an earthquake."))*

5. What are the top three training needs for your agency or organization in 2025?

6. What are the top three training needs for your agency or organization for the following years?

Go to <https://www.surveymonkey.com/r/2024IPPW> to submit the survey.
PDF versions will *not* be accepted.



Exercises (Section 4 of 4)

Exercises are an important part of the preparedness cycle. They help jurisdictions test and validate plans, policies, procedures, and capabilities by identifying resources requirements, capability gaps, strengths, and areas for improvement. For more information on the importance of exercises or the different types of exercises see <https://www.fema.gov/emergency-managers/national-preparedness/exercises> or <https://www.fema.gov/sites/default/files/2020-04/Homeland-Security-Exercise-and-Evaluation-Program-Doctrine-2020-Revision-2-2-25.pdf>

Please answer the following questions related to your jurisdictions planned exercises or need for exercises during the **2025** through 2027 timeframe. This information is important to note so that the region can prioritize, coordinate, or develop exercises which strengthen preparedness and close gaps.

1. What elements (plans, policies, resources, equipment, personnel, etc.) do you plan to or want to test through exercises in 2025 - 2027?

2. What types of *Discussion-based* exercises do you plan (or want) to do in the next three years (Seminars, Workshops, TTX, Games) and when?

	2025	2026	2027
Seminars	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Workshops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tabletop Exercises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Games	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Any details or descriptions you can share?

3. What types of *Operations-based* exercises do you plan (or want) to do in the next three years (Drills, Functional, Full-scale) and when?

	2025	2026	2027
Drills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Functional Exercises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Full-Scale Exercises	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Any details or descriptions you can share?

Go to <https://www.surveymonkey.com/r/2024IPPW> to submit the survey.
PDF versions will *not* be accepted.

4. Do you foresee needing assistance from the County with your exercises? (This could take the form of assistance with design of the exercise, staffing assistance during the exercise or both.)

Yes

No

If yes, what support is needed?

5. Would your organization like any assistance from the County with identifying opportunities (for example, existing plans, guidelines or challenges) that could be developed into an exercise?

Yes

No

If yes, please provide a way to contact you.

6. Do you have any additional comments or suggestions? Is there a particular course you want to advocate for bringing to the area? Are there any ways we could improve this survey?

ALSO: If you have one, we would love to see a copy of your current *Training and Exercise Plan / schedule (TEP)* or *Integrated Preparedness Plan (IPP)*. (Or if you have additional information you want to provide that wasn't covered by this survey...) Please send to: oemt@kingcounty.gov

Thank you for helping us with this survey!

Go to <https://www.surveymonkey.com/r/2024IPPW> to submit the survey.
PDF versions will *not* be accepted.

Appendix H: Past Classes Delivered by KCOEM

Classes Offered to Responders by King County OEM since January 1, 2018

2018

2019

2020

2021

2022

Mar

2022 Mass Care Forum
 Introduction to EOCs - Regional Training Event (Q1/2022)
 King County JIC/PIO Skills Training - "Developing Communication Plans"
 WebEOC - Regional Training Event (Q1/2022)

Apr

Planning for Disaster Debris Management (MGT-460)
 Understanding Complex Coordinated Terrorist Attacks

May

2022 King County Regional Summer Hazards Seminar
 G-191: EOC / Incident Command System Interface (2022 May)
 ICS-300: Intermediate ICS for Expanding Incidents (May 10-12, 2022)
 Introduction to EOCs - Regional Training Event (Q2/2022)
 King County JIC/PIO Skills Training - "On-scene Media Relations"
 Understanding Complex Coordinated Terrorist Attacks
 WebEOC - Regional Training Event (Q2/2022)

Jun

Fire Season: What to know about State Mobilization, FMAG and King County

Jul

King County JIC/PIO Training "Intro to Podcasts: Can you hear me now?"

Aug

L0388 Advanced Public Information Officer (Aug. 22-26, 2022)

Sep

Crisis Communications Training
 G0205: Recovery from Disaster: The Local Community Role
 ICS-400: Advanced ICS for Complex Incidents (Sept. 2022)
 Introduction to EOCs - Regional Training Event (Q3/2022)
 WebEOC - Regional Training Event (Q3/2022)

Oct

G-191: EOC / Incident Command System Interface (2022 Oct)
 ICS-300: Intermediate ICS for Expanding Incidents (Oct. 31-Nov. 04, 2022)
 O-305: Type 3 All-Hazards Incident Management Team (Oct. 24-28, 2022)

Nov

2022 King County Regional Winter Weather Seminar
 King County Emergency Management JIC/JIS Refresher Training

Dec

ICS-400: Advanced ICS - Complex Incidents (Dec 05-08, 2022)
 Introduction to EOCs - Regional Training Event (Q4/2022)
 WebEOC - Regional Training Event (Q4/2022)
 WEPIN Webinar - "Beginner's Guide to Live Streaming"

2023

Jan

Coordination for Mass Casualty Incidents Involving Foreign Nationals
 L0101: Foundations of Emergency Management

Classes Offered to Responders by King County OEM since January 1, 2018

Regional Elections Security Symposium

Mar

Emergency Support Function Partner Event - Q1 2023
L0110: *Train the Trainer* for FEMA's Basic Academy

Apr

EMAP's 'Emergency Management Standard' Training (April 10-12, 2023)

May

2023 Summer Hazards Seminar
L0962: All-Hazards Planning Section Chief (May 8-11, 2023)
O-305 All Hazards Incident Management Team (May 22-26, 2023)

Jun

Emergency Support Function Partner Event - Q2 2023
ICS-300: Intermediate ICS for Expanding Incidents (June 20-22, 2023)
ICS-400: Advanced ICS for Complex Incidents (June 2023)
KC EOC Familiarization Training for ESF 4 (AM-June 2023)
KC EOC Familiarization Training for ESF 4 (PM-June 2023)

Aug

Public Assistance & Preliminary Damage Assessment Training (2023 Aug)
WebEOC - Regional Training Event (Q3/2023)

Sep

G-191: EOC / Incident Command System Interface (2023 Sept)

Oct

AWR-219: Site Protection through Observational Techniques-SPOT (10/23/23)
AWR-315: Fundamentals of Criminal Intelligence (10/18/23)
AWR-409: Recognizing and Identifying Domestic Violent Extremism (10/24/23)
ICS-400: Advanced ICS for Complex Incidents (Oct. 2023)
L0956: Liaison Officer (AHIMTA)
MGT-324: Campus Emergencies Prevention, Response, and Recovery (10/25-26)

Nov

2023 Winter Weather Seminar
ATC-20 / ATC-45: Safety Evaluation of Buildings after Earthquakes (ATC-20) and Windstorms and Floods (ATC-45)-Nov. 13
ATC-20 / ATC-45: Safety Evaluation of Buildings after Earthquakes (ATC-20) and Windstorms and Floods (ATC-45)-Nov. 17
ATC-20: Procedures for Postearthquake Safety Evaluation of Buildings
G-191: EOC / Incident Command System Interface (2023 Nov)
O-305: Type 3 All-Hazards Incident Management Team
WebEOC - Regional Training Event (Q4/2023)

Dec

ICS-300: Intermediate ICS for Expanding Incidents (Dec. 04-08, 2023)
L0103 Planning: Emergency Operations

2024

Mar

Fusion Center Liaison Officer (FLO) - Basic
G2300: Intermediate Emergency Operations Center Functions
WebEOC - Regional Training Event (Q1/2024)

May

2024 Summer Hazards Seminar

Classes Offered to Responders by King County OEM since January 1, 2018

MGT-489: Managing Public, Private and NGO Partnerships to Prepare For and Solve Critical Logistics and Supply Chain Challenges During Large Scale Disasters

Jun

G0108: Community Mass Care and Emergency Assistance (June 2024)
G0205: Recovery from Disaster: Local Community Roles (June 2024)
G0288: Local Volunteer and Donations Management (June 2024)
G0358: Evacuation and Re-Entry Planning Course (June 2024)
G0557: Rapid Needs Assessment (June 2024)
ICS-300: Intermediate ICS for Expanding Incidents (June 04-06, 2024)
WebEOC - Regional Training Event (Q2/2024)

Jul

ICS-400: Advanced ICS for Complex Incidents (July 2024)
L0273: Managing Floodplain Development through the National Flood Insurance Program
MGT-324: Campus Emergencies Prevention, Response, and Recovery

Aug

MGT-384: Preparing for Cyber Attacks and Incidents
MGT-481: Disaster Recovery: A Strategic Overview of the Public Assistance Process (Aug. 2024)
MGT-482: Disaster Recovery Public Assistance Programs, an Introduction

Sep

ATC-20 / ATC-45:
MGT-469: Radiological Dispersal Device (RDD) Response Guidance
WebEOC - Regional Training Event (Q3/2024)

Oct

MGT-412: Sport and Special Event Evacuation and Protective Actions

Nov

2024 Winter Weather Seminar
ICS-300: Intermediate ICS for Expanding Incidents (Nov. 05-07, 2024)
MGT-475: Crowd Management for Sport and Special Events

Dec

G2300: Intermediate Emergency Operations Center Functions
MGT-343: Disaster Management for Water and Wastewater Utilities
MGT-466: Sport and Special Event Enhanced Risk Management and Assessment
WebEOC - Regional Training Event (Q4/2024)