2015 Connecticut Fire Officers Weekend

at the

National Fire Academy Emmitsburg, Maryland

April 17, 18, 19, 2015

State of Connecticut Department of Emergency Services and Public Protection
Commission on Fire Prevention and Control Connecticut Fire Academy
An Affirmative Action/Equal Employment Opportunity Employer
ct.gov/cfpc

Courses

Executive Skill Series: Exercising Leadership Ethically

Course # 15354 **Fire Marshal Credit: 11**

This new two day course provides students with the ability to recognize ethical dilemmas in the context of their environments, apply a decision model to resolve these dilemmas, render ethical decisions, and defend under scrutiny the resulting decisions that were made in an effort to resolve these dilemmas.
The target audience for this course is fire and emergency services personnel in positions of authority who have an opportunity to exercise leadership. An eligible student must be minimally assigned in a supervisory level position (e.g., a Company Officer). Line-firefighters or firefighter-paramedics are not within the target audience and will not be considered.

Decision Making for Initial Company Operations

Course # 15355

Decision Making for Initial Company Operations is designed to develop the decision making skills needed by Company Officers 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, for firefighters who may have acting Company Officer responsibilities or who want to become a Company Officer.

Methods of Enhancing Safety Education

Course # 15356 **Fire Marshal Credit: 12**

This two day course is designed for those who coordinate or assist their organization in public education. The course does not teach people how to deliver safety programs; rather it supports efforts to enhance safety education in their organizations and in their communities. Content is ideal for students from smaller or volunteer organizations who wish to enhance their public education and prevention efforts. Students will outline ideas and plans that they would like to apply when they return home. Students who take this two day program will be able to determine if public education is valued in their organizations and in their communities. Course content emphasizes three simple methods for establishing "roots" in public fire and life safety education: personal commitment to public education; determining and improving the organization's role in public education; and enhancing programs through greater community support.

Complete both sides of the attached application and return to the Connecticut Fire Academy by March 6, 2015

Campus Fire & Life Safety I: Risk Assessment

Course # 15357 **Fire Marshal Credit: 11**

This two-day course is to enable the student with the ability to begin to create a comprehensive campus fire and life safety program starting with conducting a risk assessment and developing and evaluating an emergency plan as well as building partnerships to sustain emergency programs and plans.
The target population for this course will include, but not be limited to, campus staff with responsibility for learner safety (including housing coordinators), fire and EMS staff, code enforcement, building inspection, and off-campus housing interest groups.

Strategy and Tactics for Initial Company Operations

Course # 15358

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 intended 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.

New Fire Chief I: Challenging Issues

Course # 15359 **Fire Marshal Credit: 7**

This course is designed to develop the managerial, administrative and leadership skills necessary for the first time fire chief and chief officer who desire a leadership position in their department. This course addresses critical knowledge and skills pertaining to the responsibilities of a fire chief including such topics as local politics and the role of the chief officer, liability and risk management, resources and items of knowledge needed to become a first time leader in a new position in their agency.
The primary candidates for this course include new or emerging chief officers in a volunteer or combination fire department or emergency service organization. This course is open to all interested emergency services personnel including volunteer, career, and allied professionals, the class is intended primarily for those who have served or will begin to serve soon in leadership positions and who seek to learn more effective ways of managing and leading their agency.

NETC Recreation Association operates the Command Post Pub providing beverage and limited food service each evening. The Pub is a private club under Maryland liquor laws and membership in the Recreation Association is required for service. Weekend students are required to pay a $1.00 fee at check-in for membership cards which will be provided in your dormitory pass key envelope. The State of Connecticut cannot pay this cost.

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, April 17th: 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, April 18th: 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, April 19th: 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

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 March 6, 2015 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)
( )#15354 ( )#15355 ( )#15356 ( )#15357 ( )#15358 ( )#15359

12b. COURSE LOCATION
Emmitsburg, MD

12c. DATE
4/17/15 - 4/19/15

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	22b. 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.

Students must provide their own transportation to NETC

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# 000-00-55555
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 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 credit card information or PO number.

( ) Check Payable to CFPC ( ) PO # _____ ( ) Visa ( ) MC Credit Card # _____ Exp Date _____

Print Car Holder Name: _____ Card Holder Signature: _____

Duplicate this form as needed for additional applicants. Acceptance notices will be sent the week of March 17, 2015

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

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 "Register for a FEMA SID?" in the center 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 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.

If you have a SID number from a previous class you should continue to use that number.

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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