



Planning, Training Exercise Operations Committee

(This is not meant to be an exhaustive list rather, a synopsis of what may be expected)

In emergency management, planning, training, and exercise operations are critical for effective disaster response and recovery, forming a continuous cycle that enhances preparedness and resilience.

- **Planning/Purpose:**
 - To establish procedures, roles, and responsibilities for responding to various emergencies, ensuring efficient coordination and communication. Planning, training, and exercise operations are interconnected and crucial for building a resilient community capable of responding to and recovering from emergencies effectively. After-Action Reviews (AARs) are conducted thorough evaluations of exercises to identify lessons learned and areas for improvement. Corrective actions may be taken based on the findings of AARs to enhance preparedness and response capabilities.
- **Key Elements:**
 - **Emergency Operations Plan (EOP):** A document outlining procedures and responsibilities for an organization or jurisdiction in the event of an emergency.
 - **Risk Assessment:** Identifying potential hazards and vulnerabilities to inform planning and resource allocation.
 - **Scenario Development:** Creating realistic scenarios to test plans and identify potential gaps.
 - **Coordination:** Establishing clear communication channels and working relationships between different agencies and organizations.
 - **Resource Allocation:** Determining the resources needed for response and recovery, including personnel, equipment, and funding.
- **Training:**
 - To equip individuals and organizations with the knowledge, skills, and abilities necessary to effectively respond to emergencies.
 - **Basic and Specialized Training:** Providing foundational knowledge and skills, as well as training tailored to specific roles and responsibilities.
 - **Incident Management Training:** Equipping personnel with the skills to manage incidents effectively, including communication, coordination, and decision-making.
 - **Scenario-Based Training:** Using realistic scenarios to practice response procedures and refine skills.
 - **Continuing Education:** Ensuring that personnel stay up to date on best practices and emerging threats.
- **Exercise Operations:**
 - To test emergency plans and training effectiveness, identify gaps, and improve response capabilities via tabletop, functional, and full-scale exercises.

If you are interested in joining this committee and/or would like more information, please reach out to Chairs, Dan Reece at: danntab1@msn.com or JD Van Way at jd.vanway@1898andco.com, or Sadaf Nezami (Planner) at: Nezamisadaf142@gmail.com.

You may also reach out to the KCR COAD Chair, Dr. Jennifer L'Heureux at: Jennifer.LHeureux@dmh.mo.gov

Meetings are being scheduled. Please reach out for updates.

Planning, Training, Exercising, Operations Committee (PTEOC)

As of 25March25

Greetings! If you are reading this then you are the newest member of the KCRCOAD Planning, Training, Exercising and Operations committee (PTEOC) team. Welcome! and thank you for volunteering to help save lives and reduce suffering of our communities and my neighbors. Your efforts and input are valued as we move forward with the KCRCOAD mission.

This committee is great opportunity to meet other EM partners and increase your skill sets in Planning, Training, Exercising and Operational Response and Recovery. In Planning you could support our KCRCOAD Membership Committee in helping our KCRCOAD members determine their capabilities in the Mission Ready Package (MRP) format and see how Emergency Management planners consider factors and issues before an incident so that when we, the EM community, go into RESPONSE operations then transition into RECOVERY operations the result should be more effective. In Training you'll have the chance to increase your knowledge and meet other EM training partners and help identify training opportunities for our committees and our KCRCOAD general members to help us prepare for a more effective RESPONSE and RECOVERY. You can also help shape and mentor the next generation of leaders with our KCRCOAD Internship Program. In Exercises you will gain valuable experience in exercise planning, development, and execution working with Federal, State, Regional, local EM and KCRCOAD exercise partners. We have a prebuilt scenario AVENGERS ASSEMBLE TTX that we will run annually with a different focus on a KCRCOAD capability each year so we aren't starting from scratch! You could be in the White/Control cell and/or participate as your role in KCRCOAD operations helping get the capabilities to the scene to save lives and reduce suffering. In Operations you would be part of standing up (activating) our KCRCOAD Emergency Operations Center (EOC) in support of city/county Incident Commanders actual Requests For Assistance (RFA)!

To begin with let's discuss our primary focus- Response and Recovery operations. While there are the 5 phases of Emergency Management: Prevention; Mitigation; Preparedness; Response; and Recovery the KCRCOAD's primary focus is on RESPONSE and RECOVERY. We do a little internal to the KCRCOAD PREPAREDNESS with our Training and Exercising teams for our KCRCOAD members and community partners. That being said, the ESF and RSFs that we focus on are 6, 8, 5, 11 in that order. There are other Regional EM partners (MEMC, MARC, CDRN, etc.) who are working other ESF/RSFs and you'll get plenty of opportunity to meet with and synchronize with their teams. Our Recovery experts will identify the primary RSF and the operational structure in the future.

Emergency/Incident Operations

The PTEOC team's Emergency/Incident Operations primary efforts are focused on how we can rapidly and effectively stand up the KCRCOAD Emergency Operations Center (KCRCOAD EOC).

When an Emergency or Incident (either natural or man-made) occurs in the KCRCOAD region the PTEOC chair (or, if the Chair is unavailable, any PTEOC member) will **[PARTIAL ACTIVATION]** contact (text) the KCRCOAD Executive Committee (EC) to:

1. Determine the availability of the EC members to virtually convene
2. Discuss any actual receipt of Request For Assistance (RFA) from the impacted city Incident Commander (IC) or County Emergency Management Director (CEMD).
3. Absent an actual receipt of a RFA, discuss the possibility of immediate and future RFAs that could require KCRCOAD membership support. This discussion will drive any changes to the KCRCOAD EOC posture and when/if to meet again.

If there is/are RFAs from the city IC and/or CEMD then the KCRCOAD EOC will **[FULL ACTIVATION]** be fully activated and each of the KCRCOAD Committees (if needed) will activate their EMERGE/CNY/INCIDENT OPERATIONS section of their committee description. For example, the Membership Committee Chair, once activated, will be the KCRCOAD EOC Operations Section Chief, and the PTEOC Chair (or, if the Chair is unavailable, any PTEOC member) will be activated as the initial KCRCOAD EOC Director to lead our KCRCOAD EOC efforts.

In **FULL ACTIVATION** the KCRCOAD EOC Director will:

1. Build the KCRCOAD EOC briefing slide deck with input from the impacted IC/EOCs
 - a. Map of each incident site with IC information and if their EOC(s) are activated.
 - b. By incident site, appropriate initial estimated metrics (number of impacted people, damaged homes, loss of Life Lines (Critical Infrastructure/Key Resources) etc.).
 - c. Schedule of meetings (MAC, EOCs, MEMC, etc.).
 - d. Actual RFAs from the IC/EOC and County EMD.
 - e. Weather forecast.
 - f. Other relevant information.
 - g. Load the slides to the named folder in the KCRCOAD Google drive.
2. Work with our KCRCOAD Operations Chief to assemble the RFAs in excel format then lead the KCRCOAD's EOC's Initial then Detailed Mission Analysis for KCRCOAD members support to the RFA mission(s).

- a. Initial Mission Analysis- Does the KCRCOAD have the capability in any of our member's Mission Ready Packages? Are we aware if any of our members have the capability to support the RFA missions?
 - b. Detailed Mission Analysis-If YES to the Initial Mission Analysis, then the KCRCOAD Operations Section Chief (the Membership Chair) will contact the member organization to get a current update on their MRP status and/or discuss options to support each actual RFA.
3. Support the KCRCOAD EOC's Operations, Logistic Chiefs and Public Information Officer's mission sets.
4. Frame the triggers to transition from Response to Recover Phases
5. Frame the triggers to reduce the posture level (frequency of meeting and standing down of the KCRCOAD EOC).
6. Led the AAR to include improvements to the KCRCOAD Emergency/Incident Operations Guidebook (EIOG) [this document] and each Committee's EMERGE/CNY/INCIDENT OPERATIONS section of their committee description
7. ?
8. ?

Planning, Training, Exercising, Operations Committee (PTEOC) ORGANIZATIONAL CHART

As of 25 March 2025

Kansas Co-Chair Paul Marx
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