



To: COMO Mary Kirkwood, DCOS Dean McFarren, DCAPT Jerry Edelen,  
D-11n Board & Staff, Q-Directorate

From: Bruce Martin, DSO-IM

Date: July 4, 2019

Subject: Incident Management (IM) Report

- IM Staff & Goals 2019
- Asst EPLO
- Everbridge
- News from National – LOTS!
- Sec SF COOP

### **IM Staff & Goals 2019**

ADSO/Deputy - Alan Stanton  
ADSO Bryce Leinan  
ADSO Nikolay Zhrebnekov

Goals this year:

1. Refine and continue Everbridge drills
2. Explore/facilitate initial ICS position training - e.g. Staging Area Manager, resources unit, situation unit, PIO, etc. **[ON hold pending guidance from Q Directorate].**
3. Formulate D11n AUXIMT (incident management team) plan, recruitment, training. **[ON hold pending guidance from Q Directorate].**
4. Encourage participation in any available gold side exercise.

### **Asst EPLO Work**

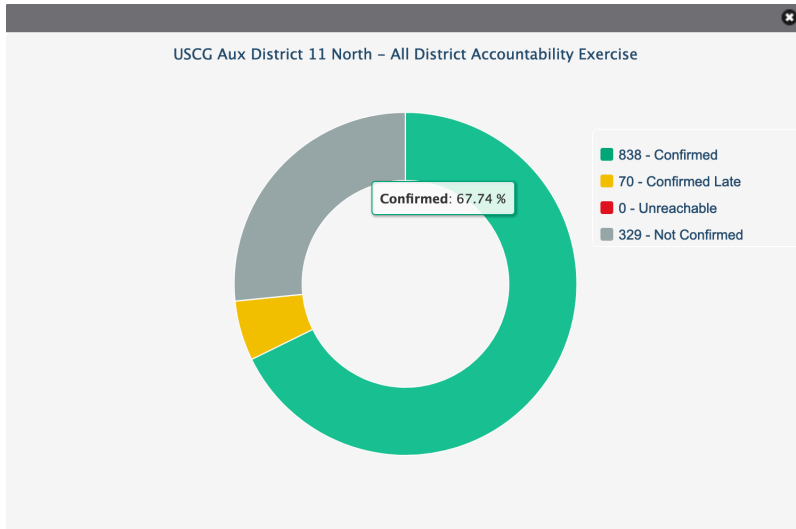
Nothing to report.

### **Everbridge Exercise July**

We held an all-member Everbridge exercise on Saturday, July 20. ADSO Bryce Leinan handled and reported back:

Overall, we have around 67.74% of the district checked into Everbridge as of 5 PM. At the 30 minute point after the test started, we had a 54.81% response, with 64.35% responding at the one-hour mark.

This is a slip from the last tests.



Any Division or program wishing a customized test of Everbridge, please contact me and we can design and arrange it.

**News from National**

I have attached July's IM conference call minutes for your awareness; there is a lot of movement right now:

Date: 25JUL2019

Attendees: Cady, Gleason, COMO Tippet, COMO Zinner Bishop, Pegram, Manning, Martin, Thomas, Marzano, Dr. Heid, Layeni, Harris Ashmore, Ellis, Nepple, Bell

OneResponder–FEMA has developed an application for all response agencies including VOADs (Volunteer Organizations Active in Disasters) to track personnel with Incident Management (IM) qualifications. AUXDATA is limited in its ability to track IM related qualifications. The Q Staff is preparing a proposal to NEXCOM to document all CG Auxiliary with IM-related qualifications in One Responder. An initial beta test of the system would include members of the Q Staff, all DSO-IMs, and members who volunteer to support the IMACC. The One Responder system can track both qualifications and medical related information. The Q Directorate intends to only use the qualification tracking capabilities and avoid the PII and HEPA concerns of documenting members medical records within the system. Q Directorate will prepare a white paper for NEXCOM and CG-BSX consideration. Steve Pegram is the Q Directorate POC for One Responder.



2. GAP Analysis 2019 is currently in beta test at D1(NR/SR) and D7. The initial feedback from D1 and D7 has been positive. Q staff will provide a presentation and overview at NACON in Orlando. Questions related to Gap Analysis should be directed to Kevin Cady.

3. Q Directorate is in the final stages of preparing an training instruction and modifying the new FEMA ICS-300 for CG AUX courses. Once completed, the draft training guide will be distributed to the DSO-IMs for review and comment. Currently, the CG AUX does not have instructors approved to teach the ICS-300 course. Once the final training guide is approved, the Q Directorate will be able to approve ICS-300 instructors for teaching the CG AUX version of the FEMA- approved ICS-300 course. The course is designed to meet the FEMA required 21 hours of instruction. Renee Thomas is the lead POC for the ICS-300 project.

4. Senior Auxiliary Technical Specialist (THSP) PQS. Q Directorate is completing its final draft of the Senior Auxiliary THSP PQS. Currently, USCG does not have approved PQS for this position which is one of two AUX related ICS positions included in the USCG Incident Management Handbook (CG-IMH). Once completed, the draft will be distributed to the DSO-IMs for review and comment. Following a final review, the draft PQS will be forwarded to CG-BSX and CG-OEM for consideration. Since this position is listed in the CG-IMH, the USCG may have to issue the PQS. CG AUX is not currently authorized by CG- OEM and CG-BSX to issue any ICS-related qualifications. We have approval to develop and distribute ICS job aids but the CG AUX cannot issue ICS-related qualification. The Q Directorate will be presenting a proposal to CG-BSX and CG-OEM to consider allowing the CG-AUX to develop PQS for positions not currently issued Type 3 or higher qualification including Check-In / Recorder, Situation Display Processor and other positions that are generally included as ICS-Staff positions. The Q Directorate believes that there is enough unique aspects to each of these positions to enable the development of position-specific PQS. Questions regarding the THSP PQS should be directed to Donna Cole. Other AUX-related PQS issues should be directed to Q Deputy Director, Joe Gleason.

5. Q Directorate is developing rosters for the Incident Management Auxiliary Coordination Cell (IMACC) which directly supports the DIRAUX of an impacted District during a disaster or major response. The IMACC can be assembled from ICS qualified personnel from within the District or from the National staff. The IMACC helps the DIRAUX to identify qualified Auxiliarists, track Auxiliary personnel and equipment, and prepare daily operational and accountability reports for the DIRAUX. Members of the IMACC team were on stand-by for Hurricane Barry and Q staff was in consultation with D8CR DIRAUX, the DCO and DSO-IM. It was noted that there appears to be confusion on the part of some DSO-IMs on the job of the IMACC versus AUX support for a District IMT, District Area Command, or Sector IMT. The role of the IMACC is to assist the DIRAUX with finding qualified AUX members who are available to assist USCG

response operations. Questions regarding the IMACC should be directed to Q Director, Kevin Cady.

6. National Commodore Larry King has scheduled a CG AUX Incident Management Conference for June 2019. The meeting was postponed due to Hurricane Barry. The purpose of the meeting was to discuss Incident Management related issues such as Standardization, training, qualifications, and alignment across all Districts. The meeting may be rescheduled for October 2019. Attendance at the meeting will be coordinated by the NACO and V-NACO.

7. The Incident Management & Preparedness Directorate has submitted a proposal to NEXCOM for a name modification. This is at the direction of headquarters Office of Emergency Management & Disaster Response (CG- OEM) that was previously named Contingency Planning & Exercise Readiness (CG-CPE). The request is consistent with ALCOAST 207/19. Q Directorate is proposing a name change to the Emergency Management & Disaster Response Directorate. The "Q" moniker will remain as will "Q" staff position designations. Refer to ALCOAST 207/19 and send questions / concerns to Kevin Cady.

7. The Q Directorate recently added two new staff members to work on the Q Webpages ( <http://wow.uscgaux.info/content.php?unit=q-dept>). The intent is to update the website to be more user friendly and serve as a one-stop shop for IM- related information for the CG AUX. Questions, comments, and recommendations regarding the website should be directed to Ladi Layeni.

8. The Q Directorate is looking to improve information-sharing and coordination with the DSO-IMs. Periodic meetings between the Q Directorate and the DSO-IMs have fallen short of Q Directorates intent to establish better coordination and improved partnership with the DSO- IMs. As such, Kevin Cady proposed having two staff members serve as liaisons between Q Directorate and the DSO-IMs. Nora Harris (lead) and Ken Jones will be assuming this role with the intent of providing establishing good communications and information flow between the District and National staffs. The team will hold information sessions, share best practices, pass-on meeting notes / reporting between the Q Directorate and each District. Nora Harris is the Q Directorate POC.

9. The draft Auxiliary Deployment Guide is finalized and under review by COMO Zinner, ANACO-RP. This is a generic guide for all personnel tasked with deploying to an active-duty unit for a period of two weeks or more. The guide was developed by a committee represented by the majority of Directorates. Tom Roberson is the lead POC.

Personnel Update: The Q Directorate organizational chart is updated. Branch Assistants John Lopez and Morrie Bishop have been reassigned back to the DVC in Incident Management Division. They will work with Gary Nepple and Steve Pegram in the

EverBridge Program. Branch Chief Nora Harris is reassigned back to the DVC for Contingency Planning and will report to Donna Cole.

### **COOP Sec SF**

We were asked to review language on AUX roles in SEC SF's COOP. We did so and provided edits to SEC SF. The AUX roles will be:

Sector SF and the CG Auxiliary have identified three lanes of effort for CG Aux support to COOP: communications, water transportation, and lodging. All other request for Auxiliary support should be routed through the Auxiliary Sector Coordinator (ASC). As of AUG 2019 the ASC for Sector SF is Commodore Vic Connell [(707) 225-2964].

1. Communications: The Mt. Diablo VHF repeater is maintained by the CG Auxiliary and can be utilized to communicate on VHF Ch. 16, Ch. 14 or Ch. 12.
  - a. Automatic Activation (major Bay Area natural/human incident): CG Aux Comms Duty Officer will activate the Mt. Diablo repeater and attempt to establish radio contact with the Sector SF and offer use of the repeater. If needed, SCC and VTS will coordinate use for channels 16, 14 or 12. [The Aux Duty Officer changes weekly, the SCC maintains current contact info].
  - b. Upon Request: SCC requests use of the Mt. Diablo repeater from the CG Aux Comms Duty Officer.
2. Water transportation of responders: CG Aux will support alternative transport of response personnel via pre-identified pickup locations and any incident specific established locations. This capability is viewed as a stopgap measure until this function is assumed by WETA. Logistics will coordinate with SF Bay AUX Patrol Coordinator. As of AUG 2019 the SF Bay AUX Patrol Coordinator is Mr. Terry Blanchard [(650) 454-4483].
3. Lodging: CG Auxiliary members are willing to assist with lodging support to displaced CG members. This capability is viewed as a stopgap measure until alternative lodging is arranged. Logistics will make requests on an as-needed basis to the Auxiliary Sector Coordinator. As of AUG 2019 the ASC is Commodore Vic Connell, [(707) 225-2964]. There are no pre-identified lodging arrangements.