2013 Connecticut Fire Officers Weekend

at the

National Fire Academy
Emmitsburg, Maryland

March 15, 16, 17, 2013

State of Connecticut Department of Emergency Services and Public Protection
Commission on Fire Prevention and Control Connecticut Fire Academy

Courses

Fire Service Safety Culture: Who Protects Firefighters from Firefighters Course # 13300

This course will help fire service personnel identify their present fire service safety culture, explain how culture drives safety behavior, identify risk management strategies, and develop a fire service safety culture intervention plan to reduce injury and death to firefighters in their organization. The course content includes National Institute of Occupation Safety and Health (NIOSH) Fire Fighter Fatality Investigation and Prevention Program reports, organizational change and leadership models, and risk control systems. The learning methods include case studies, problem solving, and strategic and tactical planning that are used in individual, small group, and class activities.

This course uses a blended learning methodology. Students must register at NFA Online (www.nfaonline.dhs.gov) 30 days before the course start date to download the pre-course reading material and view the NIOSH video clips that will be used during case studies. Based on the students' research of their personal risk culture, students will develop a plan for implementing and sustaining change in safety culture. Students are required to submit the plan to the instructor within 15 calendar days after attending the course. Students are required to complete an online exam within 15 days of the completion of the course.

This course is appropriate for key fire service personnel in the position of leadership and the Company Officers (COs) who are the agents of change within all types and sizes of fire departments. Attendees should possess effective oral and written communication skills with some experience in public speaking.

Department Wellness Coordinator

Course # 13301

This course will provide the outline and resources for a fire/EMS department to implement and maintain a wellness program in coordination with the department's health and safety program. Using current recommendations, standards, and guidance from national resources, the Department Wellness Coordinator will be able to assess the mental and physical health needs of their department's personnel and develop program objectives to meet those needs. Topics include medical and wellness screenings, nutrition, physical fitness, behavioral health, and resources available.

This course is designed for individuals who have or aspire to have responsibility for programs or projects supporting staff wellness for a Fire and/or EMS Department.

Strategy and Tactics for Initial Company Operations

Course # 13302

STICO is designed to meet the needs of Company Officers responsible for managing the operations of one or more companies during structural firefighting operations. STICO is designed to develop the management skills needed by company officers to accomplish assigned tactics at structure fires.

This class is appropriate for senior firefighters who, may at times, assume the responsibilities of the company officer.

Residential Sprinkler Plan Review

Course # 13303 **Fire Marshal Credit: 16**

The scope of this course looks at the following as the primary guidance for the approval of residential sprinkler systems; National Fire Protection Association (NFPA) Standard 13, Standard for the Installation of Sprinkler Systems, Standard 13D for the Installation of Sprinkler Systems in One- and Two- Family Dwellings and Manufactured Homes and Standard 13R for the Installation of Sprinkler Systems in Residential Occupancies up to and Including Four Stories in Height. This course will further review the International Residential Code (IRC) Standard P2904, and specific manufacturer's data sheets for sprinkler system components.

Class time will be spent discussing the importance of properly interpreting the system design as an essential element of preventive fire safety.

This course is appropriate for building and fire code officials whose responsibility is to review and approve residential sprinkler plans. Such officials include fire inspectors, fire marshals, and building code inspectors with at least 1 year of experience on the job. The audience should have an understanding of the history of water-based fire protection systems and methods used to verify hydraulic calculation.

Fiscal Management and Decision Making

Course # 13304 **Fire Marshal Credit: 16**

Fiscal Management and Decision Making is a two day course intended to improve emergency services by the management of fiscal and resource allocation using the outcome-based Transformational Model in the decision-making process. The course focus is on the Transformational Model and the use of this model in planning for, justifying and implementing an emergency services agency budget. Participants learn to recognize the value of technology in data analysis and decision-making, and identify possible uses in their own agencies. Various software applications are presented with opportunities for student practice applying these tools to fiscal management. Tools include: Microsoft Excel, Pivot table applications, regression tool in Excel, using preformatted templates (VAP/SAP and RAVE). NEMSIS and NFIRS Databases are explored and students will be able to recognize the use of a correctly formatted database in exporting to other software applications. The student will be able to differentiate between various services and their relationship to outcomes and identify what role resources play in relationship to the Transformational Model.

Complete both sides of the attached application and return to the Connecticut Fire Academy by Friday, February 9, 2013

Decision Making for Initial Company Operations

Course # 13305

Decision Making for Initial Company Operations is designed to develop the decision making skills needed by Company Officers (COs) to accomplish assigned tactics at structure fires. All activities and scenarios used in this course are based on structure fires. As a Company Officer (CO) with the real possibility of being the first to arrive at an incident, the CO's initial decisions will have an impact throughout the entire incident. It is vital that they be able to make good management decisions that have a favorable impact on the eventual outcome. In addition to a possible role as the initial Incident Commander (IC), the CO may well be assigned a subordinate position within the ICS organization. COs need to have a clear understanding of the system, the position they are assigned, and their role in the organization if they are to function effectively and help make the system work.

This course is specifically designed for newly appointed Company Officers or an excellent review for experienced Company Officers.

Policies

Campus Security: Due to heightened security requirements, please understand that you, your vehicle, or your luggage may be searched by the security and law enforcement personnel.

For your own protection, and to expedite your processing into the NETC, do not bring any firearms or alcohol to campus. For security information only, please call (301) 447-1422; for general information, please call (301) 447-1000. Quiet hours in the dormitories begin at 2300 hours, those that violate the quiet hours are subject to dismissal from campus.

Weapons: Any weapons that are carried onto NFA grounds will be confiscated and will not be returned. The list of weapons include, but are not limited to, firearms, knifes, including Gerber/ Leatherman, Halligans, axes, bats, golf clubs etc. Anything that could be used as a weapon including blunt objects will not be allowed. If you drive a department vehicle be sure to strip all the "tools of the trade" items out of it!

Registration: Upon arrival, students must report to Building C to obtain room assignments and room keys. Students may be lodged a distance from the registration building; for this reason we recommend luggage with wheels. Students will be required to present photo identification in order to register and receive a NFA Photo Identification. ID is required for campus readmission.

Dress Code: It is each student's responsibility to use good judgment in selecting attire that projects a professional image and that is appropriate for both climate differences and classroom activities. NFA staff has the authority to make a determination that a student's attire may be inappropriate. Students whose attire is determined to be inappropriate will conform to this policy before being allowed to continue class. Shirts must have a collar; t-shirts may be worn after classes conclude for the day.

Transportation

Attention applicants: Students must provide their own transportation to and from the National Fire Academy 16825 South Seton Avenue Emmitsburg, MD 21727.

Schedule of Events

Friday, March 15th: 1600 hours registration and check-in begins building "C".
1645-1900 Evening meal served Building "K",
1900 CT Fallen Firefighters Memorial Service at National Fallen Firefighters Memorial,
1930 Orientation Auditorium Building "J",
2000 Social Hour Student Center Building "B".

Saturday, March 16th: 0630-0830 Breakfast Building "K".
0800 Morning classes begin Building "J"
1140-1200 Lunch hour begins, scheduled per class,
1240-1300 Afternoon classes resume,
1700 Classes end for the day.
1800 Dinner served at Student Center Building "B".

Sunday, March 17th: 0630-0830 Breakfast Building "K",
0800 Morning classes begin Building "J",
1140-1200 Lunch hour begins, scheduled per class,
1240-1300 Afternoon classes resume,
1500 Dismissal of classes.

All belongings must be removed from dormitory rooms prior to the start of Sunday morning classes.

Weekend Cost $125.00

Includes meals and lodging at NFA

STATE OF CONNECTICUT

DEPARTMENT OF EMERGENCY SERVICES AND PUBLIC PROTECTION

Connecticut Fire Academy

Students applying for National Fire Academy training courses are required to register for a FEMA Student Identification Number (SID). This number is used in place of a Social Security Number on General Admissions Application forms.

How to Register for a Student Identification Number:

National Fire Academy students interested in applying for **on-campus (10-/6-/2-day), off-campus (10-/6-/2-day) and NFA Online courses** need to register for a FEMA Student Identification Number (SID). This number is used in place of a Social Security Number and is obtained through the Center for Domestic Preparedness (CDP).

Applications for NFA courses that do not include a SID will not be processed.

To obtain a SID

1. Register at https://cdp.dhs.gov/femasid
2. Select "Need a FEMA SID?" on the right side of the screen.
3. Follow the instructions to create your account.
4. You will receive an email with your SID. Save this number in a secure location. This number will be used for all national Fire Academy classes, now and in the future.

Use the SID in place of the Social Security Number (SSN) on the General Admissions Application Form (FEMA Form 119-25-1) and General Admissions Application Short Form (FEMA Form 119-25-2). The Connecticut Fire Academy Fire Officer's Weekend uses the FEMA short form 119-25-2.

Additional Information

General Admissions Application forms have been revised to eliminate the need for the SSN and include a field for the SID.

To keep your Connecticut Fire Academy Transcript complete, please also complete the CFA Student ID which has been added to the rear of the FEMA form 119-25-2, CT Fire Officer's Weekend Application.

Commission on Fire Prevention and Control
34 Perimeter Road
Windsor Locks, CT 06096-1069
Phone: (860) 627-6363/Fax: (860) 654-1889

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DEPARTMENT OF HOMELAND SECURITY
FEDERAL EMERGENCY MANAGEMENT AGENCY

GENERAL ADMISSIONS APPLICATION SHORT FORM

See Reverse for Privacy Act Statement

O.M.B. No. 1660-0100
Expires August 31, 2013

Return Application by February 9, 2013 to Connecticut Fire Academy

SECTION I - GENERAL INFORMATION

1. DATE OF BIRTH (Mo, Day, Yr.)

2. GENDER ☐ FEMALE ☐ MALE

3. U.S. CITIZEN ☐ YES ☐ NO ☐ PERMANENT RESIDENT If No, City and Country of Birth: _____

4. RACE (Please check all that apply)
1. ☐ AMERICAN INDIAN or ALASKAN NATIVE 2. ☐ ASIAN 3. ☐ BLACK or AFRICAN AMERICAN
4. ☐ WHITE 5. ☐ NATIVE HAWAIIAN or PACIFIC ISLANDER

4a. Ethnicity
☐ HISPANIC or LATINO
☐ NOT HISPANIC or LATINO

5. PLEASE PRINT YOUR NAME (Last, First, Middle, Suffix)

6. STUDENT IDENTIFICATION (SID) NUMBER

7. HOME MAILING ADDRESS (Street, avenue, road no., P.O. box/city or town, and zip code)

8. WORK PHONE NO. ( )

9. HOME PHONE NO. ( )

10. FAX NO. ( )

11. E-MAIL ADDRESS

12a. Enter Course Code and Title (Prioritize your choices from 1-6)
( ) #13300 ( ) #13301 ( ) #13302 ( ) #13303 ( ) #13304 ( ) #13305

12b. COURSE LOCATION
Emmitsburg, MD

12c. DATE
March 15, 16, 17, 2013

13. DO YOU HAVE ANY DISABILITIES *(Including special allergies or medical disabilities)* WHICH WOULD REQUIRE SPECIAL CONSIDERATION DURING YOUR ATTENDANCE IN TRAINING?
☐ NO ☐ YES *(If yes, indicate & describe any special considerations required on a separate sheet)*

SECTION II - EMPLOYMENT INFORMATION

14a. NAME AND COMPLETE ADDRESS OF ORGANIZATION BEING REPRESENTED

14b. NFIRS # (NFA ONLY)

15. CURRENT POSITION AND NUMBER OF YEARS IN POSITION

16. CHECK THE BOX(ES) BELOW THAT BEST DESCRIBE YOUR ORGANIZATION

16a. JURISDICTION
1. ☐ STATEWIDE
2. ☐ COUNTY GOVERNMENT
3. ☐ CITY/TOWN/VILLAGE
4. ☐ SPECIAL DISTRICT/TOWNSHIP
5. ☐ FEDERAL/MILITARY (non-DHS)
6. ☐ INDUSTRY/BUSINESS
7. ☐ FOREIGN
8. ☐ DHS/FEMA
9. ☐ TRIBAL NATION

16b. ORGANIZATION
1. ☐ ALL CAREER
2. ☐ ALL VOLUNTEER
3. ☐ COMBINATION

16c. CURRENT STATUS
1. ☐ PAID FULL TIME
2. ☐ PAID PART TIME
3. ☐ VOLUNTEER
4. ☐ DISASTER RESERVIST

SECTION III - ENDORSEMENT AND CERTIFICATION

17a. I certify that the information recorded on this application is correct. Falsification of information will result in denial of a course certificate and stipend (U.S.C. 1001).

17b. I hereby authorize the release of any and all information concerning my enrollment in this course to the chief officer in charge, or designee, of my organization. All requests for information shall be in writing from said chief officer or designee.

17c. Further, I understand that the National Emergency Training Center (NETC), the Mt. Weather Emergency Operations Center (MWEOC), and the Noble Training Facility (NTF) are not authorized to provide medical or health insurance for students. I maintain appropriate insurance on an individual basis.

17d. I agree to abide by the rules, policies, and regulations of NETC, MWEOC and NTF. Failure to do so will result in denial of the student stipend, expulsion from the course, and possible barring from future National Fire Academy (NFA) and Emergency Management Institute (EMI) courses.

18a. SIGNATURE OF APPLICANT

18b. DATE

19. APPROVAL BY THE HEAD OF THE SPONSORING ORGANIZATION *(NOT REQUIRED FOR SELF STUDY PROGRAMS)*

By signing this application, I certify that my organization does not discriminate on the basis of age, gender, race, color, religious belief, national origin, economic status, or disability in providing educational opportunities for its employees.

19a. SIGNATURE

19b. PRINTED NAME AND TITLE

19c. DATE

20. ADDITIONAL ENDORSEMENTS FOR APPLICATION TO THE EMERGENCY MANAGEMENT INSTITUTE *(NOT REQUIRED FOR SELF STUDY PROGRAMS)*

20a. SIGNATURE AND DATE (State Office)

20b. SIGNATURE AND DATE (FEMA Regional Office)

21. SUBMIT APPLICATION TO APPROPRIATE SPONSOR

22a. DISPOSITION ☐ ACCEPTED ☐ REJECTED	20b. SIGNATURE OF REVIEWER	22c. DATE

EQUAL OPPORTUNITY STATEMENT

NFA and EMI are Equal Opportunity institutions. They do not discriminate on the basis of age, gender, race, color, religious belief, national origin, or disability in their admissions and student-related procedures. Both schools make every effort to ensure equitable representation of minorities and women in their student bodies. Qualified minority and women candidates are encouraged to apply for all courses.

PRIVACY ACT STATEMENT

GENERAL - This information is provided pursuant to Public Law 93-579 (Privacy Act of 1974), Title 5 United States Code (U.S.C.), Section 552a, for individuals applying for admission to NFA
Or EMI.

AUTHORITY - Federal Fire Prevention and Control Act of 1974, as amended, Title 15 U.S.C., Sections 2201 et. seq.; Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended, Title 42 U.S.C., Sections 5121, et. seq.; Title 44 U.S.C. Section 3101; Executive Orders 12127, 12148, and 9397; Title VI of the Civil Rights Act of 1964; and Section 504 of the Rehabilitation Act of 1973.

PURPOSES: To determine eligibility for participation in NFA and EMI courses. Information such as age, gender, and ancestral heritage are used for statistical purposes only.

USES: Information may be released to: 1) FEMA staff to analyze application and enrollment patterns for specific courses, and to respond to student inquiries; 2) a physician to provide medical assistance to students who become ill or are injured during courses; 3) Members of the Board of Visitors for the purpose of evaluating programmatic statistics; 4) sponsoring states, local officials, or state agencies to update/evaluate statistics of NFA and EMI participants; 5) Members of Congress seeking first party information; and 6) Agency training program contractors and computer centers performing administrative functions.

EFFECTS OF NONDISCLOSURE - Personal information is provided on a voluntary basis. Failure to provide information on this form, however, may result in a delay in processing your application and/or certifying completion of the course.

PAPERWORK BURDEN DISCLOSURE NOTICE

Public reporting burden for this form is estimated to average 6 minutes per response. The burden estimate includes the time for reviewing instructions, searching existing data sources, gathering and maintaining the needed data, and completing, reviewing, and submitting the form. You are not required to respond to this collection of information unless a valid OMB control number appears in the upper right corner of this form. Send comments regarding the accuracy of the burden estimate and any suggestions for reducing this burden to: Information Collections Management, Department of Homeland Security, Federal Emergency Management Agency,500 C Street, SW,Washington,DC,20472, and Paperwork Reduction Project (1670-0100). NOTE: Do not send your completed form to the above address.

Duplicate this form as needed for additional applicants.
Acceptance notices will be sent the week of February 19, 2012

23. PAYMENT and TRANSPORTATION

NO BUS WILL BE AVAILABLE THIS YEAR

CFA Student Identification Number
____ ____ ____ - ____ ____ ____ ____
Your CFA ID consists of the first (3) letters of your last name and the last (4) digits of your social security number.
Example John Adams - SS# 000-00-5555
The CFA student ID will be ADA-5555

I _____fully understand that I will remove all liability from the Department of Emergency Services and Public Protection and the Connecticut Fire Academy and understand that if my vehicle does not comply with security regulations I and my vehicle may be removed from the campus and may not reenter until in full compliance.

Print Name: _____ Date: _____ Signature: _____

Method of payment: Payment of $125.00 or purchase order must accompany registration application. Faxes Must include card information or purchase order number.
( ) Check Payable to CFPC ( ) PO # _____ ( ) Visa ( ) MC Credit Card # _____ Exp Date _____

Print Card Holder Name: _____ Card Holder Signature: _____
Return this form to: Connecticut Fire Academy 34 Perimeter Road, Windsor Locks, CT 06096 * Fax 860-654-1889
Application must be received by February 9, 2013

All information on this form must be completed or application will be returned.