



# Ohio EMA Field Journal

Supporting Local Programs through Grants, Training, Exercising, Planning and Field Support

April 2015 - Issue 16

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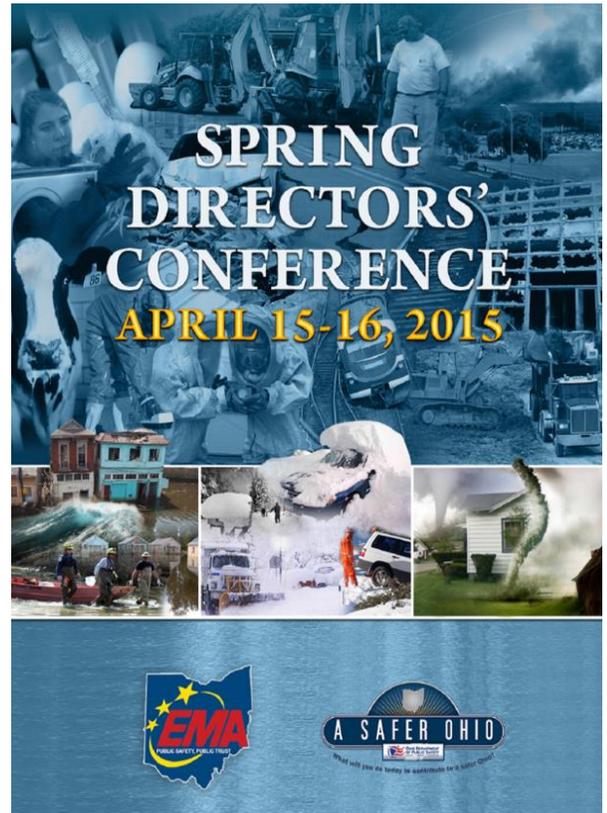
## SPRING DIRECTORS' CONFERENCE

April 15 – 16, 2015  
Crowne Plaza Columbus North  
6500 Doubletree Avenue  
Columbus, Ohio 43229

**New This Year** – Ohio EMA will have an opportunity for conference attendees to meet with Ohio EMA staff from the following sections: Mitigation, Recovery, Training, Exercise, Radiological, Planning, Grants and Field Support. Our staff will be outside of the main conference room during the entire conference to assist with any questions you might have about the various programs.

**See attached flyer for details.**

There will also be a table for Ohio WARN as well as the National Domestic Preparedness Consortium (NDPC) and the Rural Domestic Preparedness Consortium (RDPC).



## TRAINING UPDATE

Beginning April 1, 2015, a FEMA Student Identification (SID) Number is required for the completion of **FEMA's Independent Study Program Courses** such as IS-100.b Introduction to the Incident Command System, ICS-100. The SID number will replace the use of a student's Social Security Number when submitting the final course exam. Go to <https://cdp.dhs.gov/femasid> and click on "Register for a FEMA SID". It only takes a few minutes to apply.

As part of the Ohio Environmental Health Association annual education conference on April 23-24<sup>th</sup> in Columbus, a 4-hour webinar is being offered for sanitarians, dietitians, Certified Dietary Managers, hospital/nursing home administrators and emergency management professionals. The 2 or 4-hour session can be purchased as a real-time webinar on April 23<sup>rd</sup> or for up to one full year after the event (Until 4/22/16). See attached training flyer for details.

Contact: Suzanne Krippel MPH, RS, Program Manager, Food Defense with Cuyahoga County Board of Health at: 216.201.2001 ext. 1242 or 216.854.7067



## GRANTS GALLERY

### Environmental and Historical Preservation (EHP) Survey

**Should I submit an Environmental and Historical Preservation (EHP) Survey sheet for this project to be purchased with SHSP or EMPG?** That is the question on everyone's mind. In order to not jeopardize your reimbursements, EHPs are needed for all "fixed" items. That includes everything from the foundation of a structure including putting nails in walls, to putting in a mailbox or sign in the ground. Anything that requires installation must have an EHP to show its impact to the structure and area. While it may be listed in your budget or work plan, that indicates it is an eligible project. But it needs to be approved BEFORE you go ahead with the work. Many ask "why would we need an approval if we are not requesting the funds for labor or installation?" Using the funds to purchase equipment to be installed attributes federal dollars to that project and is subject to all federal laws. Please keep in mind not just the **Location** is reviewed but also the **Scope of Work**. If you have an approved EHP and the current scope of work was not included, it would require a new EHP review. Still unsure of whether it requires an EHP survey form? Save some time and money and give the grants section a call or email.

### Sole Source Procurement/Contracts

A **sole source** form indicates that the company you are contracting to is the only company that can provide the service that supports your project. Identifying a contractor as a sole source should be the exception, it is not the rule. **'Sole' means 'the one and only.'** Sole source procurement is procuring a product or service without competition. It should be used only when:

- There is only a single source for the material or service; or
- No reasonable alternative source exists.

If neither is applicable then your procurement must follow open competitive procedures. That means you need proof of three quotes or to bid, depending on your county bidding threshold. (and don't forget your EHP!)

The sole source form submitted to your grant specialist should list what research was done and any further documents showing the sole source is necessary.

For more information, contact the Preparedness Grants Branch. You must meet **all local, state, and federal procurement process requirements. Whichever is more stringent must take precedence.** Using GSA or State Term does not meet the local competitive process for sub-grantees. You may use them as a quote; however, you would need two other quotes for proper documentation for purchases not meeting the bidding requirement threshold.

**Contracts should be reviewed periodically to assure reasonable cost and assure they are not expired, but current.**

**Grants staff will be at the Director's Conference on April 15 and 16 to help answer any grant questions you may have.**

### Deadlines

Quarterlies are due for all Preparedness Grants on April 15.

Questions on these topics can be forwarded to Kathleen Nelson, Grants Administrator at [KNelson@dps.ohio.gov](mailto:KNelson@dps.ohio.gov) or by phone 614-799-3836



## FIELD SUPPORT

### FIELD OFFICES

The Regional Operations Branch is in the process of establishing regional offices in five locations around the state. **The target date for the regional offices being operational is May 2015.** Progress is being made to complete hiring for the supervisor positions. Until notified, please continue to work with your current field liaisons. It is our goal that the counties receive all needed support and the transition will be as smooth as possible. If there are questions or concerns, please contact Russ Decker at (614) 889-7152 or email at [rjdecke@dps.ohio.gov](mailto:rjdecke@dps.ohio.gov).

#### Region 1

Northwest Ohio office will be located in Findlay (Hancock County)  
8210 County Road (CR) 140  
Findlay, Ohio 45840

#### Region 2

Northeast Ohio office will be located in Parma (Cuyahoga County)  
12000 Snow Road  
Parma, Ohio 44130

#### Region 3

Central Ohio office will be located in Columbus (Franklin County)  
2855 West Dublin Granville Road  
Columbus, Ohio 43235

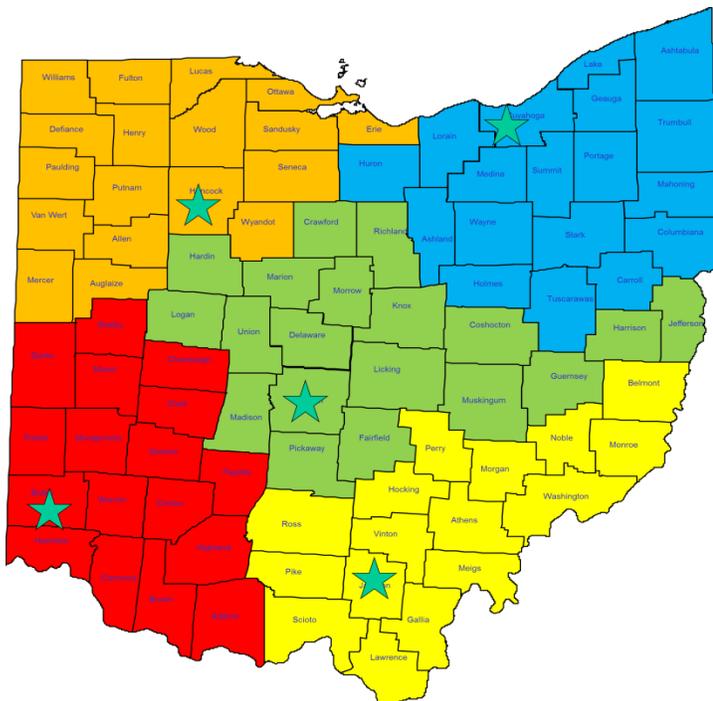
#### Region 4

Southwest Ohio office will be located in West Chester (Butler County)  
2950 East Crescentville Road  
West Chester, Ohio 45069

#### Region 5

Southeast Ohio office will be located in Jackson (Jackson County)  
502 Mc Carty Lane  
Jackson, Ohio 45640

All offices will be located in existing DPS facilities, most of them in BMV offices. Floor plans are being finalized and offices will soon be constructed. Equipment is being gathered to include vehicles, office furniture and office equipment. We are also working on orientation and training of our new-hires.



NW – 18  
NE – 18  
C – 19  
SW – 17  
SE – 16



Lucas County: Ice jam river flooding at Side Cut Park (Toledo News Now March 2015 photo)



## FEATURED COURSE FOR APRIL

This is the perfect time of year to attend the “Weather” course. Excellent feedback is received by participants.

# EMA-G271 Hazardous Weather & Flooding Preparedness

Provided by Ohio Emergency Management Agency

Field Operations, Training and Exercise Branch

May 5-7, 2015

**Course Description:** This free course provides training for local and state emergency managers who respond to hazardous weather events, while promoting partnership and coordination between the National Weather Service (NWS) and emergency managers. The goal of this course is to enhance the emergency managers’ ability to recognize potentially hazardous weather and flooding situations so they are equipped to plan appropriately and to coordinate effective responses.

**This is an “Elective” course in the Advanced Professional Series (APS) program.**

**Course Dates:** May 5-7, 2015  
**Application Deadline:** April 21, 2015  
**Time of Course:** Registration: 7:30 AM - 8:00 AM  
Course Time: 8:00 AM - 5:00 PM



**Location:** Ohio Emergency Management Agency  
2855 West Dublin Granville Road  
Columbus, OH 43235

**Enrollment:** Students must enroll via the Department of Public Safety Training Campus website: <https://trainingcampus.dps.ohio.gov/cm6/cm0682/pstc/pstc.html> . Students experiencing difficulty enrolling should call Ohio EMA Training at (614) 799-3666 / 3824 for assistance with registration. Course registration will generally close 10 working days prior to the course start date. You can check your enrollment / approval status via the Department of Public Safety Training Campus website.

FY 2014/2015 Ohio EMA Training Catalog at <http://ema.ohio.gov/Training.aspx> provides additional information.

**State Point of Contact:** Susan Traylor, State Training Officer, Ohio Emergency Management Agency, (614) 799-3666, [sctraylor@dps.state.oh.us](mailto:sctraylor@dps.state.oh.us)





## UPCOMING TRAINING

1	G290 & G291 Basic Public Information Officer Series	April 7-9, 2015	Ohio EMA
2	ICS-300 Intermediate ICS	April 11-12 & 18, 2015	Darke County
3	ICS-300 Intermediate ICS	April 14 – 16, 2015	Franklin County
4	OH-200 Spring Directors' Conference	April 15 - 16, 2015	Ohio EMA - Crown Plaza
5	ICS-400 Advanced Course	April 16 – 17, 2015	Franklin County
6	ICS-400 Advanced Course	April 18 – 19, 2015	Darke County
7	G775 EOC Management and Operations	April 23-24, 2015	Cuyahoga County
8	G402 ICS Overview for Executives and Senior Leaders	April 28, 2015	Lucas County
9	ICS-300 Intermediate ICS	April 28 – 30, 2015	Summit County
10	ICS-300 Intermediate ICS	May 5 – 7, 2015	Hamilton County
11	G271 Hazardous Weather & Flood Preparedness	May 5 - 7, 2015	Ohio EMA
12	MGT906-Incident Command System (ICS) TtT (L-449)	May 5 - 8, 2015	Ohio EMA
13	ICS-400 Advanced ICS	May 6 – 7, 2015	Summit County
14	ICS-300 Intermediate Course	May 9, 10 & 16, 2015	Wayne County
15	L956 Liaison Officer Course	May 12 – 13, 2015	Cuyahoga County
16	G290 & G291 Basic Public Information Officer Series	May 13 – 15, 2015	Lucas County
17	PER-304 Social Media for Natural Disaster Response & Recovery	May 14, 2015	Ohio EMA
18	G-289 Public Information Officer (PIO) Awareness Course	May 15, 2015	Ashtabula County
19	ICS-300 Intermediate ICS	May 16 - 17, 2015	Guernsey County
20	ICS-400 Advanced Course	May 16 - 17, 2015	Wayne County
21	ICS-300 Intermediate ICS	May 18 - 20, 2015	Parma County
22	G191 ICS/EOC Interface Course	May 19, 2015	Medina County
23	ICS-300 Intermediate ICS	May 19 - 21, 2015	Fulton County
24	ICS-400 Advanced ICS	May 21 - 22, 2015	Parma County
25	G402 ICS Overview for Executives and Senior Leaders	May 20, 2015	Cuyahoga County
26	ICS-400 Advanced Course	May 21 - 22, 2015	Jackson County
27	G290 & G291 Basic Public Information Officer Series	June 1 - 3, 2015	Cuyahoga County
28	G-557 Rapid Needs Assessment Course	June 9, 2015	Ohio EMA
29	ICS-400 Advanced ICS	June 10 - 11, 2015	Hamilton County
30	G361 Flood Fight Operations	June 10 -12, 2015	Hamilton County
31	G557 Rapid Needs Assessment Planning	June 11, 2015	Cuyahoga County
32	G290 & G291 Basic Public Information Officer Series	July 14 -16, 2015	Medina County
33	Tornado Awareness Course	June 16, 2015	Ohio EMA
34	ICS-300 Intermediate ICS	June 16 - 18, 2015	Medina County
35	AWR-319 Leveraging Tools for Conducting Damage Assessments	June 18, 2015	Ohio EMA
36	ICS-400 Advanced ICS	June 18 - 19, 2015	Medina County
37	ICS-400 Advanced ICS	July 14 – 15, 2015	Fulton County
38	ICS-300 Intermediate ICS	July 18, 19 & 25, 2015	Medina County
39	ICS-400 Advanced ICS	July 25 - 26, 2015	Medina County
40	G288 Local Volunteer & Donations Mgmt & G489 Mgmt of Spontaneous Volunteers	Sept. 16-18, 2015	Ashtabula County
41	G108 Community Mass Care	Sept. 17-18, 2015	Cuyahoga County
42	ICS-300 Intermediate ICS	September 21 - 23, 2015	Franklin County
43	ICS-400 Advanced ICS	September 23 – 24, 2015	Franklin County
44	ICS-400 Advanced ICS	October 13 -15, 2015	Fulton County



## CONTACT CORNER

**Evan Schumann**  
Executive Director  
(614) 889-7180

[ewschumann@dps.ohio.gov](mailto:ewschumann@dps.ohio.gov)

**Sima Merick**  
Assistant Director  
(614) 799-3674

[smerick@dps.ohio.gov](mailto:smerick@dps.ohio.gov)

**Russ Decker**  
Deputy Director  
(614) 889-7152

[rjdecker@dps.ohio.gov](mailto:rjdecker@dps.ohio.gov)

**Patrick Sheehan**  
Operations Administrator  
(614) 799-3693

[pcsheehan@dps.ohio.gov](mailto:pcsheehan@dps.ohio.gov)

**Stacie Massey**  
Administrative Officer  
(614) 889-7175

[slmassey@dps.ohio.gov](mailto:salmassey@dps.ohio.gov)

## PREPAREDNESS BRANCH

**Andrew Elder**  
Preparedness Branch Chief  
(614) 889-7178  
[adelder@dps.ohio.gov](mailto:adelder@dps.ohio.gov)

### TRAINING AND EXERCISE

**David Nunley**, Training & Exercise Supervisor  
Phone: (614) 799-3677  
[dbnunley@dps.ohio.gov](mailto:dbnunley@dps.ohio.gov)

Keven Clouse, Exercise Program Coordinator  
Phone: (614) 889-7163  
[kclouse@dps.ohio.gov](mailto:kclouse@dps.ohio.gov)

Lisa Jones, Training Coordinator  
(ICS, EMI and Consortium Site Courses)  
Phone: (614) 799-3824  
[ljones@dps.ohio.gov](mailto:ljones@dps.ohio.gov)

Susan Traylor, Training Coordinator  
(FEMA G Courses and HazMat Courses)  
Phone: (614) 799-3666  
[sctraylor@dps.ohio.gov](mailto:sctraylor@dps.ohio.gov)

### PLANNING

**Phillip R. Johnson**, Planner Supervisor  
(614) 799-3680  
[prjohnson@dps.ohio.gov](mailto:prjohnson@dps.ohio.gov)

Brad Schwartz, Planner  
(614) 799-3839  
[baschwartz@dps.ohio.gov](mailto:baschwartz@dps.ohio.gov)

Rudi Blaser, Planner  
(614) 799-3825  
[rblaser@dps.ohio.gov](mailto:rblaser@dps.ohio.gov)

Portia Pulsifer, Planner  
(614) 889-7167  
[ppulsifer@dps.ohio.gov](mailto:ppulsifer@dps.ohio.gov)

Chas Keeley, Planner  
(614) 799-3655  
[crkeeley@dps.ohio.gov](mailto:crkeeley@dps.ohio.gov)

Rhonda Meggitt, Planner  
(614) 799-3838  
[rmeggitt@dps.ohio.gov](mailto:rmeggitt@dps.ohio.gov)

Josh Sigmon, Planner  
(614) 799-3827  
[jsigmon@dps.ohio.gov](mailto:jsigmon@dps.ohio.gov)

## REGIONAL OPERATIONS

**Russ Decker**  
Regional Operations  
(614) 889-7152  
[rjdecker@dps.ohio.gov](mailto:rjdecker@dps.ohio.gov)

### Central Ohio - Franklin County

2855 W. Dublin-Granville Road, Columbus, Ohio 43235

**Rick Warren**, Supervisor  
(614) 889-7169  
[rwarren@dps.ohio.gov](mailto:rwarren@dps.ohio.gov)

Dan Winningham, field support  
(614) 889-7159  
[dwinningham@dps.ohio.gov](mailto:dwinningham@dps.ohio.gov)

### Northwest Ohio - Hancock County

8210 County Road (CR) 140, Findlay, Ohio 45840

Leslie Bricker, Field Support  
Phone: (614) 799-3830  
[lbricker@dps.ohio.gov](mailto:lbricker@dps.ohio.gov)

### Northeast Ohio - Cuyahoga County

12000 Snow Road, Parma, Ohio 44130

**Southeast Ohio - Jackson County**  
502 Mc Carty Lane, Jackson, Ohio 45640

**Darren Price**, Supervisor  
Phone: (614) 799-3660  
[deprice@dps.ohio.gov](mailto:deprice@dps.ohio.gov)

Lorie Haukedahl, Field Support  
Phone: (740) 532-0463  
[lhaukedahl@dps.ohio.gov](mailto:lhaukedahl@dps.ohio.gov)

### Southwest Ohio - Butler County

2950 East Crescentville Road, West Chester, Ohio 45069

## GRANTS (a section of Business Services)

**Kathleen Nelson**, Grants Supervisor  
Phone: (614) 799-3836  
[knelson@dps.ohio.gov](mailto:knelson@dps.ohio.gov)

Joseph Haller, Grant Specialist  
Phone: (330) 837-3078  
[jdhaller@dps.ohio.gov](mailto:jdhaller@dps.ohio.gov)

Dan Green, Grant Specialist  
Phone: (614) 799-3820  
[dpgreen@dps.ohio.gov](mailto:dpgreen@dps.ohio.gov)