



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802-241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**NEW Requirements:**

As of **April, 2015** the Emergency Management Institute (EMI) will begin to use the FEMA Student Identification (SID) number when submitting your Independent Study (IS) final exam. You must continue to use your SSN or Alternate ID number until April 1st; however FEMA recommends registering FEMA SID today: <https://cdp.dhs.gov/femasid>.

Follow the directions below to apply for and obtain an SID number. **How do I obtain my FEMA SID number?**

Step 1: To register, go to <https://cdp.dhs.gov/femasid>

Step 2: Click on the “Need a FEMA SID” button on the right side of the screen.

Step 3: Follow the instructions and provide the necessary information to create your account.

Step 4: You will receive an email with your SID number. You should save this number in a secure location.

**Training Opportunities:**

NEW: CERT Training is scheduled for February 2016. Basic Public Information Officer, DLAN, and Local Emergency Management Director trainings are being scheduled for 2016.

UPDATE: As of January 1st, 2016, all training related questions and registrations, need to go to the following email, [DPS.EMHSTraining@vermont.gov](mailto:DPS.EMHSTraining@vermont.gov).

Seats Available for Upcoming Trainings - <http://vem.vermont.gov/trainingopenings>. The link was created for DEMHS courses with seats still available. For courses that do not meet the minimum number of registrants are cancelled.

National Training Centers are coming to VT Spring 2016. See course listings and dates under DEMHS Training Opportunities. Currently showing low enrollment, register early to secure your seat.

**Q&A:**

**Q: What are the requirements for attending training at a National Training Center?**

**A:** Refer to the Vermont Training Program Procedure, <http://hsu.vermont.gov/sites/vhs/files/VT%20Training%20Program%20Procedures.pdf> for further details. You can also check out the helpful hints on the DEMHS Training Bulletin page 11. Please make sure DEMHS Out of State Training Request is completed and all requirements are met at time of application.



Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**Q&A (continued):**

**Q:** What is the specific order in which I should take ICS courses?

**A:** Incident Command System courses should be taken in the following order:

ICS 402 – Incident Command for Executives

ICS 100 – Introduction to Incident Command System

ICS 200 – ICS for Single Resources & Initial Action Incidents

Prerequisite:

ICS 100 – Introduction to Incident Command System

ICS 300 – Intermediate ICS

Prerequisites:

ICS 100 – Introduction to Incident Command System

ICS 200 – ICS for Single Resources & Initial Action Incidents

ICS 400 – Advanced ICS

Prerequisites:

ICS 100 – Introduction to Incident Command System

ICS 200 – ICS for Single Resources & Initial Action Incidents

ICS 300 – Intermediate ICS

**Friendly Reminders:**

**ICS 100/IS 100.b (Introductory):** This course is designed to introduce emergency personnel to the Incident Command System. All first responders, emergency management and support personnel, critical incident dispatchers, and state, local and municipal personnel who would respond to an incident as an emergency responder shall take the ICS 100 course by October 1, 2014. ICS 100 must be completed within six months of start date for new members in the categories specified above. The individual authorized to sign the Local Emergency Operations Plan *shall* take the ICS 100 /IS 100.b or the ICS 402 course by October 1, 2014.

\*\*\*\*See course listings and dates under DEMHS Training Opportunities.

**ICS 200 (Basic) :** All first responders emergency management and support personnel, critical incident dispatchers, and state, local and municipal personnel, who would respond to an incident as an emergency responder *shall* take the ICS 200 course by October 1, 2015.

\*\*\*\*See course listings and dates under DEMHS Training Opportunities.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**Friendly Reminders:**

**ICS 402 / ICS 100:** The individual authorized to sign the Local Emergency Operations Plan *shall* take the ICS 402 or the ICS 100 /IS 100.b course by October 2014.

\*\*\*\**See course listings and dates under DEMHS Training Opportunities.*

**DEMHS TRAINING PROGRAM:**

DEMHS is standardizing the training program. See the below steps for registering for a DEMHS Course:

1. DEMHS Course Registration Form: Folks interested in a course should send the attached registration form to the Homeland Security Training Coordinator. The fillable adobe form is simple to complete with name, contact information, course registration.
2. Save & Email - once the DEMHS Course Registration form is completed save and email to the Homeland Security Training Coordinator. Email listed at the bottom of the form.
3. Email Additional Documentation: Email any certificates of completion per any course prerequisite (as needed).

**HELPFUL TIPS BEFORE APPLYING FOR DEMHS COURSES BELOW:**

- Applicants **MUST MEET** prerequisites at the time of REGISTRATION.
- Late registrations maybe accepted on a case-by-case basis.
- Applications must be submitted by 4:00PM on the last day of the application window unless otherwise stated.

**ICS 402: ICS for Executives (2 Hours) :**

Location TBD.

**ICS 100: Introduction to the Incident Command System (9 Hours)**

Vermont Criminal Justice Training Council in Pittsford - 12/14/15 @ 8:00AM - 5:00PM. Instructor Lissa Stark.

Dummerston Fire Department in Dummerston - 01/13/16 & 01/20/16 @ 6:00PM - 10:00PM (must attend both days). Instructor Lt. Tim Oliver.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**DEMHS TRAINING OPPORTUNITIES:**

All trainings are listed below with location, date, time. Please refer to the training / exercise calendar for additional course information such as physical location and any prerequisites. <http://vem.vermont.gov/event>

**ICS 200: ICS for Single Resources & Initial Action Incidents (2 DAYS, 12 Hours):**

Vermont Criminal Justice Training Council in Pittsford - 12/15/15 & 12/16/15 @ 8:00AM - 5:00PM.  
Instructor Jim Cruise.

Vermont Criminal Justice Training Council in Pittsford - 12/21/15 & 12/22/15 @ 8:00AM - 5:00PM.  
Instructor Lt. Tim Oliver.

Shrewsbury Volunteer Fire Department in Cuttingsville - 01/07/16 & 01/21/16 & 01/28/16 & 02/04/16 @  
6:30PM - 9:30PM (must attend all four days). Instructor Lt. Tim Oliver.

Barre Town Conference Room #1 - 01/23/16 @ 8:00AM - 2:00PM & 01/25/16 & 02/01/16 @ 6:30PM -  
9:30PM (must attend all three days). Instructor

Pomfret - Teago Fire Department - 02/20/16 & 02/21/16 @ 8:00AM - 3:00PM (must attend both days).  
Instructor

**ICS 300: Intermediate ICS. (3 Days, 24 Hours):**

Brattleboro Fire Department in Brattleboro - 2/23/16 & 02/24/16 & 02/25/16 (must attend all three days).  
8:00AM - 4:30PM - Instructors Jim Cruise & Lt. Tim Oliver.

**ICS 400: Advanced ICS (2 days, 16 hours):**

VTrans Training Center - December 1 & 4, 2015 - 8:00AM - 4:00PM (must attend both days). Instructor  
Peter Coffey & Chris Reinfurt.

**G0191 ICS/EOC Interface:**

Pawlet - Date TBD.

**EMD: Emergency Management Director Training:**

Location TBD.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**DEMHS TRAINING OPPORTUNITIES:**

All trainings are listed below with location, date, time. Please refer to the training / exercise calendar for additional course information such as physical location and any prerequisites. <http://vem.vermont.gov/event>

**DLAN: DisasterLAN (2 Hours):**

Department of Public Safety—HQ Lab Classroom, Waterbury - January 19, 2016 - 10:00AM - 12:00PM.  
Instructor Brett Pierce.

**PIO: Basic Public Information Officer (2 Hours):**

Chittenden County Regional Planning Commission @ Winooski- 12/11/15 - 10:00AM - 12:00PM.  
Instructor Mark Bosma.

Location TBD - January 2016.

Location TBD - February 2016.

**L449 - Incident Command System Instructor Training (3 days):**

Vermont Fire Academy in Pittsford - 02/02/16 - 02/05/16 (must attend both days). Instructors Peter Coffey and Chris Reinfurt.

**Homeland Security Exercise Evaluator Program:**

Lyndon Public Safety in Lyndon - 12/07/15 & 12/08/15 & 12/09/15 @ 8:00AM - 5:00PM. (Must attend all three days). Instructors Brittany Marquette & Richard Cogliano.

Rutland Regional Medical Center in Rutland - 03/29/16 & 03/30/16 & 03/31/16 (must attend all three days).  
Instructors Brittany Marquette & Richard Cogliano.

**Advanced Evaluator Course:**

Brattleboro Fire Department in Brattleboro - 03/02/16 - 9:00AM – 5:00PM (must attend all day). Instructor Brittany Marquette & Richard Cogliano.

Location TBD - September 2016 - 9:00AM – 5:00PM (must attend all day). Instructor Brittany Marquette & Richard Cogliano.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**DEMHS TRAINING OPPORTUNITIES:**

All trainings are listed below with location, date, time. Please refer to the training / exercise calendar for additional course information such as physical location and any prerequisites. <http://vem.vermont.gov/event>

**Controller Course:**

Location to be TBD - 04/26/16 & 04/27/16 & 04/28/16 (must attend all three days). Instructors Brittany Marquette & Richard Cogliano.

**Master Scenario Events List Course:**

Location to be TBD - 05/24/16 & 05/25/16 (must attend both days). Instructors Brittany Marquette and Richard Cogliano.

**Community Emergency Response Team Training (CERT) :**

American Red Cross in Burlington - 02/05/16 - 6:30PM - 9:30PM & 02/06/16 & 02/07/16 - 8:30AM - 5:30PM (must attend all three days). Instructor Kathi Walbridge.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**DEMHS ICS ALL HAZARDS POSITION SPECIFIC COURSES:**

- Participants must attend all sessions of the course.
- Applicants **MUST MEET** prerequisites at the time of REGISTRATION
- Applications must be submitted by 4:00PM on the last day of the application window unless otherwise stated.
- Applications must be submitted by 4:00PM on registration deadline.
- Providing all registration materials does not guarantee you a seat in the course. All applicants will be screened for justification and experience pertaining to course material. Final participation in the class will be determined by the HSTC and Acting Homeland Security Section Chief.

**STEPS FOR REGISTERING for a DEMHS ICS ALL HAZARDS POSITION SPECIFIC Course:**

1. Complete & Submit the DEMHS Course Registration.
2. Complete & Submit the DEMHS All Hazards Position Specific Course Registration form.
3. FEMA Registration 119 Form. Complete with the appropriate signatures, save and email to the Homeland Security Training Coordinator.
4. Save and email all above documentation and additional documents to meet the prerequisite requirement.  
*\*\*\*Prerequisites for each of the below courses are ICS 100, ICS 200, ICS 300, ICS 400, IS 700 & IS 800.*
5. Each course deadline is listed.

**L-967 - Logistics Section Chief** - 01/11/16 - 01/15/16 - 08:00AM - 04:30PM each day. (40 HRS total).  
State Emergency Operations Center in Waterbury, VT. Instructors coming from EMI.

- ⇒ Registration Deadline - December 4, 2015.
- ⇒ Currently 11 completed applications submitted.
- ⇒ Applications Screened after December 4, 2015 by HSTC & AHSSC.
- ⇒ Final decisions on registered students will be notified by COB December 11, 2015.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**DEMHS ICS ALL HAZARDS POSITION SPECIFIC COURSES:**

**L-962 - Planning Section Chief** - 02/08/16 - 02/12/16 - 08:00AM - 04:30PM each day. (32 HRS total).  
Vermont Fire Academy in Pittsford, VT. Instructors Chris Reinfurt, Robert Plante, & Lt. Tim Oliver.

- ⇒ Registration Deadline - December 18th, 2015.
- ⇒ Currently 8 completed applications submitted.
- ⇒ Applications Screened after December 18th, 2015 by HSTC & AHSSC.
- ⇒ Final decisions on registered students will be notified by COB January 5th, 2016

**L-958 - Operations Section Chief** - 03/08/16 - 03/11/16 - 08:00AM - 04:30PM each day. (32 HRS total).  
VTrans Training Center in Berlin, VT. Instructors Robert Plante, Chris Reinfurt, & Lt. Tim Oliver.

- ⇒ Registration Deadline - January 29th, 2016
- ⇒ Currently 14 completed applications.
- ⇒ Applications Screened after January 29th, 2016 by HSTC & AHSSC.
- ⇒ Final decisions on registered students will be notified by COB February 4, 2016.

**L-950 - Incident Commander** - 04/11/16 - 04/15/16 - 08:00AM - 04:30PM each day. (40 HRS total).  
NewsBank Conference in Chester, VT. Instructors Chris Reinfurt, Robert Plante & Lt. Tim Oliver.

- ⇒ Registration Deadline - February 26th, 2016.
- ⇒ Currently 11 completed applications submitted.
- ⇒ Applications Screened after February 26th, 2016 by HSTC & AHSSC.
- ⇒ Final decisions on registered students will be notified by COB March 4, 2016.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**VERMONT DELIVERY OF NATIONAL TRAINING CENTER COURSES:**

The following courses will be delivered in Vermont at locations, dates, and times listed below.

1. Students are required to have a FEMA SID prior to registering for any National Training Center Courses.
2. Complete the DEMHS Course Registration Form.
3. Save & Email - once the DEMHS Course Registration form is completed save and email to the Homeland Security Training Coordinator. Email listed at the bottom of the form.
4. Email Additional Documentation: Email any certificates of completion per any course prerequisite (as needed).

**National Disaster Preparedness Training Center (NDPTC):**

**AWR - 310 - Natural Disaster Awareness for Community Leaders:**

State Emergency Operations Center @ Waterbury - 01/27/16 @ 08:00AM - 12:00PM.

VT Fire Academy @ Pittsford- 01/28/16 @ 08:00AM - 12:00PM.

**Leveraging Tools for Coordinated Community Disaster Communications:**

State Emergency Operations Center @ Waterbury - 03/22/16 @ 08:00AM – 12:00PM.

VT Fire Academy @ Pittsford - 03/23/16 @ 08:00AM – 12:00PM.



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802-241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**VERMONT TRAINING OPPORTUNITIES:**

**Division of Fire Safety:** [www.firesafety.vermont.gov/fire\\_training](http://www.firesafety.vermont.gov/fire_training)

**Department of Health:**

E-Ready Preparedness Program - [http://healthvermont.gov/emerg/E-Ready\\_training.aspx](http://healthvermont.gov/emerg/E-Ready_training.aspx)

Emergency Medical Services (EMS) Training - [http://healthvermont.gov/hc/ems/class\\_schedule.aspx](http://healthvermont.gov/hc/ems/class_schedule.aspx)

**VT Criminal Justice Training Council:**

<http://vcjtc.vermont.gov/training>

**VTrans Training Center:** [http://vtransoperations.vermont.gov/training\\_center](http://vtransoperations.vermont.gov/training_center)

**VT Agency of Transportation Local Roads Branch:**

<http://vermontlocalroads.org>

**American Red Cross of Vermont and the New Hampshire Upper Valley and the Salvation Army:**

<http://www.redcross.org/vt/burlington>

<http://www.salvationarmy.org/>

**FEMA - National Training & Education Division:**

[www.firstrespondertraining.gov](http://www.firstrespondertraining.gov)

**NATIONAL TRAINING CENTERS TRAINING OPPORTUNITIES:**

**HELPFUL TIPS BEFORE APPLYING FOR NATIONAL TRAINING CENTER COURSES BELOW:**

- Applicants MUST MEET prerequisites at the time of REGISTRATION.

If you would like to attend Out of State Training to any of the National Training Centers, please follow the procedure listed below. See the below steps for completing the DEMHS Out of State Training Request:



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**NATIONAL TRAINING CENTERS TRAINING OPPORTUNITIES:**

1. DEMHS Out of State Training Request Form: Complete request form with a justification for attending training course.
2. Signature - Original signature of Supervisor. (If any training courses are related to Public Health or HAZMAT then make sure to seek the original proper signature as listed on the form).
3. Scan & Email to the VT SAA/POC. IF the form is not completely filled out, then it will be returned to be resubmitted.
4. Once the DEMHS Out of State Training Request is accepted by the VT SAA/TPOC then the application for the Training Center may be approved.

**Center for Domestic Preparedness:**

<http://cdp.dhs.gov>

**Emergency Management's Institute:**

[www.training.fema.gov/EMI](http://www.training.fema.gov/EMI)

**FEMA - National Training & Education Division:**

[www.firstrespondertraining.gov](http://www.firstrespondertraining.gov)

**National Emergency Response & Rescue Training Center (TEEX):**

<http://teex.org/Pages/homeland-security.aspx>

**United States Fire Administration:**

[www.usfa.fema.gov/training](http://www.usfa.fema.gov/training)

**Federal Law Enforcement Training Center:**

<http://www.fletc.gov>

**Rural Domestic Preparedness Consortium:**

<http://www.ruraltraining.org>

**Center for Agriculture & Food Security & Preparedness:**

<http://www.vet.utk.edu/cafsp/index.php>



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
vem.vermont.gov

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**

**NATIONAL TRAINING CENTERS TRAINING OPPORTUNITIES:**

**Center for Agriculture & Food Security & Preparedness:**

<http://www.vet.utk.edu/cafsp/index.php>

**National Domestic Preparedness Consortium (NDPC):**

[www.ndpc.us](http://www.ndpc.us)

**Center for Rad/Nuc Training (CTOS):**

<http://www.ctosnnsa.org/>

**Energetic Materials Research & Training Center (EMRTC):**

<http://www.emrtc.nmt.edu>

**National Center for Biomedical Research & Training:**

<http://www.ncbrt.lsu.edu>

**The Security and Emergency Response Training Center:**

<http://sertc.org/>

**National Disaster Preparedness Training Center (NDPTC):**

<http://ndptc.hawaii.edu/>

Please contact Homeland Security Training Coordinator at [DPS.EMHSTraining@vermont.gov](mailto:DPS.EMHSTraining@vermont.gov)

with any additional comments or suggestions



**Vermont Department of Public Safety  
Division of Emergency Management & Homeland  
Security**

103 South Main Street  
Waterbury, VT 05671-2101  
800-347-0488 FAX: 802 -241-5556  
[vem.vermont.gov](http://vem.vermont.gov)

**DEMHS TRAINING BULLETIN VOLUME #1, Issue #10**