

# KITTITAS COUNTY, WASHINGTON

## COMPREHENSIVE EMERGENCY MANAGEMENT PLAN

### APPENDIX 4

#### \*\* TRAINING, EXERCISES & DRILLS \*\*

#### I. INTRODUCTION

##### A. Purpose

To provide exercise, training, and public education programs to improve the skills of emergency management personnel and to ensure maximum readiness for state and local jurisdiction officials, employees, and volunteers assigned emergency responsibilities, as well as, the public.

#### II. CONCEPTS OF OPERATIONS

##### A. General

Emergency management exercises, training and public education are vital to the effectiveness of the comprehensive emergency management plan and its supporting procedures. These activities validate the operational concepts and resource preparations needed to carry out emergency functions.

##### B. Training

The training program is designed to enhance proficiency in general emergency management subjects and to train emergency management personnel for their roles under operational plans and procedures. These activities take place at every level of government, as well as, in volunteer organizations and private business.

##### C. Exercise and Drills

1. Exercises are conducted to determine if plans and procedures are operationally sound and to meet mandated requirements. Thorough critiques by participants, controllers, and evaluators identify strengths and weaknesses encountered during the exercise. Changes to plans and procedures are incorporated immediately, if necessary, or in the next review cycle. If an exercise reveals a proficiency problem, training is enhanced to address that need.
2. Drills are supervised instruction sessions designed to maintain and develop skills in specified areas. A drill can be part of an exercise.

##### D. Public Education

Public education programs are a vital aspect of emergency/disaster mitigation, preparedness, response, and recovery. A prepared public is the first line of defense. Public education provides all-hazard awareness and preparedness

programs for every facet of the countywide community. These programs will ultimately decrease the number of dead and injured, reduce the demand on emergency and other services and empower people to maintain control over the quality of their lives in times of disaster.

### III. RESPONSIBILITIES

#### A. General

1. The County emergency management Sheriff/Director is responsible for developing and implementing exercise, training, and public education programs to ensure emergency management personnel are adequately prepared to meet emergency needs.
2. Local jurisdictions should conduct annual exercises to validate the effectiveness of their emergency preparedness plans and procedures. Exercises mandated by contract or other requirements may be used to satisfy this requirement.
3. State and local jurisdiction agencies may request and receive assistance from Washington Military Department, Emergency Management Division (EMD), in the development and implementation of training exercises for state and local emergency management plans. Financial assistance may be available through state EMD from the Federal government.

#### B. Local Jurisdictions

1. Determine local training and public education requirements in coordination with state EMD.
2. Ensure participation of emergency management staff and associated integrated emergency management personnel in professional development training.
3. Coordinate emergency management exercises and training activities with other local agencies.

#### C. State Agencies

1. The state EMD maintains overall responsibility for disaster exercise, training, and public education.
2. Other state agencies cooperate with state EMD and the Federal Emergency Management Agency to develop and implement on-going emergency management training, to facilitate plan and procedure development and evaluation, and to assist emergency management personnel as they carry out their emergency duties and responsibilities.