



# Bay Area UASI Management Team Training & Exercise Workgroup 2018 Work Plan

Commander Shawn Sexton of the Alameda County Sheriff's Office chairs the Training & Exercise Workgroup and is responsible for developing meeting agendas, scheduling and facilitating regular meetings, and distributing meeting summaries to workgroup members.

## I. 2018 Project Oversight

Consistent with the ongoing purpose as stated in the Training & Exercise Workgroup Charter, the Workgroup will oversee the following projects:

- Fire, law, EMS and public health training.
- Special operations team training to include urban search & rescue, hazardous materials, CBRNE maritime search and rescue.
- Law enforcement special operations and explosive ordinance training.
- All-Hazards incident management, position specific and emergency operations center trainings
- Region-wide, multi-disciplinary, multi-agency Exercise (i.e. Urban Shield)

## II. Member Roles and Responsibilities

Members of the workgroup are expected to attend scheduled workgroup meetings in person or via teleconference if necessary for the purpose of:

- Providing subject matter expertise and jurisdictional perspectives to the oversight of applicable projects
- Offering input to the active subcommittees to ensure relevant and quality outcomes of all projects
- Participating in the review of draft and final project deliverables
- Engaging in current regional collaboration efforts and reporting updates to their organization's leadership

The Training & Exercise Workgroup is scheduled to meet 12 times during 2018. Each meeting will last no more than 2 hours. Additional correspondence to Workgroup members will be conducted via email from the Chairperson. Workgroup members are encouraged to participate in regional workshops, relevant trainings, and other events coordinated by this Workgroup and its subcommittees. At a minimum, Workgroup members should coordinate appropriate event participation by staff within their jurisdiction.

## III. 2018 Active Subcommittees

Below are the current subcommittees that will report to the Training & Exercise Workgroup no less than quarterly throughout 2018.

### Urban Shield

This subcommittee is led by ACSO Commander Sexton and consists of members from fire, EMS and law enforcement agencies, local government from within the Bay Area UASI region as well as state and federal agencies. The objectives for the Urban Shield Subcommittee are detailed in the attached grant year 2018 Urban Shield Project Charter. During 2018, this subcommittee has agreed to meet monthly per the meeting schedule in **Table 1**.



# Bay Area UASI Management Team Training & Exercise Workgroup 2018 Work Plan

## IV. Subcommittee Roles and Responsibilities

Each Training & Exercise Workgroup subcommittee will provide project guidance, oversight and stakeholder representation in the development of the subcommittee's assigned projects.

Subcommittee members are expected to:

- Attend scheduled subcommittee meetings and respond to subcommittee correspondence
- Confirm project goals add value for the majority of Bay Area UASI jurisdictions
- Confirm the documented scope of work meets the goals of each project
- Oversee the progress of the relevant project and provide status to the Emergency Management Workgroup, the UASI Approval Authority, and other stakeholder groups as appropriate (i.e. Coastal Region MARAC).
- Review draft project deliverables and provide input to ensure quality outcomes.
- Participate in planning workshops and other relevant project tasks by attending scheduled meetings and/or coordinating appropriate attendance from their jurisdiction.

## V. Future Focus Areas / Project Ideas

The following are focus areas for the CBRNE Workgroup to consider approaching through regional coordination in future years:

- Increase the opportunity to accommodate "just-in-time" training requests from stakeholders.
- Host an annual stakeholders workshop every September to identify new and emerging training and exercise needs so they can be incorporated in the upcoming year's training calendar.
- Develop a regional fire, law enforcement and EMS rescue task force curriculum to increase out of hospital survival for victims following of an active shooter incident
- Develop an electronic course evaluation system management system that will be used to evaluate training effectiveness.
- Update the Bay UASI Multi-Year Training and Exercise Plan (MYTEP).



# Bay Area UASI Management Team Training & Exercise Workgroup 2018 Work Plan

## Table 1. 2018 Meeting Schedule

*Table 1* presents scheduled meetings for the Training & Exercise Workgroup and sub-committee. A regional Training and Exercise Program update is provided at each meeting for the public safety areas it serves. (i.e. Law Enforcement; Fire; HazMat; CBRNE; PRND; Emergency Management; EMS; Public Health; PIO; Cyber Security; others). A review of upcoming training courses and related registration status is discussed at each meeting, including opportunities for questions/answers regarding program implementation protocols and upcoming training opportunities.

<b>Date/time</b>	<b>Location</b>	<b>Meeting Title</b>	<b>Key Meeting Topics</b>
<b>January 18, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>
<b>February 15, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>
<b>February tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #1	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>March 15, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>
<b>March tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #2	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>April 19, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>
<b>April tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #3	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>May 17, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>
<b>May tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #4	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>June 21, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>
<b>June tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #5	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>July 19, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>



# Bay Area UASI Management Team Training & Exercise Workgroup 2018 Work Plan

<b>Date/time</b>	<b>Location</b>	<b>Meeting Title</b>	<b>Key Meeting Topics</b>
<b>July tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #6	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>August 16, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>
<b>August tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #7	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>August tbd, 2018</b>	4985 Broder Blvd, Dublin	Urban Shield Planning Meeting #8	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>September 20, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program 2019 training request submissions</li> <li>-Law enforcement</li> </ul>
<b>October 18, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program 2019 training request submissions</li> <li>- Fire; HazMat</li> </ul>
<b>November 15, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program 2019 training request submissions</li> <li>-Emergency Mgt; EMS; Public Health; PIO; other</li> </ul>
<b>November 15, 2018</b> 1:30 pm – 2:30 pm	4985 Broder Blvd, Dublin	Urban Shield After- Action Report	<ul style="list-style-type: none"> <li>• Training presentation</li> <li>• Branch Chief Reports</li> <li>• Area Command Updates</li> </ul>
<b>December 20, 2018</b> 10:00 am – 12:00 pm	4985 Broder Blvd, Dublin	T&E Meeting	<ul style="list-style-type: none"> <li>• Program update</li> </ul>

Proposed presenters / topics for workgroup and subcommittee meetings:

- To Be Determined