



# Preparedness Symposium

Focusing on the critical functions of Public Information Officer, Emergency Managers, and Emergency Operation Center (s)

## Salish Kootenai College

58138 Hwy 93

Pablo, MT 59855



**August 14th, 15th, & 16th 2018**

3-Day Emergency Management Track  
(no cost to attend conference/courses)

**Day-1 (Tuesday; after attendee combined opening remarks)**

### Public Information Officer (PIO) Workshop (G-290 and G-291)

**Workshop Description:** Emergency Public Information Officers (PIOs) are responsible for ensuring that the affected public receives accurate and timely information during an emergency. Armed with good information, people are better able to make good decisions and, by doing so; contribute to the overall response goal of saving lives and protecting property. Basic Public Information Officer Course (G290) is designed to prepare participants to function as full- or part-time PIOs. G-291 Course/JIS/JIC Planning for Tribal, State and Local PIOs Course (G0291) is designed PIOs with experience in the field who will be working in a JIS/JIC



**Basic Public Information Officer Course (G0290)**



**JIS/JIC Planning for Tribal, State and Local PIOs (G291)**

Plan of Instruction

October 2015



**Instructor Cadre Team Lead:** Rick Forkel, Nick Holloway, Dustin Tetrault, Greg Gould, Dale Nelson



PIO Workshop

### G290 Basic PIO

Unit 1: Introduction to Public Information

Unit 2: Public Information Roles and Responsibilities

Unit 3: Strategic Communications Planning

Unit 4: Media Relations at the Scene

Unit 5: Writing Skills

Unit 6: Interview Skills

### G291 Joint-Information Center Ops

Unit 1: Objective-Driven Communications in a Single-PIO Incident

Unit 2: Objective-Driven Communications in an Expanding Incident

Unit 3: Organizing and Leading a Local JIC

Unit 4: Integrating with State and Federal Partners

Unit 5: Wrap-Up Exercises

Unit 6: Case Studies

**Alerting Populations at Risk**



To maximize this training opportunity this is a one-day workshop that will provide a working lunch and might have some pre-course assignments to meet the learning objectives.



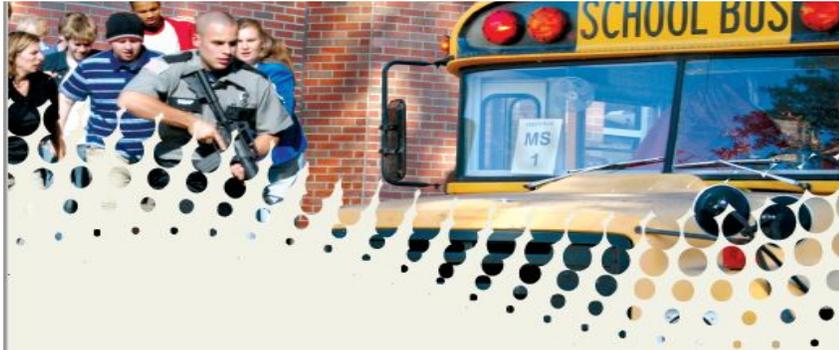
Day-2 (Wednesday)



**School System Crisis Emergency Preparedness/Management**  
*"Striving for Success in school violent intruder emergencies"*

**Course Description:** The purpose of the *Crisis Management for School-Based Incidents – Partnering Rural Law Enforcement and the Local School Systems* course is to educate rural law enforcement personnel as well as school administrators and personnel on the elements that must be in place to effectively respond to a school-based emergency. With the influx of shootings in and around schools, the training offered in this course is extremely critical. Schools, law enforcement personnel and other emergency responders in rural communities are often limited in resources, so it is very important for all parties to plan, prepare, and communicate.

**Instructor Cadre Team Lead:** *Scott Lowry, Rick Forkel, Roger Laferriere, Dustin Tetrault*



**AWR 148 Crisis Management for School-Based Incidents – Partnering Rural Law Enforcement and the Local School Systems**

Crisis Management for School-Based Incidents – Partnering Rural Law Enforcement and the Local School Systems is an eight-hour course designed to educate rural law enforcement personnel as well as school administrators and staff on the elements that would allow for an effective response to school-based emergencies.

Schools in small, rural, and remote areas across the country account for almost 23% of the total student population (more than 11 million students). Rural schools, law enforcement, and other emergency responders are often limited in resources, so it is imperative that all potentially affected parties collaborate on planning, preparing, communicating, responding, and recovering from a school-based incident.

Through this course, rural law enforcement officials receive information and training tools that may be used when working with their local school systems. As a result of the training, law enforcement, superintendents, principals, school resource officers and others within the school system will be better prepared to work collaboratively when a crisis occurs.



**Key elements of the course:**

- Introduction to Incident Planning and Preparedness
- Proactive Threat Mitigation
- Incident Response
- Incident Recovery





**Day-3 (Thursday; concluding with combined exercise and closing comments)**  
*Timely activation and operational coordination of a "functional" EOC*



**Functional EOC Workshop:** An **emergency operations center (EOC)** is a central command and control facility responsible for carrying out the principles of emergency management functions at a strategic level during an emergency, and ensuring the continuity of operation of a company, political subdivision or other organization. An EOC is responsible for strategic direction and operational decisions and does not normally directly control field assets, instead leaving tactical decisions to lower commands. The common functions of EOCs is to collect, gather and analyze data; make decisions that protect life and property, maintain continuity of the organization, within the scope of applicable laws; and disseminate those decisions to all concerned agencies and individuals.

The first most critical component of an EOC is the individuals who staff it. They must be properly trained and have the proper authority to carry out actions that are necessary to respond to the disaster. They also must be capable of thinking outside the box and creating a lot of "what if" scenarios. The local EOC's function during an emergency is to support the incident commander.

The second most critical component of an EOC is its communications capability. This can



be from simple word of mouth, to sophisticated encrypted communications networks, but it must provide for a redundant path to ensure that both situational awareness information and strategic orders can pass into and out of the facility without interruption.



**Instructor Cadre Team Leads:** Rick Forkel, Roger Laferriere, Scott Lowry, Dustin Tetrault, Greg Gould, Dale Nelson

**Hybrid Discussion-based Ex**

- ✓ Reactive/Pro-Active response and sustainment of active threat scenario (s)
- ✓ Mock Press-Conf Int/Ext information management objective

**Registration POC Rick Forkel, State Training Officer [rforkel@mt.gov](mailto:rforkel@mt.gov) or Registration Link below:**

<https://www.eventbrite.com/e/active-threat-intervention-symposium-tickets-45595504381?aff=ebdssbdestsearch>

**Choose Emergency Manager track (even if you only intend to participate in day 1 (G-290/91) or day 2 (AWR-148))**