SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM

SUBJECT: National Incident Management System (NIMS)

DEPARTMENT: Public Safety   **DIVISION:** Emergency Management

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Agenda Date 9/27/2005 **Regular**   **Consent** ☒   **Work Session** ☐   **Briefing** ☐

Public Hearing – 1:30 ☐   **Public Hearing – 7:00** ☐

MOTION/RECOMMENDATION:

Board adoption of the National Incident Management System (NIMS) and the associated Incident Command System (ICS) as the county's system for preparing for and responding to emergency and disaster events.

BACKGROUND:

The Incident Management System (NIMS) was developed to provide a system that would help emergency managers and responders from different jurisdictions and disciplines work together more effectively to handle emergencies and disasters. Most incidents are handled on a daily basis by a single, local jurisdiction at the local level, often by fire personnel, EMS and law enforcement. Even when incidents are relatively limited in scope, coordination and cooperation among the responding organizations makes for a more effective response.

When the NIMS is adopted and used nationwide, it will form a standardized, unified framework for incident management within which government and private entities at all

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levels can work together effectively. The NIMS provides a set of standardized organizational structures, such as the Incident Command System, and standardized processes, procedures and systems. These processes and procedures are designed to improve interoperability among jurisdictions and disciplines in various areas -- command and management, resource management, training, and communications.

National Homeland Security Presidential Directive #5 (Feb 28, 2003) directs federal agencies to make the adoption of NIMS a requirement for local governments for providing federal preparedness assistance through grants, contracts or other activities.

RESOLUTION

**THE FOLLOWING RESOLUTION WAS
ADOPTED BY THE BOARD OF COUNTY
COMMISSIONERS OF SEMINOLE
COUNTY, FLORIDA, AT THEIR
REGULARLY SCHEDULED MEETING
ON _____, 2005**

WHEREAS, Homeland Security Presidential Directive/HSPD-5, 28 Feb 2003 established the National Incident Management System (NIMS); and

WHEREAS, the NIMS establishes a single, comprehensive approach to domestic incident management to ensure that all levels of government across the Nation have the capability to work efficiently and effectively together using a national approach to domestic incident management; and

WHEREAS, the NIMS provides a consistent nationwide approach for Federal, State, and local governments to work together to prepare for, respond to and recover from domestic incidents regardless of the cause, size or complexity; and

WHERAS, the NIMS provides for interoperability and compatibility among Federal, State and local capabilities and includes a core set of concepts, principles, terminology and technologies covering the incident command system, unified command, training, management or resources and reporting; and

WHEREAS, beginning October 1, 2006 all Federal departments and agencies shall make full compliance with the NIMS a requirement, to the extent provided by law, for providing Federal preparedness assistance through grants, contracts or other activities to local governments;

NOW THEREFORE BE IT RESOLVED, that the Seminole County Board of County Commissioners hereby adopts the National Incident Management System (NIMS) as the county's system of preparing for and responding to emergencies and disaster incidents.

ADOPTED THIS   day of _____, 2005

ATTEST: BOARD OF COUNTY COMMISSIONERS
                                     SEMINOLE COUNTY, FLORIDA

_____   _____

MARYANNE MORSE   CARLTON D. HENLEY
Clerk to the Board of   Chairman
County Commissioners of   Board of County Commissioners
Seminole County
State of Florida

Summary

National Incident Management System
- *NIMS* -

Discussion and Background:

Homeland Security Presidential Directive (HSPD)-5, Management of Domestic Incidents, directs the Secretary of Homeland Security to develop and administer a National Incident Management System (NIMS). The NIMS provides a consistent nationwide approach for federal, state, local and tribal governments to work together to prepare, prevent, respond, and recover from domestic incidents, regardless of cause, size, or complexity.

Beginning in FY 2005, federal departments and agencies must make adoption of the NIMS by state, local, and tribal governments a requirement for federal preparedness assistance through grants, contracts and other activities. The Secretary must develop standards and guidelines for determining whether a state or local entity has adopted the NIMS. To evaluate compliance with NIMS, the Emergency Preparedness & Response Directorate (EPR) developed the NIMS Compliance Assurance Support Tool (NIMCAST), a web-based self-assessment tool designed to help federal, state, local and tribal governments, organizations, and jurisdictions determine their capabilities and compliance against the requirements established by NIMS.

NIMS compliance will be a condition for all federal preparedness grants starting in FY 2005. In the short term, jurisdictions will be considered to be in compliance the NIMS by adopting the Incident Command System and NIMS principles and policies. Federal grant recipients must move quickly to embrace NIMS both for domestic security and financial security.

NIMS Compliance

NIMS compliance requirements will be phased in over time. FY 2005 will be a NIMS ramp-up year; full NIMS compliance will not be required until the end of FY 2006. However, given the urgency of moving forward, the federal NIMS Integration Center (NIC) is encouraging everyone involved with emergency response and preparedness to start to familiarize themselves with NIMS concepts and principles and begin activities that will lead to system implementation as soon as possible. For example, those agencies that are not already using the ICS should begin taking steps to institutionalize the use of ICS across their entire response systems.

Suggested First Steps to Take

Per guidance from the Department of Homeland Security, all jurisdictions and disciplines must take the steps necessary to incorporate NIMS in planning, training, exercises, and operations.

Planning

Federal, state, regional, county, municipal and agency preparedness and response plans must include use of ICS and incorporate NIMS concepts and National Response Plan principles. Comprehensive emergency management plans, emergency operations plans, terrorism incident annexes and similar plans should be reviewed and revised as needed.

Training

ICS training is being offered at the federal, state, and local level. All first responders should be encouraged to take the essential and suggested training as recommended by the Training Matrix. An important first step should be a requirement that all first responders take both of the following on line courses:

IS-100 - Introduction to the Incident Command System
IS-700 - National Incident Management System (NIMS), An Introduction

Once these introductory courses have been taken, first responders should take the following courses in turn, are required by their role or position:

I-200 - Basis ICS (or ICS for Law Enforcement) or IS-195 Basic Incident Command System (EMI)
I-300 - Intermediate ICS
I-400 & I-401 - Advanced ICS
I-402 - ICS for Executives

NIC guidance will be forth coming on relevant training, standards, and technical support available to all regarding the NIMS process.

Exercises

Exercises must include the use of ICS and incorporate NIMS concepts and National Response Plan principles. Exercises should also encompass the use of the Homeland Security Evaluation and Exercise Program (HSEEP) which will work closely with the NIMS and the NIC to ensure compliance within federally funded exercises (if you use federal grants to pay for exercises you will be expected to follow the guidelines within HSEEP.)

Operations

As soon as new plans have been implemented, emergency operations should be carried out in accordance with plans, training and exercises. ICS concepts will need to be integrated into field operations and forward command posts.

Embracing NIMS

Compliance indicators would include embracing NIMS as evidenced by jurisdictions and agencies demonstrating the following attributes:

• ICS and Single Command/Unified Command are used for incident response operations.
• Demonstrated interoperability of equipment and communications
• Certification of emergency response and incident management personnel in ICS.
• Application of NIMS standards to qualification, training and certification of response personnel.
• Use of NIMS criteria to "type and categorize" resources, to include equipment, teams and personnel.
• Participation in realistic exercises to improve integration and interoperability.
• Field personnel possess the minimum knowledge, skills and experience necessary to perform activities safely and effectively.
• Use of a Joint Information system (JIS) for public information.
• Identification of one or more preparedness organizations responsible for the jurisdictional and inter-jurisdictional coordination of NIMS preparedness requirements.
• A local ordinance or resolution or proclamation stating that the jurisdiction is NIMS compliant.
• Executives support and endorse NIMS/ICS, and have been trained.
• Policies and procedures exist on use of ICS for all "players" and all hazards.
• All aspects of community emergency management (preplanning through AARs) are ICS driven.
• NIMS is integrated into CEMP (or EOP) Concept of Operations; ICS authorities stated.
• Jurisdiction's plans include NIMS coordination with regional, state, federal plans.
• NIMS is integrated into the EOC organization, concept of operations and procedures.
• ICS forms are used for documentation.
• The State Field Operations Guide (ICS-based) is distributed and utilized.
• ICS training is scheduled and on-going for all levels of responders and executives; training records.
• Internal department directives, SOPs on use of ICS exist.
• The ICS system and terminologies are integrated into the first responder "culture."
• Documentation of ICS use in drills and exercises.
• After Action Reports show the use of NIMS and ICS.
• Use of NIMS is stated in mutual aid agreements.
• Use of Incident Action Planning at both Command Posts and EOCs.
• A NIMS "gap analysis" completed and a plan exists to get the jurisdiction into 100% compliance.

Conclusion

Adoption of NIMS will progress in stages both locally and nationally. Each stage will be referenced against standards; training criteria associated with the functions or tasks; the availability of training programs and technical assistance, and the provision of evaluation methods that jurisdictions may use to review and assess their programs against NIMS requirements. Implementing the NIMS is a dynamic process and maintenance will be required on an ongoing basis, not a single action program.

Appendix A: Definitions

Area Command (Unified Area Command). Established as necessary to provide command authority and coordination for two or more incidents in close proximity. Area Command works directly with Incident Commanders. Area Command becomes Unified Area Command when incidents are multi-jurisdictional. Area Command may be established at an EOC facility or at a location other than an ICP.

EOCs: Emergency Operating Centers. EOCs are used in various ways at all levels of government and within private industry to provide coordination, direction, and control during emergencies. EOC facilities can be used to house Area Command and MACS activities as determined by agency or jurisdiction policy.

ICP: Incident Command Post. The location of the on-scene incident management organization comprised of the Incident Commander (IC), other designated incident management officials and responders. Typically, the ICP is located at or in the immediate vicinity of the incident site and is the locus for the conduct of direct, on-scene control of tactical operations. Incident planning is also conducted at the ICP.

ICS: Incident Command System. The incident management system used to direct all operations at the incident scene. The Incident Commander (IC) is located at an Incident Command Post (ICP) at the incident scene.

MACS: Multiagency Coordination Systems. An activity or a formal system used to coordinate resources and support between agencies or jurisdictions. A MAC Group functions within the MACS, which interact with agencies or jurisdictions, not with incidents. MACS are useful for regional situations. A MAC can be established at a jurisdictional EOC or at a separate facility.

NIMCAST. NIMS Compliance Assurance Support Tool

NIMS. National Incident Management System

UC: Unified Command. An application of ICS used when there is more than one agency with incident jurisdiction. Agencies work together through their designated Incident Commanders at a single ICP to establish a common set of objectives and strategies, and a single Incident Action Plan