

July 19, 20, 21 2022

*Holistic Emergency
Preparedness & Response*



8:30 AM - 5:00 PM

Sik-E-Dakh - Emergency Management Training Project

Every Year the community is threatened by the risk of various natural and manmade threats. Wildfire risk has been a great concern and the community is looking for support to train members of their team in the roles and functions within an Emergency Operations Centre (EOC).

As the threat of disasters increase, Sik-E-Dakh must stay prepared to deal with the situations that put their community at risk. With the increasing threat of wildfires, it is essential that Sik-E-Dakh be prepared to manage an event along with possible evacuate. Evacuations are chaotic, especially when time is limited and people are scared, but having trained staff ready to assist can make the process less stressful for everyone.

To stay prepared for these situations, the Emergency Team can participate in training and exercising to gain confidence in handling emergencies both on their own and in coordination with their Regional District and Emergency Management BC (EMBC). Having the basic training delivered to the community will start the process for their Emergency Team and prepare them for more advanced training offered by EMBC. This initial training would involve learning the Incident Command System used in BC, learning how to operate their Emergency Operations Center and then participating in an exercise to practice their newly acquired skills.

Recommended Next Steps

Below are the recommended next steps for further development and preparedness for the community:

Step 1: To strengthen the skills of the emergency team to deal with a community Shelter in place and Evacuation, HEPR, using JIBC material, will deliver Emergency Operations Centres (EOC) and Incident Command System (ICS) training. This will assist in planning and exercising their community team and members. This training will also provide information critical to emergency staff in the operation of their EOC as well as dealing with both the Regional Partners and the Province of British Columbia. During an

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emergency, time is a critical factor and ensuring their emergency system and communications are consistent with their neighbors will assist all participants. This training will allow the emergency staff to have the basic skills to participate in Regional Training that builds from these courses.

Step 2: Conduct a Tabletop Exercise with the Emergency staff, providing an opportunity to develop operational objectives and priorities while developing an action plan along with completing forms, creating reports and interaction during a mock event. This will provide a realistic situation in the classroom to allow staff to carry out newly acquired skills, ask questions and think on their feet.

Step 3: Develop an Emergency Program Action Plan or "Road Map" from the outcomes of the training to provide the community with a list of priorities.

Day 1 - EMRG -1200 -Incident Command System

Course Description

Learn a proven incident site management system for emergencies or disasters. Students will be introduced to an effective system for command, control, and coordination of response at an emergency site. The Incident Command System (ICS) is recognized as a flexible and scalable all-hazards system, which provides a common response framework suitable to any size of event. Gain a basic understanding of the Incident Command System, its organization, principles, basic structure and common responsibilities. This course is the first in a series of ICS training courses and will be of particular interest to first responders and those who have a site-support role in an Emergency Operations Centre (EOC).

Course Goal

The purpose of this course is to provide students with a general understanding of the Incident Command System and its role in supporting an effective response to an incident.

Course Topics

Course topics include: definitions; history of ICS; and ICS applications, principles, and common responsibilities.



Day 2 - EMRG1300 - Introduction to Emergency Operations Centres

Course Description

Learn a proven incident site management system for emergencies or disasters. Students will be introduced to an effective system for command, control, and coordination of response. Learn about the planning and organizing of an Emergency Operations Centre (EOC) using a standard emergency response structure. This course includes the fundamental concept for selection, design, configuration, and staffing of an EOC facility.

Course Goal

The purpose of this course is to provide an overview of the purpose and function of an EOC and enable students to participate in the design and development process.

Course Topics

Course topics include: Purpose of an EOC and of an emergency response management system; incident command system principles as they apply to an EOC; roles, organizational structure and primary functions of an EOC; EOC working group; EOC Plan; EOC design and development; and the factors in EOC location, size, configuration, staffing and set-up.

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Day 3 - Tabletop Exercise

Once the emergency team has completed the training it can be put into practice during a Tabletop Exercise. Participants will get the opportunity to work in the different Emergency Operations Center (EOC) positions. They will be guided on how to set up an operations center and what information and record keeping will be required. Gaining confidence to effectively operate an EOC will be essential during an emergency.

Lesson Plan - Objectives and Principals

At the end of this session the student will be able to:

- 1) Describe in their own words two (2) roles/responsibilities of each position
 - i. 30-minute card exercise
 - ii. 30-minute class feedback
- 2) Complete the following forms in black ink with all appropriate information
 - a. Position Log
 - b. Status Report
 - c. Contact Directory
 - d. Action Plan
 - e. EOC Daily Expenditure Form
 - f. Situation Report
- 3) TABLE TOP
 - i. Ensure everyone in the EOC is signed in and accounted for, using the EOC Sign-In sheet
 - ii. Create an Event Status Board to track individual incidents with the event – (with coaching)
 - iii. Obtain and outline specific areas on a map (provided) that are impacted by the Event (Alert Area)
 - iv. Communicate Alert information to PREOC and Partner Shareholders
 - v. Prepare and determine how an alert message will be communicated to community and stakeholders.