



FEMA

Lessons Learned
Information Sharing
LLIS.gov

December 2008 *Lessons Learned Information Sharing* Newsletter

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[AskLLIS Forum](#)

Looking for something? AskLLIS.

Looking for the best sources on continuity of operations planning, interoperable communication plans, or mutual aid agreements? AskLLIS. Looking for lessons learned from particular incidents or on particular subjects? AskLLIS. In addition to many member-run forums on various topics, LLIS.gov hosts the AskLLIS forum. Using this space, members can post general questions that will be answered by an LLIS.gov researcher. To access this forum, log onto LLIS.gov, click on [COLLABORATE](#) in the top navigation bar, and then click on [AskLLIS](#).

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[Updated National Plans](#)

DHS Releases Updates to NIMS and NIPP

DHS recently updated two key national plans, the National Incident Management System (NIMS) and National Infrastructure Protection Plan (NIPP). To view these documents, go to the LLIS.gov homepage.

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[State Preparedness Reports](#)

Submit Annual Reports on LLIS.gov

The Post Katrina Emergency Management Reform Act of 2006 requires states to submit an annual State Preparedness Report (SPR) to the Federal Emergency Management Agency (FEMA). The SPRs contribute to an overall picture of national preparedness by helping FEMA understand the various preparedness activities occurring in the 56 states and territories.

The [State Preparedness Report Submittal Page](#) on LLIS.gov provides states with the information they need to develop their 2009 SPRs, including the 2009 SPR Guidance, Frequently Asked Questions, and template instructions. In addition, states should also use this page to directly submit their SPRs, which are due no later than March 20, 2009. To view the SPR page, log onto LLIS.gov and click on [STATE PREPAREDNESS REPORTS SUBMITTAL PAGE](#) under NEW [LLIS.GOV](http://LLIS.gov) CONTENT.

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New Original Content

The *LLIS.gov* Team continues to post new Lessons Learned, Best Practices, Practice Notes, and Good Stories to the system on a regular basis. Weekly updates about new original content can be found in the NEW *LLIS.GOV* CONTENT box on the homepage of *LLIS.gov*. *LLIS.gov* recently posted the following original content documents:

Lessons Learned

- **[Agent Confirmation and Hazard Identification: The Interagency Modeling and Atmospheric Assessment Center's Common Plume Picture](#)** (*Top Officials 3 Full-Scale Exercise, 2005*)
The Interagency Modeling and Atmospheric Assessment Center successfully provided a common plume picture for use by federal, state, and local officials.
- **[Emergency Public Information: Providing Swift, Accurate, and Consistent Protective Action Guidance](#)** (*Top Officials 3 Full-Scale Exercise, 2005*)
Federal, state, and local agencies may still not be prepared to provide swift, accurate, and consistent lifesaving protective action guidance to the public.
- **[Emergency Response Operations under a Unified Command: Bypassing Information Flow Process through State Emergency Operations Centers](#)** (*Top Officials 3 Full-Scale Exercise, 2005*)
Response operations pursued by the unified command bypassed the established information flow process through the local and state emergency operations centers.
- **[Exercise Conduct: Providing Participants with Incident Command System Training Prior to an Exercise](#)** (*Washington State Annual Bioterrorism Exercise – Region 9, 2007*)
Exercise planners should ensure that exercise participants are familiar with Incident Command System (ICS) structures, protocols, and tools prior to an exercise. Planners should make the appropriate ICS training available to participants, depending on their roles in the exercise.
- **[Fire Operations: Establishing Standard Operating Procedures for Residential and Commercial Building Fires](#)** (*Twelve-Fatality Hotel Arson, Reno, Nevada, 2006*)
Fire departments should adopt standard operating procedures that designate apparatus positioning and tactical responsibilities for residential and commercial building fires. Such procedures provide a structured yet flexible framework for standard tactical operations and deployment of personnel and fire apparatus. Tactical responsibilities such as water supply and interior assignments should be incorporated into the building's pre-plan and should be disseminated to all fire companies that normally would respond to a fire in the subject building.
- **[Homeland Security Advisory System, State Threat Conditions, and Associated Protective Measures: Coordinating Protective Measures under Changing Advisory System Levels](#)** (*Top Officials 3 Full-Scale Exercise, 2005*)
The absence of a mechanism for coordinating the implementation of protective measures under changing Homeland Security Advisory System levels contributed to an uncoordinated response.
- **[Law Enforcement: Death Notification Training for Officers](#)** (*Virginia Tech Shootings, 2007*)
Law enforcement agencies should have dedicated staff members who are trained and prepared to deliver death notifications. This can help to minimize confusion and trauma suffered by the families of victims and victim survivors.
- **[Pandemic Influenza Preparedness: Developing Regional Continuity of Operations Plans for Health Departments](#)** (*Louisiana Office of Public Health Pandemic Influenza External Tabletop Exercise, 2007*)
State public health departments should develop regional plans for maintaining essential public health services and providing redundant staffing capabilities during an emergency.
- **[Shelter Operations: Encouraging Volunteers to Complete American Red Cross Training](#)** (*Springfield-Greene County, Missouri Ice Storm, 2007*)
Emergency managers should encourage potential shelter volunteers to complete American Red Cross Shelter Management courses before joining shelter operations. This can help improve shelter

management and coordination within shelters as well as with emergency operations centers.

Practice Notes

- **[Emergency Planning: The Ponce de Leon Coast Guard's Tabletop Exercise to Improve its Emergency Plan](#)**

The US Coast Guard Station at Ponce de Leon Inlet in New Smyrna Beach, Florida, used a tabletop exercise to familiarize emergency responders with the draft Ponce de Leon Inlet Mass Rescue Operation plan and to solicit their feedback regarding its strengths and weaknesses.

- **[Information and Intelligence Sharing: Chicago, Illinois, Police Department's District Intelligence Bulletin System](#)**

The Chicago Police Department developed the District Intelligence Bulletin System (DIBS), a Web-based intelligence application that provides law enforcement officers with district-specific roadmaps of current crime and threat data. DIBS increases situational awareness and informs law enforcement deployment decisions.

Other Original Content

- **[Top Officials \(TOPOFF\) 3 Full-Scale Exercise Lessons Learned Report](#)**

These Lessons Learned allow *LLIS.gov* members to access the original concepts, terminology, and language from the TOPOFF 3 Full-Scale Exercise After-Action Report. These Lessons Learned describe key exercise issues and recommended courses of action that are intended to strengthen the ability of federal, state, and local organizations to respond to emergencies. This Report compiles all the *LLIS.gov* TOPOFF 3 Lessons Learned into a single report.

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LLIS.gov Outreach

The *LLIS.gov* team travels around the country speaking and exhibiting at conferences and events. Representatives of *LLIS.gov* are scheduled to speak at, exhibit during, or attend the upcoming events below.

- **13-14 January: 2009 CAPTAP Training Conference (Oak Ridge, TN)**
- **28 January: Maryland Anti-Terrorism Advisory Council Plenary Body (Hyattsville, MD)**
- **28-29 January: National Sheriffs' Association 2009 Winter Conference (Washington, DC)**

If you would like to request an *LLIS.gov* presentation at your next event, please email the Outreach Team at outreach@llis.dhs.gov. For more information, please visit the [LLIS.gov Outreach](#) page.

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