



Cal Poly Department of Emergency Management

2017 Building Emergency Response Coordinator Training Plan

“Preparedness” is the over-arching theme of our BERC Training Plan this year. Standardized training will be the focus to increase preparedness on campus this year. The strength and success of the program is reliant on everyone knowing what their position entails, so we are providing trainings to detail the overall state and national Emergency Management Systems (SEMS and NIMS), BERC integration with our campus Emergency Operations Plan (G775), and the specific duties of BERCs, Deputy BERCs, and Assistant BERCs. It is every individual team member’s responsibility to fully participate in the required training in order to better understand their role in campus emergency response.

This year we will be working on formalizing our base BERC processes and procedures through these trainings. The BERC Pilot Program helped establish these norms in 2016, so now it is DEM’s task to move forward and roll out the program to more buildings on campus. This plan is designed to ensure that all BERCs, Deputy BERCs, and Assistant BERCs have the same core trainings so they can help prepare for, mitigate, respond to, and recover from any incident that may impact our campus.

The training requirements are based off a mixture of the National Incident Management System (NIMS), the California Standardized Emergency Management System (SEMS), and on the CSU Chancellor’s Office Executive Order 1056, which outlines the over-arching methodology of the CSU Building Coordinator Program. These trainings will enhance our knowledge of the responsibilities of BERCs and subordinate staff. Multiple workshops and trainings will be offered monthly in order to fully train staff as they are appointed and available.

These trainings include three staff trainings: the SEMS/ NIMS Combined Course, G775 EOC Management and Operations, and the BERC Program Overview training. Cal Poly DEM will provide two sessions of each training in successive months, starting in March, as exhibited by the following table.

March 21	SEMS/NIMS Combined Course	Time TBD
April 4	SEMS/NIMS Combined Course	1000-1100
April 13	G775 EOC Management and Operations	1000-1100
April 18	G775 EOC Management and Operations	1000-1100
May 4	Program Overview Training	1000-1100
May 9	Program Overview Training	1000-1100

We would also recommend all BERCs and subordinate staff to complete IS-100 “Introduction to the Incident Command System” and IS-200 “ICS for Single Resources and Initial Action Incidents” to provide more general information on how the Incident Command System works.

All of the recommended on-line courses can be accessed at <http://training.fema.gov/IS/NIMS.asp>

Click “**ISP Course List**” and type in the course number in “**Find A Course**” to find your desired course. Follow the prompts.

The site allows you to download the final exam. You may find this helpful as you review the course material.

Once you take the final exam on-line and successfully pass the course, you will receive an email with a link to print out your certificate. It is recommended that you print out a copy for your records as well as saving.

IS-100.FWa Intro to Incident Command System (ICS 100) for Federal Workers (Required for all EOC personnel). Approximately 3 hours.

Course Overview

This course provides course students a familiarization with ICS principles, how they can be applied in incidents, and how to interface with response personnel. The course has the same objectives as the IS-100.a course. Additional content has been added to explain how the ICS

principles apply to an incident that involves Federal assistance under the Stafford Act or National Response Framework.

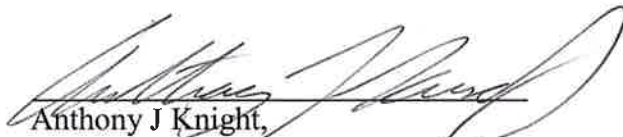
IS-200.b - ICS for Single Resources and Initial Action Incidents (Required for all EOC personnel). Approximately 3 hours.

Course Overview

ICS 200 is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). ICS-200 provides training on and resources for personnel who are likely to assume a supervisory position within the ICS.

In summary, we are committed to keeping the Cal Poly BC program in a state of “Operational Readiness”. This year, a robust Training Plan has been developed. The 2017 Training initiative directly supports the continued endeavor to achieve a state of preparedness and operational readiness. However, the ultimate success of any program requires the full engagement of the participants and their willingness to accept their role and responsibility as it relates to the Cal Poly BC program. DEM looks forward to supporting the mission and purpose of the Cal Poly BC program and maintaining vigilance towards “Operational Readiness” and supporting the essential emergency management functions of Cal Poly.

Please direct all questions to Anthony Knight, Director of Emergency Management, aknigh02@calpoly.edu and/or Daniel Mata, Emergency Planning Coordinator, drmata@calpoly.edu.


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