Today's Agenda

0900 Welcome and Introductions
0910 REPT Steering Committee Resolution/Task
0915 Process Overview
   Capabilities-Based Planning
   Role of Exercises
   Scheduling and Conduct of Exercises
0945 Training and Exercise Schedule
1045 Exercise RFP
1115 Q & A
1130 Adjourn
Minutes of September 24 Meeting

Region 3 Exercise Proposal

Dan Scace provided and reviewed the one-page summary of a proposal for the development of a regional training and exercise program that had been emailed to UAWG members prior to the meeting. During the discussion, it was clarified that the proposed Regional Training and Exercise Planning Workgroup would replace the RESF 5 training/exercise committee, as it was broader in scope and more formal in structure. Lee Erdman, seconded by Ed Lescoe, moved that the group, acting as the REPT Steering Committee,
...establish a Regional Training and Exercise Planning Workgroup. Membership includes representatives from RESFs: 2, 4, 5, 6, 8, 13, 14, the CRCOG Training Coordinator, and representatives from CT DEMHS and DPH. The Workgroup is tasked to provide oversight of regional training and exercises supporting achieving regional strategies in the development of needed regional capabilities. All in favor, so voted.
T&EPW Goals

- Discuss priorities from Homeland Security Strategy and previous year’s Improvement Plans
- Translate priorities and their associated capabilities into training and exercise activities
- Develop and/or update Multi-Year Training and Exercise Plan
- Coordinate training and exercise schedules
- Improve coordination between training and exercises
Capabilities-based planning is defined as planning, under uncertainty, to build capabilities suitable for a wide range of threats and hazards while working within an economic framework that necessitates prioritization and choice.

Target Capabilities List (TCL): Version 2.0
August 2005
Capabilities-Based Planning

Target Capabilities

- Identify the capabilities needed to prevent, protect against, respond to and recover from incidents of national significance
- Derived from the UTL
- In the Multi-Year Training and Exercise Plan, capabilities will be identified that support and are necessary to successfully implement the chosen State/Urban Area priorities

Model 1: Evolution of Capabilities-Based Planning

HSPD-8 → National Preparedness Goal → National Planning Scenarios → UTL → TCL
Why Capabilities-based Planning?

• Provides direct linkages, through the capabilities, between equipment, plans, training, and exercises
• Provides a strategic approach to the types of training and exercise activities selected and scheduled
• Addresses uncertainty by planning, training and exercising to capabilities rather than constantly trying to predict the next threat or hazard
• Provides the foundation for developing training and exercise objectives, determining the conditions and scenarios that should be included and addressed in exercises, and identifying sets of capabilities and tasks to evaluate during an exercise
Training and Exercise Cycle

- Update Capabilities Assessment/Strategy/Multi-Year Plans
- Conduct Capabilities Assessment
- Develop Strategy
- ID Priorities, TCL
- Multi-Year Training and Exercise Plan and Schedule
- Conduct Training
- Identify Exercise-Specific Objectives (UTL)
- Design Scenario
- Select EEGs
- Design and Development
- Project Management
- Conduct and Evaluation
- Program Management
- Improvement Planning
- Strategy/Plan
- Implement/Track Improvements
- Identify Action Items
- Develop AAR
- Evaluate Performance Against TCL
- Inject Scenario

[Exercise Name]
[Date]
Capabilities-Based Planning Structure

- Capabilities Assessment
- Priorities
- Homeland Security Strategy
- Multi-Year Training and Exercise Plan
- Improvement Plans
The Framework: Building New Capability

- Preparedness Cycle—a system that builds the right capabilities
  - Introduces National Planning System
  - Defines response organization
  - Requires training
  - Advocates interoperability and typing of equipment
  - Emphasizes exercising with broad-based participation
  - Describes process for continuous evaluation and improvement

- Aligning Risk-Based Planning
  - National Planning Scenarios
  - Hazard Identification and Risk Analysis
Improvement Planning

- Converts lessons learned and recommendations from the exercise After Action Report/Improvement Plan into concrete, measurable actions
- Tracks corrective actions to completion by assigning responsibility and due dates
- Previous year improvement plans should contribute to priorities that need to be trained and exercised against in next year’s Multi-Year Training and Exercise Plan
Capabilities Assessment

- Identify capabilities of the State/Urban Area (may still need improvement)
- Review the shortfalls and gaps of the State/Urban Area
- Look at what capabilities are needed to fill the shortfalls and gaps
- Decide what tasks need to be accomplished to achieve the capabilities
- Design exercises that can improve the ability to complete tasks
Identifying Priorities

- Priorities are selected by pulling information from
  - Capabilities assessment
  - Improvement Plans (IPs) from previous exercises
- Used to write the Multi-Year Training and Exercise Plan
National Priorities

- Reflect a limited number of cross-cutting initiatives and critical capabilities that should drive near-term planning and resource allocation efforts.
- Intended to guide the Nation’s preparedness efforts to meet its most urgent needs.
- Two categories:
  - Overarching Priorities
  - Capability-Specific Priorities
Implement the National Incident Management System (NIMS) and the National Response Plan (NRP)
- Coordinated and effective response by an appropriate combination of Federal, State, local, tribal, private sector, and nongovernmental agencies

Expanded Regional Collaboration
- Regional approach to building capabilities

Implement the Interim National Infrastructure Protection Plan
- Identifying Critical Infrastructure and Key Resource (CI/KR), assessing risk, prioritizing, implementing protective programs, and measuring effectiveness
National Priorities - Capability-Specific

- Strengthen Information Sharing and Collaboration capabilities
- Strengthen Interoperable Communications capabilities
- Strengthen CBRNE Detection, Response, and Decontamination capabilities
- Strengthen Medical Surge and Mass Prophylaxis capabilities
- Citizen Protection
State/Urban Area Priorities

- Should consider National priorities
- Should consider collaboration across disciplines, jurisdictions, and agencies when describing the strategies, goals, and objectives within the framework of the mission areas (WE WILL!)
- Strategies should not only address terrorism, but a broad range of other threats and hazards founded on the capabilities-based planning approach
Multi-Year Training & Exercise Plan

Outlines
- Urban Area Priorities
  - Improvement Plan reference(s) (if applicable)
  - Associated target capabilities
  - Training
  - Exercises

Contains the Multi-Year Training and Exercise Schedule

NOTE: Refer to current *Regional Implementation and Training Plan* for training aspects...
Training

- For each priority, list type of training to meet the priority and achieve the associated capabilities
- Identify what training is currently available
- Determine the training that is needed as a prerequisite to planned exercises and to satisfy prior year Improvement Plans
- Ensure a building-block approach to training
Exercises

Building-Block Approach

- Uses a cycle of increasingly complex exercises
- Builds upon lessons learned from previous training and exercises
Multi-Year Training & Exercise Plan – Schedule

- Cycle, mix, and range of training and exercise activities
- Cycle of activity employs increasing degrees of complexity and ensures continuous improvement of capabilities
- Combination of training courses and exercise types that accomplish priorities
## Multi-Year Training & Exercise Plan – Schedule

### Training and Exercise Schedule: 2006

<table>
<thead>
<tr>
<th>Region</th>
<th>Qtr 1</th>
<th>Qtr 2</th>
<th>Qtr 3</th>
<th>Qtr 4</th>
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<tr>
<td></td>
<td>J/F/M</td>
<td>A/M/J</td>
<td>J/A/S</td>
<td>O/N/D</td>
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<tr>
<td><strong>Region 1</strong></td>
<td></td>
<td></td>
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<tr>
<td><strong>Region 2</strong></td>
<td></td>
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<tr>
<td><strong>Region 3</strong></td>
<td>Earthquake Safety Program – Schools</td>
<td>Biological Terrorism Awareness Training – First Responders</td>
<td>Basic Explosive Device Recognition Training</td>
<td>Prevention and Deterrence Seminar</td>
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<td><strong>Region 4</strong></td>
<td>Basic Hazmat Awareness Training – Port</td>
<td>Mutual Aid Seminar</td>
<td>PIO Training</td>
<td>JIC Workshop</td>
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<tr>
<td><strong>Region 5</strong></td>
<td>Basic Hazmat Awareness Training – Port</td>
<td>Mutual Aid Seminar</td>
<td>PIO Training</td>
<td>JIC Workshop</td>
</tr>
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### Priorities Addressed:
- Port Security
- IEDs
- Public Health
- Public Information
- Mutual Aid
- Law Enforcement

[Exercise Name] [Date] For Official Use Only
Multi-Year Training and Exercise Schedule
Multi-Year Training and Exercise Schedule

- The template can be modified to meet the requirements of the State/Urban Area
- If the schedule is being constructed from 2007 to 2010, then 2007 is considered "year one"
- Enter all participating jurisdictions (i.e., State, regional, district, local, agency, facility)
- The schedule is broken into quarters and months; if an exercise or training is "TBD," enter the information in the appropriate year or quarter
- If the exercise type is not yet known, place an "X" in the appropriate location
Multi-Year Training and Exercise Schedule

- Each State/Urban Area is diverse
- The type of exercises plotted should be tailored to the participating jurisdictions and their respective capacity and experience
- The scenarios should be based on the risks and vulnerabilities of each area
- TTX – May 09
- Functional – June 09
- Full Scale – September 09
- Help to shape the T&EPW
Tools and Resources
Facilitates cooperation and collaboration among Federal, State, local, and tribal agencies conducting exercises

Tool used to track the scheduling of all exercises, regardless of the supporting Federal response agency

Comprehensive calendar for all Federal, State, local, and tribal exercises
HSEEP

- HSPD-8: establish a “national program and multi-year planning system to conduct homeland security preparedness-related exercises that reinforces identified training standards, provides for evaluation of readiness, and supports the National Preparedness Goal.”

- Help homeland security professionals assess capabilities built through planning, training, and equipment procurement, by providing them with the tools to plan, conduct, and evaluate exercises to improve overall preparedness.

- HSEEP After-Action Reports/Improvement Plans (AAR/IPs) document and summarize performance as part of the comprehensive preparedness assessment described in the National Preparedness Goal.
Incorporating Planning Tools

- The Homeland Security Exercise and Evaluation Program supports the capabilities-based planning process through:
  - Multi-year Plans
  - Exercise Evaluation Guides
  - After-Action Reports/Improvement Plans

- Training courses will be aligned with capabilities

- Training and Exercise programs should integrate and support capabilities-based planning, both through long-term strategic program management and through the design, development, conduct, and evaluation of exercises
On-line development and implementation guides in Blended Learning and ADDIE instructional design are located at:  [http://ojp.usdoj.gov/odp/blendedlearning/](http://ojp.usdoj.gov/odp/blendedlearning/)

State course development, review and approval process information is supported through Web Forms at [www.firstrespondertraining.gov/odp_webforms](http://www.firstrespondertraining.gov/odp_webforms)

In early 2007, G&T will launch the on-line Responder Training Development Center with interactive process guides, templates, and models of first responder training instructional design, development, and implementation.
Upcoming Actions
Upcoming Actions

- Draft T&EPW minutes
- Develop a Multi-Year Training and Exercise Plan within 15 working days of the T&EPW
- Review and implement Multi-Year Training and Exercise Plan
Questions and Conclusion
Takeaways for 10/21/08

- Concept
- NIMS Regional Implementation and Training Plan
- Need to Coordinate Schedules
- THE Schedule and how we maintain it
- A FSE RFP
Back-up Slides
Seminar

- Orient participants to or provide overview of authorities, strategies, plans, policies, procedures, protocols, response resources, concepts, and ideas
- A good starting point for developing or making changes to plans and procedures
- Informal discussion led by a seminar leader
- Not constrained by real-time portrayal of events
- Effective with both small and large groups
Workshop

- Focus on development of a product
- Functional organization is common
- Aided by:
  - Facilitators
  - Breakout sessions
- Useful for:
  - Determining program or exercise objectives
  - Developing evaluation scenario and key event listings
  - Determining evaluation elements and standards of performance
**Tabletop Exercise (TTX)**

- Focus on senior staff, elected officials, or other key personnel in an informal setting
- Designed to stimulate discussion of issues
- Used to assess plans, policies, and procedures

**Attributes of a TTX may include:**
- Practicing group problemsolving
- Conducting a specific case study
- Examining personnel issues
- Assessing interagency coordination
- Achieving limited or specific objectives
Games

- A simulation of operations, often involving two or more teams
- Usually a competitive environment
  - Set rules
  - Controlled data
  - Designed procedures
- Depicts an actual or assumed real-life situation
- Does not involve actual response
- Sequence of events affected by the decisions made by the players
Drills

- A coordinated, supervised activity employed to test a single specific operation or function in a single agency
- Provides training, tests policies, and practices skills
- Typical attributes include:
  - A narrow focus, measured against established standards
  - Instant feedback
  - Realistic environment
  - Performance in isolation
Functional Exercise (FE)

- Tests and evaluates individual capabilities, multiple functions, or interdependent groups of functions
- Includes command post exercises
- Events projected through an exercise scenario with event updates that drive activity at the management level
- Attributes include:
  - Evaluating functions
  - Evaluating emergency operation centers (EOCs)
  - Examining inter-jurisdictional relationships
Mobilizes and deploys prevention and response elements

Tests major portions of operations plans under field conditions

Largest and most complex exercise type

Attributes may include:
- Assessing organizational and individual performance
- Demonstrating interagency cooperation
- Testing communication systems
- Activating personnel and equipment