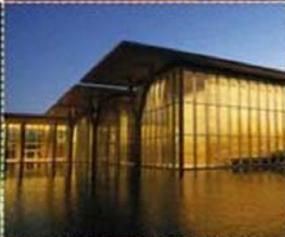


Incident Action Plan  
for

# 2014 AHIMTA EDUCATIONAL SYMPOSIUM

Operational Period

Date From:	12/5/14	Date To:	12/8/14
Time From:	15:00	Time To:	18:00



**ALL-HAZARD IMTS:  
FORGING THE NEXT FRONTIER**  
All-Hazards Incident Management Teams Association  
2014 Annual Educational Symposium  
December 6-12, 2014



# INCIDENT OBJECTIVES (ICS 202)

<b>1. Incident Name:</b> 2014 AHIMTA EDUCATIONAL SYMPOSIUM	<b>2. Operational Period:</b> Date From: 12/5/14 Date To: 12/8/14 Time From: 15:00 Time To: 18:00
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**3. Objective(s):**

1. Provide a safe and comfortable symposium environment for participants, organizers, and the public throughout the duration of the event.
2. Facilitate a symposium environment that promotes learning, networking, and an enjoyable experience.
3. Provide a quality opportunity for the presentation of AHIMT concepts and best practices with emphasis on leading AHIMTs toward future success and "Forging the Next Frontier".
4. Conduct all operations in a safe, efficient, and cost-effective manner.
5. Manage the symposium within the established budget.
6. Conduct all operations with a high degree of professionalism free of discriminatory or harassing remarks or actions.

**4. Operational Period Command Emphasis:**

*Professional and high quality symposium that will set a high standard and raise the bar for the future.*

*Seek opportunities to provide added value for conference attendees, presenters, vendors, and trainers.*

*Deliver the highest quality customer service possible.*

**General Situational Awareness:**

*All personnel maintain constant situational awareness with regards to any possible threats to public safety including unsafe conditions, suspicious persons, or activities. If you see something say something!*

*Cold and flu season is upon us! All personnel should practice recognized communicable disease prevention measures.*

**5. Site Safety Plan Required?** Yes  No  **Approved Site Safety Plan(s) Located at:**

**6. Incident Action Plan** (the items checked below are included in this Incident Action Plan):

<input checked="" type="checkbox"/> ICS 202	<input checked="" type="checkbox"/> ICS 206	<b>Other Attachments:</b> <input checked="" type="checkbox"/> ICS 214 <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input checked="" type="checkbox"/> ICS 203	<input type="checkbox"/> ICS 207	
<input checked="" type="checkbox"/> ICS 204	<input checked="" type="checkbox"/> ICS 208	
<input checked="" type="checkbox"/> ICS 205	<input checked="" type="checkbox"/> Map/Chart	
<input checked="" type="checkbox"/> ICS 205A	<input checked="" type="checkbox"/> Weather Forecast/Tides/Currents	

**7. Prepared by:** Name: Meg Seville Position Title: PSC Signature: Meg Seville

**8. Approved by Incident Commander:** Name: Dennis Beyer Signature: Dennis M. Beyer

## ORGANIZATION ASSIGNMENT LIST(ICS 203)

<b>1. Incident Name:</b> 2014 AHIMTA EDUCATIONAL SYMPOSIUM		<b>2. Operational Period:</b> Date From: 12/5/14 Date To: 12/8/14 Time From: 15:00 Time To: 18:00	
<b>3. Incident Commander(s) and Command Staff:</b>		<b>7. Operations Section:</b>	
AA/Chair	Bob Koenig	Chief	Michael Hemby
IC	Dennis Beyer	Deputy	
Deputy IC	Troy German	<b>Group</b>	<b>Exhibitors</b>
Safety Officer	Darrell Johnston	Group Supervisor	Pat Hughes (281) 757-2526
Public Info. Officer	Ryan Grelle		
Assistant PIO	Linda Moon	<b>Group</b>	<b>Training Sessions</b>
		Group Supervisor	Kyle Coleman (210) 669-8733
Liaison Officer	Victoria Koenig	Group	G-191 David Popoff
Assistant LOFR	Debbie Wagner	Group	E/L-969 Gary Parker
		Group	E/L-984 Lanita Magee
		Group	Staging Area Mgr Boo Walker
		Group	
<b>4. Agency/Organization Representatives:</b>		Group	Moving IMT
Agency/Organization	Name	Group	Decisions through Carl Donelson
Hunt Conference Group	Becky Rowbatham Heidi Henson	Group	Intent into Action
Omni Ft. Worth Convention Center	Karen Vaughan Amber Godard	<b>Group</b>	<b>General Sessions</b>
OSU Fire Service Training	Steve George	Group Supervisor	Aubrey Holmes (512) 584-0349
City of Fort Worth	Jeff Keck	Deputy	
TDEM	Marty Penney/Eric Shuey	<b>Group</b>	<b>Breakout Sessions</b>
Texas A&M Forest Service	Paul Hannemann Boo Walker	Group Supervisor	David Crowder (512) 632-7565
Midwest Card	Natalie Glenn	Group	
Ft. Worth CVB	Doug Dvorak	Group	
Ft. Worth PD	Tammi Wadington	Group	
Ft. Worth FD	Brenda Josselet	Group	
Freeman	Jackie Loria	Group	
<b>5. Planning Section:</b>		Group	
Chief	Meg Seville	Group	
Deputy	Cara Gluck	Group	
Resources Unit	Kristie Harris	Group	
Situation Unit	Patrick Repman	Group	
Documentation Unit	Fran Crowder	Group	
		Group	
<b>6. Logistics Section:</b>		Group	
Chief	Troy German	Group	
Deputy	Steve George	Group	
Supply Unit	Ron Hamilton	Group	
Communications Unit	Trey Hewtty	Group	
		<b>8. Finance Administration Section:</b>	
		Chief	
		Procurement Unit	
		Comp/Claims Unit	
		Cost Unit	
<b>9. Prepared By: Name:</b> Meg Seville		<b>Position/Title:</b> PSC	
		<b>Signature:</b> <i>Meg Seville</i>	
<b>ICS 203</b>	<b>IAP Page 3</b>	<b>Date/Time:</b> 12/03/14 - 09:00	

# ASSIGNMENT LIST (204)

<b>1. Incident Name:</b> <b>2014 AHIMTA EDUCATIONAL SYMPOSIUM</b>		<b>2. Operational Period:</b> Date From: <b>12/5/14</b> Date To: <b>12/8/14</b> Time From: <b>15:00</b> Time To: <b>18:00</b>		<b>3,</b> <b>Branch:</b>  <b>Division:</b>  <b>Group:</b> <i>Exhibitors</i>  <b>Staging Area:</b>																																																					
<b>4. Operations Personnel:</b> Operations Section Chief: <b>Michael Hemby</b> Branch Director: Division/Group Supervisor: <b>Pat Hughes</b>		<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%; text-align: center;">Name</th> <th style="width: 30%; text-align: center;">Contact Number(s)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;"><b>Michael Hemby</b></td> <td style="text-align: center;"><b>(512) 423-8307</b></td> </tr> <tr> <td style="text-align: center;"><b>Pat Hughes</b></td> <td style="text-align: center;"><b>(281) 757-2526</b></td> </tr> </tbody> </table>		Name	Contact Number(s)	<b>Michael Hemby</b>	<b>(512) 423-8307</b>	<b>Pat Hughes</b>	<b>(281) 757-2526</b>																																																
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<b>6. Work Assignments:</b>  <ul style="list-style-type: none"> <li>- <i>Prepare Vendor/Exhibitor's Space and provide necessary support for set-up</i></li> <li>- <i>Coordinate with Logistics and Convention Center, set-up, operations, and teardown at vendor area</i></li> <li>- <i>Work with Convention Center Security to ensure safety and security of all assets</i></li> </ul>																																																									
<b>7. Special Instructions:</b>  <ul style="list-style-type: none"> <li>- <i>Be aware of safety hazards when running cords and setting up displays.</i></li> <li>- <i>Be aware of surrounding when moving large vehicular displays.</i></li> </ul>																																																									
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# ASSIGNMENT LIST (204)

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<b>6. Work Assignments:</b>  <i>-Instruct E/L 984 - NIMS ICS All-Hazards Task Force/Strike Team Leader Course in accordance with national standards</i>  <i>This is a 3 day Course</i>																																																														
<b>7. Special Instructions:</b>  (This section is currently blank)																																																														
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<b>6. Work Assignments:</b>  -Instruct <b>Staging Area Manager</b> course in accordance with Texas A&M Forest Service standards  This a 1 1/2 day course starting Sunday December 9th, 2014																																																									
<b>7. Special Instructions:</b>																																																									
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<b>6. Work Assignments:</b>  <ul style="list-style-type: none"> <li>- <i>Ensure rooms are prepared and all items are gathered for the Breakout Sessions beginning Tuesday December 9th at 14:30.</i></li> <li>- <i>Make contact with presenters to ensure address any last minute concerns.</i></li> </ul>																																																																																																																					
<b>7. Special Instructions:</b>  <ul style="list-style-type: none"> <li>- <i>Make sure that there are sufficient copies of "Session Facilitator Instructions and Checklist for all facilitators and distribute</i></li> <li>- <i>Make sure that Presenter Bios are provided to Session Moderators</i></li> </ul>																																																																																																																					
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<b>ICS 204</b> <b>IAP Page 12</b>		Date/Time: <u>12/02/14 - 09:00</u>																																																																																																																			

## INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)

<b>1. Incident Name:</b> 2014 AHIMT Educational Symposium	<b>2. Date/Time Prepared:</b> Date: 11/28/2014 Time: 14:00	<b>3. Operational Period:</b> Date From: 12/05/14      Date To: 12/11/14 Time From: 15:00          Time To: 14:00
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**4. Basic Radio Channel Use:**

Zone Grp.	Ch #	Function	Channel Name/Trunked Radio System Talkgroup	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode (A, D, or M)	Remarks
	1	Command	UHF	Command						
	2	Operations	UHF	Ops						
	3	Planning	UHF	Plans						
	4	Logistics	UHF	Logistics						

**5. Special Instructions:**

**6. Prepared by (Communications Unit Leader):** Name: Trey Hewtty      Signature: \_\_\_\_\_

## COMMUNICATIONS LIST (ICS 205A)

<b>1. Incident Name:</b> <i>2014 AHIMTA EDUCATIONAL SYMPOSIUM</i>	<b>2. Operational Period:</b>	Date From: <b>12/5/14</b> Time From: <b>15:00</b>	Date To: <b>12/8/14</b> Time To: <b>18:00</b>
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**3. Basic Local Communications Information:**

Section/ Division/ Group	Position Assigned	Name	Method(s) of Contact (radio frequency, phone, pager, cell, etc.)
	<i>AA/Chair</i>	<i>Bob Koenig</i>	<i>(979) 571-0026</i>
	<i>IC</i>	<i>Dennis Beyer</i>	<i>(918) 408-1490</i>
	<i>Deputy IC/LSC</i>	<i>Troy German</i>	<i>(405) 240-6819</i>
	<i>SOFR</i>	<i>Darrell Johnston</i>	<i>(325) 642-6303</i>
	<i>PIO</i>	<i>Ryan Grelle</i>	<i>(817) 213-7257</i>
	<i>Asst. PIO</i>	<i>Linda Moon</i>	<i>(979) 458-6606</i>
	<i>LOFR</i>	<i>Victoria Koenig</i>	<i>(979) 204-4322</i>
	<i>Asst. LOFR</i>	<i>Debbie Wagner</i>	<i>(405) 812-7103</i>
	<i>PSC</i>	<i>Meg Seville</i>	<i>(512) 632-4189</i>
	<i>Deputy PSC</i>	<i>Cara Gluck</i>	<i>(580) 678-9509</i>
	<i>RESL</i>	<i>Kristie Harris</i>	<i>(918) 855-9844</i>
	<i>SITL</i>	<i>Patrick Repman</i>	<i>(432) 413-5053</i>
	<i>DOCL</i>	<i>Fran Crowder</i>	<i>(512) 694-1227</i>
	<i>Deputy LSC</i>	<i>Steve George</i>	<i>(405) 747-6958</i>
	<i>SUPL</i>	<i>Ron Hamilton</i>	<i>(918) 698-8891</i>
	<i>COML</i>	<i>Trey Hewtty</i>	<i>(512) 779-9092</i>
	<i>OSC</i>	<i>Michael Hemby</i>	<i>(512) 423-8307</i>
	<i>Exhibitors - Grp Sup</i>	<i>Pat Hughes</i>	<i>(281) 757-2526</i>
	<i>Training - Grp Sup</i>	<i>Kyle Coleman</i>	<i>(210) 669-8733</i>
	<i>Gen Sess - Grp Sup</i>	<i>Aubrey Holmes</i>	<i>(512) 584-0349</i>
	<i>Breakout - Grp Sup</i>	<i>David Crowder</i>	<i>(512) 632-7565</i>
		<i>Mark Chadwick</i>	<i>(210) 360-9231</i>

**AGENCY REPS**

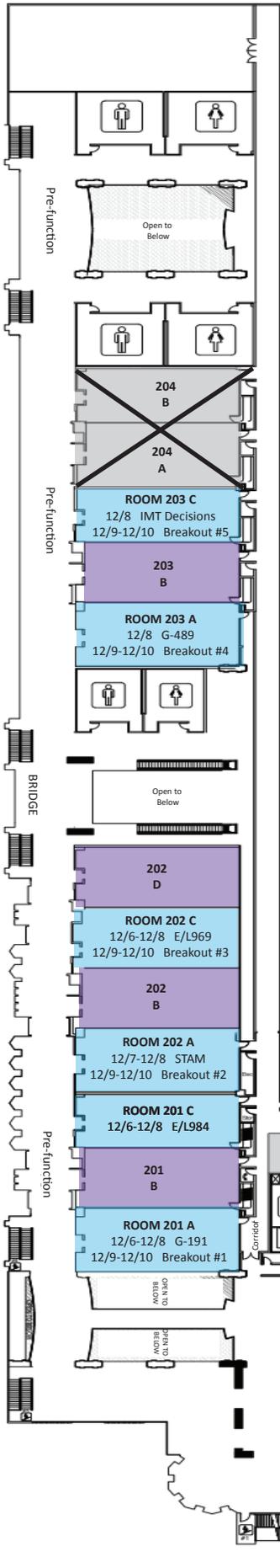
	<i>Hunt Conference Group</i>	<i>Becky Rowbatham</i>	<i>(940) 783-8866</i>
		<i>Heidi Henson</i>	<i>(817) 733-3477</i>
	<i>Omni Ft. Worth Convention Center</i>	<i>Karen Vaughan</i>	<i>(817) 938-4162</i>
		<i>Amber Godard</i>	<i>(817) 392-2532</i>
	<i>OSU Fire Service</i>	<i>Steve George</i>	<i>(405) 747-6958</i>
	<i>City of Ft. Worth</i>	<i>Jeff Keck</i>	<i>(517) 688-0880</i>
	<i>TDEM</i>	<i>Marty Penney</i>	<i>(512) 658-6714</i>
		<i>Eric Shuey</i>	<i>(512) 623-0559</i>
	<i>Texas A&amp;M Forest Service</i>	<i>Paul Hannemann</i>	<i>(979) 218-2401</i>
		<i>Boo Walker</i>	<i>(936) 544-0348</i>
	<i>Midwest Card</i>	<i>Natalie Glenn</i>	<i>(785) 207-5227</i>
	<i>Ft. Worth CVB</i>	<i>Doug Dvorak</i>	<i>(312) 451-9393</i>







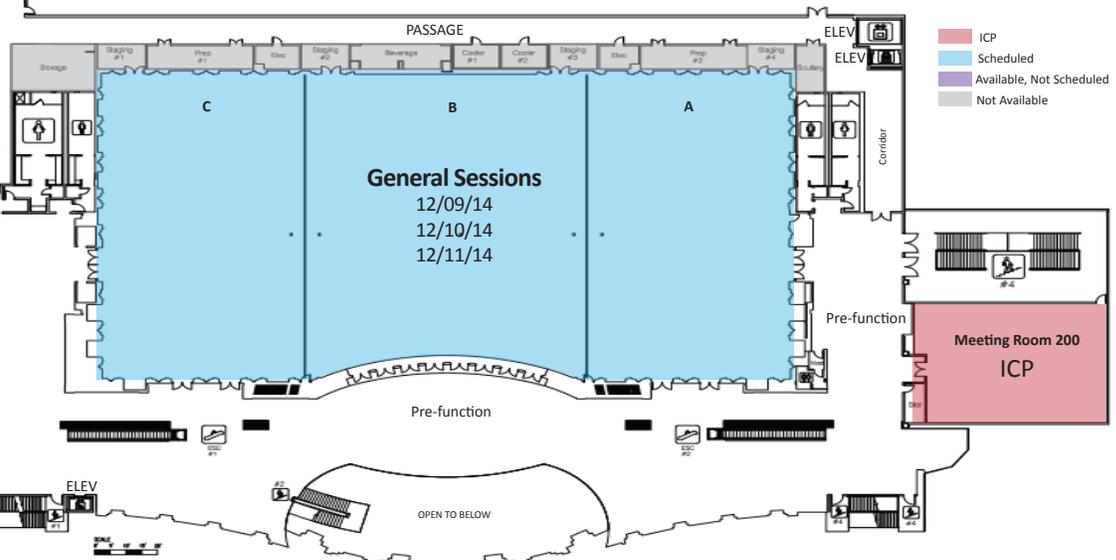
# 2014 AHIMTA Educational Symposium December 5-11, 2014



Training				
G-191 - ICS/EOC Interface	8:00	to	17:00	6-Dec-14
G-191 - ICS/EOC Interface	8:00	to	17:00	7-Dec-14
G-191 - ICS/EOC Interface	8:00	to	17:00	8-Dec-14
G-489 - Management of Spontaneous Volunteers in Disasters	8:00	to	17:00	8-Dec-14
E/L-969 - NIMS ICS All-Hazards Communications Unit Leader Course - Day 1	8:00	to	17:00	6-Dec-14
E/L-969 - NIMS ICS All-Hazards Communications Unit Leader Course - Day 2	8:00	to	17:00	7-Dec-14
E/L-969 - NIMS ICS All-Hazards Communications Unit Leader Course - Day 3	8:00	to	17:00	8-Dec-14
E/L-984 - NIMS ICS All-Hazards Task Force/Strike Team Leader Course- Day 1	8:00	to	17:00	6-Dec-14
E/L-984 - NIMS ICS All-Hazards Task Force/Strike Team Leader Course- Day 2	8:00	to	17:00	7-Dec-14
E/L-984 - NIMS ICS All-Hazards Task Force/Strike Team Leader Course- Day 3	8:00	to	17:00	8-Dec-14
STAM - Staging Area Manager - Day 1	8:00	to	17:00	7-Dec-14
STAM - Staging Area Manager - Day 2	8:00	to	12:00	8-Dec-14
Moving IMT Decisions through Intent into Action - Session 1	8:00	to	12:00	8-Dec-14
Moving IMT Decisions through Intent into Action - Session 2	13:00	to	17:00	8-Dec-14

General Sessions				
General Sessions	8:00	to	14:00	9-Dec-14
General Sessions	8:35	to	11:30	10-Dec-14
General Sessions	13:15	to	14:15	10-Dec-14
General Sessions	8:30	to	12:00	11-Dec-14

Breakout Sessions				
<b>Tuesday, December 9, 14:30 to 15:30</b>				
Breakout Session #1 - Implementing ICS Beyond the Fire Service	14:30	to	15:30	9-Dec-14
Breakout Session #2 - DIO Incident Management Program	14:30	to	15:30	9-Dec-14
Breakout Session #3 - Rainbow Gathering - IMT for Large Events	14:30	to	15:30	9-Dec-14
Breakout Session #4 - IMTs in the Private Sector	14:30	to	15:30	9-Dec-14
Breakout Session #5 - HR Impacts and the Incident Management Team	14:30	to	15:30	9-Dec-14
<b>Tuesday, December 9, 16:00 to 17:00</b>				
Breakout Session #1 - Implementing ICS Beyond the Fire Service	16:00	to	17:00	9-Dec-14
Breakout Session #2 - DIO Incident Management Program	16:00	to	17:00	9-Dec-14
Breakout Session #3 - Rainbow Gathering - IMT for Large Events	16:00	to	17:00	9-Dec-14
Breakout Session #4 - IMTs in the Private Sector	16:00	to	17:00	9-Dec-14
Breakout Session #5 - HR Impacts and the Incident Management Team	16:00	to	17:00	9-Dec-14
<b>Wednesday, December 10, 14:15 to 15:30</b>				
Breakout Session #1 - Civilian and Military Incident Management Partnership	14:15	to	15:30	10-Dec-14
Breakout Session #2 - Marking Your IMT - How the Finance Unit Made the Difference	14:15	to	15:30	10-Dec-14
Breakout Session #3 - San Diego IMT - Leadership at Gettysburg	14:15	to	15:30	10-Dec-14
Breakout Session #4 - The All-Hazard Planning Section	14:15	to	15:30	10-Dec-14
Breakout Session #5 - Key Steps Necessary to Link AHIMTs into ROS	14:15	to	15:30	10-Dec-14
<b>Wednesday, December 10, 15:45 to 17:15</b>				
Breakout Session #1 - Civilian and Military Incident Management Partnership	15:45	to	17:15	10-Dec-14
Breakout Session #2 - Marking Your IMT - How the Finance Unit Made the Difference	15:45	to	17:15	10-Dec-14
Breakout Session #3 - San Diego IMT - Leadership at Gettysburg	15:45	to	17:15	10-Dec-14
Breakout Session #4 - The All-Hazard Planning Section	15:45	to	17:15	10-Dec-14
Breakout Session #5 - Key Steps Necessary to Link AHIMTs into ROS	15:45	to	17:15	10-Dec-14



## WEATHER

	High	Low	precip	Snow	Forecast	Avg. Hi	Avg. Lo
Fri 12/5/2014	77°	48°	0.04 in	0 in	 Rather cloudy, a little rain	59°	38°
Sat 12/6/2014	62°	46°	0.02 in	0 in	 Mostly cloudy and cooler	59°	38°
Sun 12/7/2014	58°	44°	0.3 in	0 in	 A couple of thunderstorms	59°	38°
Mon 12/8/2014	64°	46°	0.05 in	0 in	 Mostly cloudy	58°	38°
Tue 12/9/2014	65°	49°	0.36 in	0 in	 Times of clouds and sun	58°	37°
Wed 12/10/2014	64°	46°	0 in	0 in	 Low clouds	58°	37°
Thu 12/11/2014	64°	45°	0.07 in	0 in	 A little morning rain	58°	37°



