

**Board of County Commissioners
Leon County, Florida**

**Board Workshop to Conduct National Incident
Management Systems Training (NIMS)**

**12:00 p.m. - 2:30 p.m.
Tuesday, September 12, 2006**

**Leon County Board of County Commissioner Chambers
Leon County Courthouse, 5th Floor**

This document distributed: September 6, 2006

Board of County Commissioners

Workshop Agenda

Date of Meeting: September 12, 2006

Date Submitted: September 6, 2006

To: Honorable Chairman and Members of the Board

From: Parwez Alam, County Administrator *PA*
Lillian Bennett, Director of Human Resources *LWB*

Subject: Board Workshop to Conduct National Incident Management Systems (NIMS) Training

Statement of Issue:

A Board workshop to conduct federally required National Incident Management Systems (NIMS) training for Board Members and designated Leon County employees. The workshop on National Incident Management Systems (NIMS) will cover the IS-700 and ICS-100 courses and will be conducted by Disaster Strategies and Ideas (DSI) Group, LLC under contract with the LCSO Division of Emergency Management (Attachment #1).

Background:

On Feb 28, 2003, President Bush directed the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS) training program. NIMS provides a consistent nationwide template to enable government and other entities to work together during natural or domestic emergencies. Local governments must become fully compliant with NIMS training requirements as a condition of receiving federal preparedness assistance grants in FY 2007.

Local governments, including Leon County elected officials, senior management and emergency response employees must complete the FY 2006 NIMS training requirements by September 30, 2006 in order to meet eligibility requirements for federal preparedness assistance funding in the event of a natural or domestic emergency. At a minimum, elected officials are required to complete the NIMS IS-700 and ICS-100 courses (Attachment #2).

On February 22, 2005, the Board approved a Sub-grant Contract with Disaster Strategies and Ideas (DSI) Group, LLC to conduct five all-discipline training sessions (Attachment #3). On September 13, 2005, the Board adopted a resolution designating the National Incident Management System (NIMS) as the County's incident management standard (Attachment #4).

Disasters, Strategies, and Ideas Group, LLC, is headquartered in Tallahassee, Florida and is a woman-owned minority business. DSI was founded in 2003 as the 21st Century Emergency Management solution for preparedness, planning, recovery, response, mitigation strategies and ideas for local, state and federal governments and the private sector.

Disasters, Strategies and Ideas Group serves, or has served as emergency management consultants for several counties, municipalities and state agencies in Florida, including the Florida Governor's Office, the Florida Department of Health, the Florida Department of Agriculture and Consumer Services and the Florida Court System.

Disaster Strategies and Ideas (DSI) Group, LLC has conducted several Leon County training sessions, one training session on September 22, 2006 for 16 participants. Two training sessions were conducted on April 4, 2006 for 73 participants and two sessions were conducted on April 5, 2006 for 93 participants. Two additional training sessions were conducted on June 28, 2006 for 71 participants. A total of 297 County employees have been trained in the IS-700 and ICS-100 courses which includes the County Administrator, designated Senior Management and Emergency Response employees. One Commissioner and three Commission Aides have also completed the required NIMS training. A complete listing of the employees who have attended the required NIMS training is attached (Attachment #5). This workshop is scheduled to afford Commissioners and designated County employees the opportunity to complete the required NIMS training prior to September 30, 2006.

Analysis:

The agenda for the NIMS training to be conducted by Disaster Strategies and Ideas (DSI) Group, LLC is attached (Attachment #1). The IS-700 course is an introductory awareness level course that explains NIMS components, concepts and principles. The ICS-100 course describes the role and function of the Incident Commander and the Incident Command Staff.

There are additional NIMS classes, (ICS-800 and ICS-200) which are required beyond the IS-700 and ICS-100 courses for Command staff, which includes Elected Officials, Middle Managers and Supervisors, however, the basic IS-700 and ICS-100 courses are essential (Attachment #2).

The advanced ICS-800 and ICS-200 courses must also be completed prior to September 30, 2006. These advanced classes may be taken on-line or through in-class instruction. At the June 13, 2006 Board meeting, the Board approved an extension of the agreement with Disaster Strategies and Ideas (DSI) Group, LLC to conduct the advanced NIMS training sessions. This approval was contingent upon approval of additional grant funding by the State of Florida, Department of Community Affairs. Staff has been advised by the LCSO Division of Emergency Management that the additional grant funding was recently approved and that all additional classes must be scheduled and taken by September 30, 2006. Due to the approaching deadline of September 30, 2006, staff recommends that employees who are required to take the advance NIMS training courses, do so with on-line instruction, however, employees will be notified if additional classes are scheduled.

Options:

1. Accept the required National Incident Management Systems (NIMS) training conducted by Disaster Strategies and Ideas (DSI) Group, LLC.
2. Board Direction.

Recommendation:

Option #1.

Attachments:

1. NIMS Workshop Agenda Outline
2. Elected Officials Fact Sheet
3. Board approval of Agreement with Disaster Strategies Ideas on July 13, 2004
4. September 13, 2005 Agenda Item
5. Listing of Leon County Employees who have completed IS-700 and ISC-100

DSI, LLC
Disasters, Strategies and Ideas Group

National Incident Management System Training
Leon County Board of County Commissioners
September 12, 2006

- I. Introductions Joseph Myers
- II. ICS700.....Joseph Myers
- III. ICS100.....Michael McHargue
- IV. Review of Tests.....Michael McHargue
- V. Questions

PO Box 12333 • Tallahassee, FL 32317
Tel: (850) 443-6948 • joe@dsideas.com
*Specializing in Planning, Strategies and Ideas for local, state and federal government
both public and private*

NIMS Training Fact Sheet
NIMS Information Center, March 2006
NIMS-Information-Center@hhs.gov
202-646-3879

Elected Officials: What you need to know about NIMS

The National Incident Management System (NIMS) was issued by the Department of Homeland Security on March 1, 2004, to provide a comprehensive and consistent national approach to all-hazard incident management at all jurisdictional levels and across all functional emergency management disciplines.

The support of elected and appointed officials in the NIMS implementation process nationwide is critical to the nation's success in preventing, preparing for, responding to and recovering from emergencies and disasters.

Who should lead this effort? Locally elected and appointed officials.

The benefit of NIMS is most evident at the local level, when a community as a whole prepares for and provides an integrated response to an incident. Chief elected and appointed officials need to be involved in all aspects of NIMS implementation to include the following:

Adopt NIMS at the community level for all government departments and agencies and encourage NIMS adoption and use by associations, utilities, non-government organizations and the private sector. NIMS should be adopted through executive order, proclamation, resolution, or legislation as the jurisdiction's official all-hazards, incident response system.

The NIMS requires the use of the Incident Command System, the multi-agency coordination systems and a public information system. All these command and management systems require the direct involvement of chief elected and appointed officials in a community during emergencies/disasters.

NIMS requires all emergency plans and SOPs to incorporate NIMS components, principles and policies, to include emergency planning, training, response, exercises, equipment, evaluation, and corrective actions. Chief elected and appointed officials in a community need to be directly involved in these NIMS preparedness elements, especially the elements dealing with exercising community emergency management policies, plans, procedures and resources.

Jurisdictions will be required to meet the FY 2006 NIMS implementation requirements as a condition of receiving federal preparedness funding assistance in FY 2007. However, it is important to recognize that the NIMS is a dynamic system, and the doctrine as well as the implementation requirements will continue to evolve as our emergency management capabilities nationwide change based on the hazards and threats of the nation.

Local chief elected and appointed officials are urged to complete the IS-700 NIMS: An Introduction, training course, which is available online from the Emergency Management Institute at

<http://www.fema.gov/emergency/IS-700.nsf>

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Attachment # 3
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Board of County Commissioners Agenda Request 5

Date of Meeting: February 22, 2005

Date Submitted: February 16, 2005

To: Honorable Chairman and Members of the Board
From: Richard R. Smith, Director, Emergency Management
Subject: Approval of Training Subgrant Contract with Disaster Strategies and Ideas (DSI) Group, LLC

Statement of Issue:

This item seeks Board approval of a Subgrant Contract in the amount of \$29,758 with Disaster Strategies and Ideas (DSI) Group, LLC to conduct five all-discipline training sessions (Attachment #1).

Background:

A Federally Funded Subgrant Agreement, contract number 05-DS-2N-02-47-01-065, between the State of Florida, Department of Community Affairs (DCA) and Leon County in the amount of \$182,674, was approved by the Board at the regular meeting of July 13, 2004. This Federally Funded Subgrant Agreement provided funding to perform specified eligible Homeland Security activities to include training.

Analysis:

The Florida Department of Community Affairs has appropriated \$29,758 to Leon County to conduct training. These funds will be used to conduct a total of five training sessions. DSI has agreed to subcontract with Leon County and provide the specified training sessions.

Options:

1. Approve the Subgrant Contract with Disaster Strategies and Ideas (DSI) Group, LLC in the amount of \$29,758 for training and authorize the Chairman to execute.
2. Do not approve the Subgrant Contract with DSI.
3. Board direction.

Recommendations:

Option #1.

Attachment # 3

Page 2 of 9

Attachments:

1. Training Subgrant Contract Agreement.

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**SUBGRANT CONTRACT
BETWEEN
LARRY CAMPBELL, AS SHERIFF OF LEON COUNTY, FLORIDA
AND
DISASTERS STRATEGIES AND IDEAS (DSI) GROUP, LLC**

THIS CONTRACT is made by and between Larry Campbell, as Sheriff of Leon County, Florida a Constitutional Officer of the State of Florida on behalf of the Leon County Sheriff's Office Division of Emergency Management, (hereinafter referred to as the "Sheriff") and the Disasters Strategies and Ideas Group, LLC P.O. Box 10294, Tallahassee, Fl. 32302 (hereinafter referred to as the DSI).

WHEREAS, the DSI represents that it is fully qualified and eligible to receive federal grant funds in order to conduct training for Leon County; and

WHEREAS, the Sheriff will receive certain grant funds from the State of Florida, Department of Community Affairs, and will disburse certain funds to the DSI upon the terms and conditions hereinafter set forth and upon the terms and conditions as set forth in the attached DSI Federally Funded Subgrant Agreement executed between the Sheriff and the State of Florida, Department of Community Affairs, Contract No.: **06-DS-3W-02-47-01-241** Number:97.067 (hereinafter referred to as the DCA/Sheriff Agreement); and

WHEREAS, the Sheriff has the authority pursuant to Florida law to sub contract and disburse the funds under this Agreement.

NOW THEREFORE, in consideration of the mutual promises of the parties hereto, and of the mutual covenants and conditions hereinafter expressed, the parties hereto covenant each with the other as follows:

SECTION ONE: TERM

1.1 The term of this Contract shall commence as of the last date of execution by the parties hereto, and end on **August 30, 2006**, unless earlier terminated as provided for elsewhere in this Agreement.

SECTION TWO: NOTICE

2.1 The Sheriff and the DSI agree that the following individual shall be the Contract Manager and all notices, communications, written or oral, relating to the requirements or obligations of this Contract shall be delivered personally or by registered or certified mail, addressed as follows:

Richard R. Smith, Director
Division of Emergency Management
Leon County Sheriff's Office
535 Appleyard Drive
Tallahassee, Florida 32304
Telephone No.: (850) 488-5921
Fax No.: (850) 487-3770
E-Mail Address: Richard@leoncountyfl.gov

- 2.2 The Sheriff and the DSI agree that the Project Officer for this Contract shall be:

Robby Powers, Emergency Management Coordinator
Division of Emergency Management
Leon County Sheriff's Office
535 Appleyard Drive
Tallahassee, Florida 32304
Telephone No.: (850) 488-5921
Fax No.: (850) 487-3770
E-Mail Address: robby@leoncountyfl.gov

- 2.3 The Sheriff and the DSI agree that the following individual shall be the DSI's Representative regarding this Contract and all notices shall be delivered personally or by registered or certified mail, return receipt requested, addressed as follows:

Ms. Traci Buzbee, President
Disasters Strategies Ideas Group, (LLC)
P.O. Box 10294
Tallahassee, Florida 32302
E-Mail Address: TSBuzbee@aol.com

- 2.4 The Contract Manager shall be designated as the administrator for this Contract for the purpose of acting as the Sheriff's representative with respect to questions regarding this Contract. The Contract Manager shall have the authority to transmit instructions, receive information and communicate the Sheriff's policies to the DSI. He shall also examine all reports and other documents presented by the DSI and render in writing any decision pertaining thereto within a reasonable time so as not to delay the DSI. All services shall be performed by the DSI to the satisfaction of the Contract Manager.

SECTION THREE: PARTIES TO THIS CONTRACT

- 3.1 All references to the Sheriff for purposes of this Contract shall mean Larry Campbell, as Sheriff of Leon County, Florida and/or its designee.
- 3.2 All references to the DSI for purposes of this Contract shall mean the DSI, its staff and persons identified in the DSI proposal attached.

SECTION FOUR: SCOPE OF SERVICES - DSI

- 4.1 All Discipline Training: The DSI agrees to conduct an eight hour disaster management training session known as the National Incident Management System (NIMS). Training will be divided into a four hour session in the morning and a four hour session in the afternoon. Up to forty students shall be allowed in each session for a total of eighty students. Such training shall be held at a location selected and provided by the Sheriff.
- 4.2 Table Top Exercise: The DSI agrees to conduct an eight hour table top exercise as a follow up to an as part of the NIMS training. Such exercise shall coincide with the Statewide Hurricane Exercise and will include a terrorism component. The terrorism component shall meet all of the requirements contained in the DCA/Sheriff Agreement. The exercise shall include a full activation of the Emergency Operation Center (EOC) and the Emergency Support Functions (ESF's). DSI agrees to provide a Homeland Security Exercise Evaluation Program (HSEEP) After Action Report for the exercise. Up to fifty students shall be allowed to in the exercise. DSI agrees to provide lunch for up to fifty students. The Exercise shall be held at a location selected and provided by the Sheriff.
- 4.3 The DSI agrees to perform in accordance with reasonable professional standards and carry out in a satisfactory and proper manner as determined by the SHERIFF the services and obligations in accordance with the plan set forth in the DCA/Sheriff Agreement, and to abide by all applicable terms, conditions and requirements as contained in said Agreement, attached hereto and expressly made a part of this Contract.
- 4.4 The DSI agrees to complete and submit to the SHERIFF all required documents as required by and outlined in the DCA/Sheriff Agreement. Such documents shall be provided to the Contract Manager.
- 4.5 The DSI agrees to obtain the approval of the Contract Manager as to the exercises; format, objectives and scenario.
- 4.6 The DSI agrees to submit to the SHERIFF a report of activities (list of participates, training materials and exercise scenario) for the training and exercise, within fifteen (15) working days of the completion of the training and exercise, which shall allow the SHERIFF to compile and submit its reports to the State of Florida, Department of Community Affairs.
- 4.7 The DSI agrees that it, and any subcontractors used by the DSI is bound by all applicable state and federal laws and regulations.
- 4.8 Should the DSI subcontract any or all of the work required under this Contract, the DSI agrees to provide the Contract Manager with a copy of the executed subcontract within twenty-five (25) days after execution of the subcontract.

- 4.9 The DSI agrees that nothing in this Contract is intended nor shall be construed to create an agency relationship, an employer/employee relationship, a joint venture relationship or any other relationship for purposes of employment law, nor shall DSI's status, actions or omissions be construed as creating any such special relationships with the SHERIFF.
- 4.10 DSI, will coordinate the development of the scenario and the HSEEP AAR with the Contract Manager prior to the exercise and final report.

SECTION FIVE: PAYMENT

- 5.1 The Sheriff agrees to disburse to the DSI certain federal grant funds received by the Sheriff from the State of Florida, Department of Community Affairs in an amount not to exceed \$5,000.00. Disbursement of funds shall be in accordance with the terms and conditions as contained in this contract and the DCA/Sheriff Agreement attached hereto.
- 5.2 Payment shall be \$2,500.00 for the All Discipline Training (NIMS) and \$2,500.00 for the Table Top Exercise.
- 5.3 The Sheriff's responsibility to disburse payments to DSI for conducting the All Discipline Training (NIMS) and the Table Top Exercise shall be contingent upon approval by the Contract Manager that the training, exercise and the After Action Report meet the State of Florida, Department of Community Affairs criteria as found in the DCA/Sheriff Agreement.
- 5.4 Once the conditions found in 5.3 above have been satisfied, DSI agrees to submit to the Sheriff an invoice for payment and the Sheriff agrees to disburse payment within thirty (30) days of receipt of the invoice.

SECTION SIX: TERMINATION

- 6.1 Either party may terminate this Contract without cause by giving the other party no less than thirty (30) days prior written notice of such termination. No penalties shall accrue for such early termination.
- 6.2 In the event the DSI materially defaults in the performance of any of its obligations hereunder and does not cure such default with fifteen (15) days following written notice thereof from the SHERIFF, the SHERIFF shall have the right to thereafter immediately terminate this Contract. Such cure period shall not apply to any default that creates an imminent threat to public health or safety, as determined by the SHERIFF.

SECTION SEVEN: INDEMNIFICATION AND HOLD HARMLESS

- 7.1 The SHERIFF and the DSI each agree to indemnify and hold the other harmless from all claims, damages, liabilities, or suits of any nature whatsoever arising out of, because of, or due to the breach of this Contract by the breaching party, its officials, officers, or employees, or due to any act or occurrence of omission or commission of such breaching party, its officials, officers, or employees, including but not limited to costs and a reasonable attorney's fee. The non-breaching party may at its sole option, defend itself or allow the breaching party to provide the defense. Neither the SHERIFF nor the DSI shall be deemed to assume any liability for the acts, omissions to act or negligence of the other parties, their officials, officers, or employees. The liability of the parties, as set forth in this paragraph, is intended to be consistent with limitations of state law, including the state's waiver of sovereign immunity pursuant to Section 768.28, Florida Statutes, and no obligation imposed hereby shall be deemed to alter said waiver or to extend the liability of either party beyond such limits.
- 7.2 Notwithstanding other provisions of this Section (Seven), the SHERIFF has no obligation to provide legal counsel or a legal defense to DSI in the event that a suit, claim or action of any character or nature is brought by any person not a party to this Agreement against DSI as a result of or relating to duties, obligations and performance pursuant to this Agreement. The SHERIFF has no obligation for the payment of any judgment or the settlement of any claims made against DSI as a result of or relating to DSI's obligations, duties and performance pursuant to this Agreement.
- 7.3 The DSI agrees to hold the State of Florida, Department of Community Affairs, and the Sheriff harmless against all claims whatever nature arising out its performance of work under this Contract, to the extent allowed and required by law. In no event shall DSI's liability in connection with this agreement exceed the amounts paid to DSI hereunder.
- 7.4 Should the DSI subcontract any or all of the work required under this Contract, the DSI agrees to include in the Subcontract that the subcontractor shall hold the SHERIFF harmless against all claims of whatever nature arising out of the subcontractor's performance of work under this Contract, to the extent allowed and required by law.

SECTION EIGHT: MISCELLANEOUS

- 8.1 The DSI shall not assign this Contract to any other individual or entity without the express written consent of the SHERIFF.
- 8.2 In the event either party incurs legal expenses or costs to enforce the terms of this Contract, the prevailing party in any legal proceeding hereunder shall be entitled to recover the costs such action so incurred, including, without limitation, reasonable attorney's fees.
- 8.3 A waiver by either party of a breach or violation of any provision of this Contract shall not operate, or be construed to be, a waiver of any subsequent breach of the same or other provision hereof.

- 8.4 In the event any provision of this Contract is held to be unenforceable or void, in whole or in part, the offending term or provision shall be construed as valid and enforceable to the maximum extent permitted by law and the unenforceability thereof, shall not affect the remainder of the Contract, which shall remain in full force and effect and enforceable in accordance with its terms.
- 8.5 The performance by each party of any of its obligations under this Contract shall be subject to and contingent upon the availability of funds budgeted by the State of Florida, Department of Community Affairs or otherwise lawfully expendable for the purposes of this Contract for the current and future periods.
- 8.6 This Contract shall be governed by and construed in accordance with the laws of the State of Florida. Venue shall lie in the court of proper jurisdiction in and for Leon County, Florida.
- 8.7 This Contract and the terms and conditions contained in the DCA/Sheriff Agreement constitute the entire agreement between the SHERIFF and the DSI, and is intended as a complete and exclusive statement of the promises and agreements that have been made in connection with the subject hereof. No modifications or amendments to this Contract shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto.
- 8.8 Independent Contractor Status: The parties acknowledge that DSI is an independent contractor and that all decisions not approved by the SHERIFF or Contract Manager will be the sole responsibility of DSI. Nothing in this Agreement is intended nor shall be construed to create an agency relationship, an employer/employee relationship, a joint venture relationship or any other relationship allowing the SHERIFF to exercise control or direction over the manner or method by which DSI, its employees, agents, assignees or its subcontractors perform hereunder.

SECTION NINE: DOCUMENT(S) COMPRISING CONTRACT

- 9.1 This Contract shall include the DCA/Sheriff Agreement which is incorporated herein by reference and its terms and conditions are expressly made a part of this Contract:
- 9.2 The DCA/Sheriff Agreement includes the following attachments:

Exhibit 1 – Federal Funded Subgrant Agreement

All referenced documents shall be attached and included with this Contract and shall be made a part hereof.

IN WITNESS WHEREOF, the parties hereto have caused this contract to be executed by their undersigned officials as duly authorized.

LEON COUNTY Sheriff's Office

By: _____
Larry Campbell, Sheriff

Date: _____

FEID: 59-6000712

DISASTERS STRATEGIES AND IDEAS (DSI) GROUP, LLC:

By: _____
Traci Buzbee, President
Disaster Strategies and Ideas Group, LLC

Date: _____

FEID: 56-2369236

Board of County Commissioners Agenda Request 6

Date of Meeting: September 13, 2005

Date Submitted: September 7, 2005

To: Honorable Chairman and Members of the Board

From: Sheriff Larry Campbell

Subject: Adoption and Implementation of the National Incident Management System (NIMS).

Statement of Issue:

This agenda item requests Board adoption of a Resolution designating the National Incident Management System (NIMS) as the County's incident management standard (Attachment #1).

Background:

In 2003, the President issued Homeland Security Presidential Directive 5 (HSPD-5) pertaining to Management of Domestic Incidents. The purpose of HSPD-5 is: "To enhance the ability of the United States to manage domestic incidents by establishing a single comprehensive National Incident Management System".

In March 2004, the U.S. Department of Homeland Security (DHS) announced approval of the National Incident Management System (NIMS). NIMS is a standardized approach to incident management and response. NIMS establishes a uniform set of processes and procedures that emergency responders at all levels of government will use to conduct response operations. NIMS integrates effective practices in emergency response into a comprehensive national framework for incident management.

NIMS will enable responders at all levels to work together more effectively and efficiently to manage domestic incidents no matter what the cause, size or complexity, including catastrophic acts of terrorism and disasters. Federal agencies also are required to use the NIMS framework in domestic incident management and in support of state and local incident response and recovery activities.

The benefits of the NIMS system will be significant:

- Standardized organizational structures, processes and procedures;

- Standards for planning, training and exercising;
- Personnel qualification standards;
- Equipment acquisition and certification standards;
- Interoperable communications processes, procedures and systems;
- Information management systems with a commonly accepted architecture;
- Supporting technologies – voice and data communications systems, information systems, data display systems and specialized technologies;

In September 2004, the DHS provided guidance regarding steps to be taken for state, territorial, tribal and local entities to achieve NIMS compliance. For local governments:

- Completing the NIMS Awareness Course: "National Incident Management System (NIMS), An Introduction" IS 700; This independent study course developed by the Emergency Management Institute (EMI) explains the purpose, principles, key components and benefits of NIMS
- Formally recognizing the NIMS and adopting the NIMS principles and policies; States, territories, tribes, and local entities should establish legislation, executive orders, resolutions, or ordinances to formally adopt the NIMS.
- Establish a NIMS baseline by determining which NIMS requirements you already meet;
- Establishing a timeframe and developing a strategy for full NIMS implementation; States, territories, tribes, and local entities are encouraged to achieve full NIMS implementation during FY 2005. To the extent that full implementation is not possible during FY 2005, Federal preparedness assistance must be leveraged to complete NIMS implementation by FY 2006;
- Institutionalizing the use of the Incident Command System (ICS).

Analysis:

Leon County has made significant progress in incorporating NIMS and the Incident Command System (ICS) in planning, training and operations. The County's Comprehensive Emergency Management Plan (CEMP), and Continuity of Operations Plans (COOP) have been revised to incorporate NIMS and the revised National Response Plan. DEM staff have completed the National Incident Management Capability Assessment Support Tool (NIMCAST). This assessment establishes a baseline for NIMS implementation as well as provides a framework for full NIMS integration by September 2006. Through the Division of Emergency Management (DEM), ICS and NIMS training has been conducted for county and other agency staff. However, NIMS training must continue and be completed prior to September 30, 2006. The personnel to complete this training are:

Executive Level – Political and government leaders, agency and organization administrators and department heads; personnel that fill ICS roles as Unified Commanders, Incident Commanders, Command Staff, General Staff in either Area Command or single incidents; senior level Multi-Agency Coordination System personnel; senior emergency managers; and Emergency Operations Center Command or General Staff.

Managerial Level – Agency and organization management between the executive level and first level supervision; personnel who fill ICS roles as Branch Directors, Division/Group Supervisors, Unit Leaders, technical specialists, strike team and task force leaders, single resource leaders and field supervisors; midlevel Multi-Agency Coordination System personnel; EOC Section Chiefs, Branch Directors, Unit Leaders; and other emergency management/response personnel who require a higher level of ICS/NIMS Training.

Responder Level – Emergency response providers and disaster workers, entry level to managerial level including Emergency Medical Service personnel; firefighters; medical personnel; police officers; public health personnel; public works/utility personnel; and other emergency management response personnel. Adoption of the Resolution will ensure that Leon County meets the NIMS criteria for Fiscal Year 2005 (FY-05) and remains eligible to receive federal preparedness assistance for FY-06.

Options:

1. Adopt the Resolution designating the National Incident Management System (NIMS) as the Basis for Incident Management in Leon County.
2. Do not adopt the Resolution. Should the Board choose this option, Leon County may not be eligible for FY-06 federal domestic preparedness funding.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Resolution of the Board of County Commissioners of Leon County, Florida, Designating the National Incident Management System (NIMS) as the Basis for all Incident Management in Leon County.

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**A RESOLUTION OF THE BOARD OF COUNTY
COMMISSIONERS OF LEON COUNTY, FLORIDA,
DESIGNATING THE NATIONAL INCIDENT MANAGEMENT
SYSTEM (NIMS) AS THE BASIS FOR ALL INCIDENT
MANAGEMENT IN LEON COUNTY.**

WHEREAS, the President of the United States in Homeland Security Directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, State, local and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity; and

WHEREAS, the collective input and guidance from all Federal, State, local and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, it is necessary and desirable that all Federal, State, local emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, to facilitate the most efficient and effective incident management it is critical that Federal, State and local organizations utilize standardized terminology, standardized organizational structures, interoperable communications, consolidated action plans, unified command structures, uniform personnel qualification standards, uniform standards for planning, training and exercising, comprehensive resource management, and designated incident facilities during emergencies or disasters; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the County's ability to utilize federal funding to enhance local agency readiness, maintain first responder safety and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities throughout the State, including current emergency management training programs.

NOW, THEREFORE, BE IT RESOLVED this 13th day of September 2005, by the Board of County Commissioners of Leon County, Florida, as follows:

1. The Board of County Commissioners of Leon County, Florida, adopts the National Incident Management System (NIMS) as the standard for incident management in Leon County.
2. Employees of Leon County response agencies will complete the required NIMS training appropriate to their level of assigned responsibilities, and maintain that level of training by certification within the timeframe to be established by the Federal requirements for NIMS.

LEON COUNTY, FLORIDA

BY: _____

Cliff Thael, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of Court
Leon County, Florida

BY: _____

APPROVED AS TO FORM:
Leon County Attorney's Office

BY: _____

Herbert W. A. Thiele, Esq.
County Attorney

Leon County Board of County Commissioners

Leon County Employees who have Completed IS-700 and ISC-100



FEMA

Command

Alam, Parwez
 Bennett, Lillian
 Dressel, Kimberley
 McDevitt, David
 Park, Tony
 Quillin, Thomas
 Rosenzweig, Alan
 Sauls, Jane

Middle Manager

Abrams, Chad	Kraynak, John
Biblo, Adam	McGrath, Maggie
Biondi, Raymond	Moeller, Helen
Brantley, Thomas	Moore Sr., Clarence
Brown III, Joseph	Morgan, Carl
Burroughs, Ray	Pingree, Benjamin
Cox, Emerald	Plocek, Joe
Curtis, Patricia	Pompey, John
Daniels, Chansidy	Pourciau, Glen
Garrison, Russell	Roberts, Keith
Hall, Darryl	Root, Leigh
Harrell, Karen	Ross, William
Hartsfield, Lee	Simpson, Andrea
Hazlip, James	Smith, Emma
Hohmeister, Catharine	Taylor, Michelle
Hunter, Wanda	Thomas, Norman
Johnson, Gary	Thompson, Guy
Keister, Thomas	Walker, Buford
Kemp, Malcolm	Ziegler, Richard
Khoen, Jennie	

Responder

Adams, DeLane	Leon, Kendrick
Allen-Johnson, Madelyn	Leskanic, William
Andrews, Nicholas	Lewis, Bobby
Ard II, Felton	Ling, Wendell
Ayers, Gary	Mann, Craig
Barrett, Lisa	Marsh, JoDana
Barrineau, DeWayne	Mathews, Paul
Bass, Christopher	McBrayer, Todd
Bates Sr., William	McGhin, Mitzi
Beane, Victor	McPhail, Iain

Leon County Board of County Commissioners

Leon County Employees who have Completed IS-700 and ISC-100

Responder

Beauford Jr., Thomas	McQuaig, Jackie
Bennett, Fred	Meale, Jennifer
Berryman, Jon	Merritt, Gary
Black, John	Mesidor, Erve.
Blount, Ronald	Methellus, Dukens
Boland, James	Miller, Richard
Bolde, Dennis	Mills Jr., James
Bonds, Leroy	Mills, David
Bowers, Alvin	Mills, Ronald
Boyd, Steve	Mock, Bobbie Glenda
Bradwell III, Ben	Mohr, Charles
Britt, King	Morrison, David
Brooks, Elizabeth	Mosley, Travis
Brown, Kenneth	Newhall, Dawn
Bruce, Lilburn	Newsome, Donald
Bryant, Willie	Paredes, Matthew
Buerkle, Eugene	Parker Jr., Robert
Byrd, Michael	Parker, Franklin
Campbell Jr., Sam	Patrick, Sr., Carsey
Cantrell, James	Peebles, Joshua
Card, Terence	Pennington, John
Carpenter, Susan	Penton, Dorothy
Carter, Preston	Perez, Natividad
Cason, Shelley	Peterson, Zack
Chambers, Avery	Phillips, Eddie
Christian, Eugene	Poppell, Douglas
Coblentz, Jerry	Porter, Leo
Collins, Andrew	Prince, Michael
Colson, Beverly	Punausua, Steven
Courson, Howard	Quinsey, Roger
Craig, Jr., William	Rains, Ernest
Crump, Dale	Rains, Gladys
Dabney III, John	Rains, Plummer
Dabney Jr., John	Raker, Myers
Dabney, Tommy	Redfield, Ryan
Darragh, Thomas	Reese, William
Davidson, Brett	Rehwinkel, Jackie
Davidson, Ronald	Richardson, Melvin
Davis, Paul	Riedesel, Richard
Davis, Sally	Riley, Andrew
Dickens, Nickolas	Roberts, Kevin
Dickey, Anthony	Robinson, Jerome
Dix, Gordon	Robinson, Leslie
Dix, Linda	Robison, Roscoe
Dollar III, Robert	Roche, James
Dougherty, Judith	Rothrock, Kimberly
Douglas, Kenneth	Sapp, Erinee
Duinkerken, Steve	Schlachter, Adam
Feagin Jr., John	Schroeder, Terry
Floyd, Clifton	Scott, Arthur

Leon County Board of County Commissioners

Leon County Employees who have Completed IS-700 and ISC-100

Responder

Flynn, Charles	Kunkel, Brian
Foister, Daniel	Lee, Gwynn
Footman, Van	Screws, Robert
Footman, Wilbert	Shuler, Marchay
Ford, Aaron	Singleton, Lawrence
Fortune, Beau	Smith, Mary
Foster, Glenn	Spencer Jr., Henry
Frazier, Leroy	Spencer, Don
Fuller, Lawrence	Spivey, Terry
Gardner, Carl	Stalker, James
Gasell, Michael	Stokeley, Jeffery
Gates, Trudy	Stuckey, Judith
Gent, Ernest	Styles, James
Gerz, Charles	Su, Shinming
Gipson-King, Rebecca	Summerlin, Linda
Goodson Jr., Benny	Sutton, Rose
Graham, Kinte	Taylor, Jan
Green, Kayse	Thagard, David
Green, Willie	Thomas, Larry
Gunn, Keith	Thompson, Jared
Gunter, William	Tickett II, Kenneth
Haase, Wayne	Vizcarramp. Gilbert
Hall Jr., Jimmy	Wagner, Danny
Hall, Cornelius	Walker, Dave
Harlow, Henry	Walker, Stanley
Harrison, Lonzy	Walker, Thomas
Hasty, Cletus	Warren, Deborah
Hawkins, Isaiah	Washington, Derrick
Hayes Jr., Leon	Watson, Walter
Hayes, Willie	Wesley, Billy
Hilliard, Kathy	White Jr., Johnny
Holton, Calvin	Wichers, Charis
Houston, Jesse	Winton, Richard
Hudson Jr., Marvin	Woody, Willie
Huffmaster, Bruce	Yates, Tommie
Hughes, Antonio	
Hunter, Joe	
Jacobs, Jerry	
Johnson, James	
Johnson, Tommy	
Jones, Alan	
Jones, Gerald	
Jones, Kenneth	
Jones, Perry	
Jugger, Samuel	
Keaton, Raymond	
Kinerson, Leonard	
Kite, Diane	
Knight, Mary	
Kojis, Ferdinand	

Leon County Board of County Commissioners
Leon County Employees who have Completed IS-700 and ISC-100

Supervisor

Bass, Robert
Broxton, Teresa
Ezzagaghi, Nawfal
Fryson, Wilbert
Heiker, Theresa
Jackson, Thomas
Jarriel Jr., Edward
Johnson, De'Lean
Jones, Robert
Lobinske, Richard
McSwain, Josh
Paul, Nancy
Pilcher, James
Richards Jr., Dean
Sears, Debra
Suarez, Stephen
Taylor, Jan
Wood, Kimberly
Wu, Hsiao-Chung

Other

Barnes, Felisa
Bauldree, Christina
Buerkle, Eugene
Chaires, Thomas
Close, Frank
Colo, Radoslav
Colston, Reginald
Donovan, Maxine
Dunnam, Bronson
Estes, Jerry
Fryson, Wilbert (Ted)
Harrell, Jonas
Henry, Myron
Ivey, Terry
Jackson, Thomas
Johnson, Jay
Johnson, Valerie
Joy, William
Long, Darlene
Miller, Betty
Parker, Robert
Riley, Andrew
Simpson, William
Thorpe, Betsy
Tobin, Donald
White, George