



**To: Bay Area UASI Advisory Group**

**From: Dennis Houghtelling, Commander  
UASI Regional Training & Exercise Project Manager**

**Date: October 25, 2012**

**RE: BAY AREA UASI REGIONAL TRAINING AND EXERCISE/PROPOSAL FOR FY13 SUSTAINMENT**

**Recommendation:**

It is recommended that the Advisory Group recommend sustainment of the Bay Area UASI Regional Training and Exercise Program.

**Action and Discussion Item:**

Discussion of the Regional Training and Exercise Program Proposal.

**PROPOSAL:**

Proposer Name: Dennis Houghtelling  
Agency: Alameda County Sheriff's Office  
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**Project Goal:** The goal of the UASI Regional Training and Exercise Program is to provide the Bay Area Region with a comprehensive regional training and exercise program, which serves the needs of multiple-disciplines including; Law Enforcement, Fire, Public Health, EMS and Emergency Management. This is being accomplished through a delivery system centralized and managed by the Alameda County Sheriff's Office at the Alameda County Sheriff's Office Regional Training Center. The primary goal of the Regional Training and Exercise Program is to prevent, protect against, respond to and recover from threats and acts of terrorism and major disasters.

The Training and Exercise Program is designed to test numerous capabilities across a full spectrum of homeland security mission areas. The program addresses identified capability gaps and is also intended to sustain and enhance existing capabilities. One of the program's main purposes has been to expand participation within the UASI area through enhanced collaboration with multi-disciplined agencies across the region and state by engaging more diverse participants in the planning process and providing cost effective training directed at the core Homeland Security needs. The overarching goal of the Training and Exercise Program is to ensure our regional workforce is maintained in a state of readiness and competency for all communities within our 12 County UASI Region.

The Training and Exercise Program will continue to be highlighted by the full scale preparedness exercise "Urban Shield." This 48 hour continuous exercise will continue to involve local, state, federal agencies. Urban Shield is an enormous disaster preparedness exercise which effectively tests the skills, tactics and endurance of participating law

enforcement tactical teams, and numerous fire agency and emergency medical services (EMS) personnel. Urban Shield involves approximately 3,000 participants, including emergency managers, tactical officers, regional law enforcement and government employees, as well as transportation, fire, EMS, military, and related corporate personnel, testing our ability to coordinate and sustain a large scale event. Some of the goals of this multi-jurisdictional, full scale exercise involve critical infrastructure integration to include on-site employees, integration of EMS and fire with law enforcement, testing of communications, evaluation of core competencies, and a thorough gap analysis. All of which prepares emergency personnel for a unified response to disasters and mass casualty emergencies. Starting in 2013 Urban Shield will integrate a Regional Capabilities Preparedness component into the full scale exercise. This will significantly expand the overall preparedness of the Region and will closely align the Training and Exercise Program with the new DHS National Preparedness Guidelines.

**Relevant UASI Goal:** The UASI Regional Training and Exercise Program is directly related to Bay Area UASI Goal #8, which is to “Enhance homeland security exercise, evaluation, and training.” While directly related to Goal #8, the UASI Training and Exercise Program is closely associated with all 8 of the Strategic Goals established by the Bay Area. The 8 Bay Area Strategic Goals are as follows:

1. Develop a Regional Risk Management and Planning Program
2. Enhance Information Analysis and Infrastructure Protection Capabilities
3. Strengthen Communications and Interoperable Communications
4. Strengthen CBRNE Detection, Response, and Decontamination Capabilities
5. Enhance Medical, Public Health and Mass Care Preparedness
6. Strengthen Planning and Citizen Preparedness Capabilities
7. Enhance Recovery Capabilities
8. Enhance Homeland Security Exercise, Evaluation and Training Programs

The Bay Area UASI Goals were developed in accordance Presidential Directive HSPD-8 and the DHS Target Capabilities, which establishes measurable priorities, targets, and a common approach to developing capabilities needed to better prepare our region/nation as a whole.

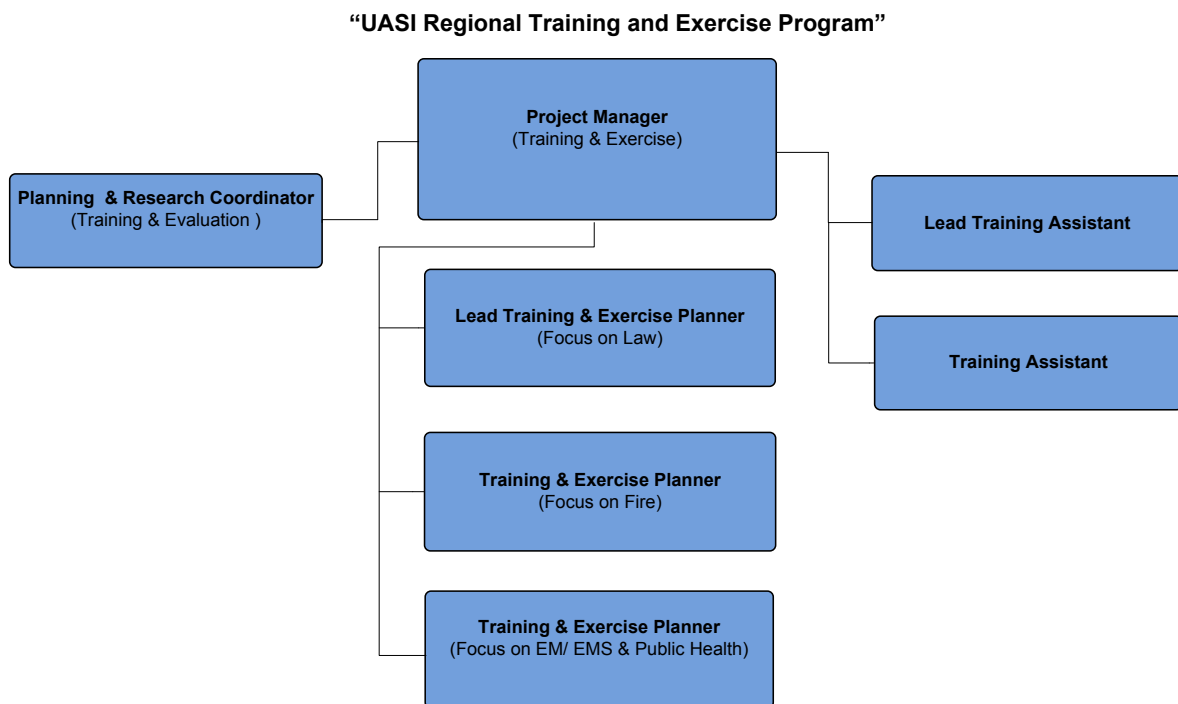
**Project Description:** The Alameda County Sheriff’s Office provides and manages a sustainable regional training program for the Bay Area UASI program, serving multi-disciplines including; Law Enforcement, Fire, EMS, Public Health and Emergency Management. All plans, training and exercise conform with, and are consistent with, the California Incident Command System (ICS), Standardized Emergency Management System (SEMS), National Incident Management System (NIMS), the National Infrastructure Protection Plan (NIPP), and the National Response Framework (NRF). This project seeks to accomplish the following:

- Provide a model for a Regional Training and Exercise Program, including planning, implementation and execution.
- Establish a team to implement the Regional Training and Exercise Program, which is multi-disciplinary and reflects representation from the Region.
- Develop a Training and Exercise Program that effectively and efficiently serves all relevant disciplines, including but limited to Law, Fire, EMS/Public Health and Emergency Management, while adhering to all FEMA guidelines.
- Coordinate a Regional Exercise Workgroup that meets monthly and addresses the training and exercise needs of the region.

- Continue to utilize the Training and Exercise Strategic Steering Committee to access, guide and oversee the Regional Homeland Security training initiatives of the Bay Area region. (The Advisory Group serves as the T&E Steering Committee)
- Conduct a process that produces a Regional Multi-Year Training and Exercise Plan, which is updated annually and is used by the Region as a guide to address training and exercise needs, which ultimately identifies gaps and enhances capabilities
- Develop policies and procedures that implement a Regional Training and Exercise Program in the most effective and efficient way possible.

The vision of the program is to promote, encourage and provide training and exercise opportunities for our emergency response workforce, ensuring our workforce is maintained in a state of readiness and competency for all communities within the 12 County Bay Area UASI Region.

The UASI Regional Training and Exercise Program team is based on the following organizational structure:



**Key Milestones and Deliverables:**

- Maintain sufficient staffing to administer the Training and Exercise Program.
- Review and update the 3-Year Regional Training and Exercise Plan, which was completed in August 2012.
- Continue working with the Training and Exercise Steering Committee (UASI Advisory Group), to obtain input on region-wide training priorities as they relate to Homeland Security.
- Continue to facilitate monthly meetings and participation from the Regional Training and Exercise Workgroup.

- Calendar, procure, and track all training activities developed under the Annual Training and Exercise Plan and 3-Year Regional Training Plan. Requirements include:
  - Submitting all EHP memos to the UASI for training courses.
  - Applying for all training feedback numbers as provided and required by Cal EMA.
  - Arranging for all training facilities, provider contracts, and curriculum materials, as needed, prior to the training.
  - Overseeing training delivery, as needed.
  - Tracking and filing all course agendas, registration lists/sign in sheets, and records according to grant audit requirements.
  - Reimbursing participating sub-recipient agencies, as applicable.
  - Reporting on the success or performance of each training activity, monthly, to the UASI.
  
- Facilitate Regional Exercises in support of the Prevention, Protection, Response and Recovery from Terrorism as tested through full scale, table top, or other exercises within the region to ensure use of UASI funded training and equipment.
- Produce or support After Action Reports for all Exercises, and shall ensure that Improvement Plans and any other recommended actions are included in future Exercises, and any performance gaps are identified for possible future funding by the UASI.
- Report on a monthly basis, through the Project Manager, to the UASI General Manager. Reports shall be in written form, and may include oral reports to the Approval Authority, when necessary.
- Produce an annual Regional Training and Exercise Grant report that contains a summary of training and exercise activities and accomplishments of the Grant cycle.

**Relevant Stakeholders:** Public safety participants from the 12 Bay Area counties within the Bay Area UASI footprint including, but no limited to the following disciplines: Law Enforcement, Fire, EMS, Public Health and Emergency Management.

**Project Beneficiaries:** The beneficiaries of this program are public safety participants from the 12 Bay Area counties within the Bay Area UASI footprint including, but no limited to the following disciplines: Law Enforcement, Fire, EMS, Public Health and Emergency Management.

**Project Duration:** Ongoing (Based on an 18 month performance period)

**Project Budget Summary:** The project budget for FY 2013 is \$5,192,555.00. The staff positions include: 1 Project Manager, 1 Lead Training and Exercise Planner, 2 Exercise Planners, 1 Planning and Research Coordinator, .5 FTE Lead Training Assistant and 1 Training Assistant.

Position/Expense	Costs
T&E Staff - 18 months	\$1,692,555.00
Regional Training	\$1,700,000.00
Regional Exercises	\$1,700,000.00
M&A	\$100,000.00
<b>Total FY10 Program Budget</b>	<b>\$5,192,555.00</b>

\$5,192,555.00 will sustain the Regional Training and Exercise Program at the existing level.