



## Somerset County Office of Emergency Management Incident Action Plan (IAP) Development Course

### **Purpose:**

This 8 hour workshop provides a detailed introduction to emergency response supervisors and mid-to upper-level managers to the Incident Command System (ICS) forms used in the development of an Incident.

### **Content:**

Incident Action Plan (IAP) Development, participants will examine the primary forms used in an IAP as well as supporting and other utility forms. In addition, participants will review the planning process and where, within that process, the forms are filled out and by whom. The workshop includes a practical application designed to instruct participants in the development of Specific, Measurable, Action-oriented, Realistic, and Time-based (SMART) control and management objectives.

### **Audience:**

Participants should come from middle and senior management. This means emergency response managers, first-line supervisors, and administrators who function as Incident Commanders (IC), Unified Command (UC) staff members, Emergency Management Coordinators, command and general staff members, or EOC staff members.

### **Prerequisites:**

- Incident Management System I-100
- Incident Management System I- 200
- National Incident Management System IS-700

### **Location:**

The Somerset County Emergency Services Training Academy  
402 Roycefield Road, Hillsborough, NJ 08844

### **Dates & Times:**

Course Offering#1:

September 17<sup>th</sup>, 2019 from 6pm - 10pm

September 19<sup>th</sup>, 2019 from 6pm - 10pm

\*\*You must attend both days\*\*

Course Offering #2:

November 16<sup>th</sup>, 2019 from 9am - 5pm

### **Cost:**

In County Tuition - \$75.00

Out of County Tuition - \$100.00

### **Class Enrollment:**

Minimum Enrollment Requirement - 8 students

Maximum Enrollment Requirement - 20 students

### **Instructors:**

Nina Tchir-Metaxas, Emergency Management Planner

Kayla Pipas-Keller, Emergency Support Specialist

Please go to <https://www.co.somerset.nj.us/government/public-health-safety/emergency-services-training-academy/registration> to obtain our registration form. You can send the completed registration form via email to [trainingacademy@co.somerset.nj.us](mailto:trainingacademy@co.somerset.nj.us) or mail it to P. O. Box 3000 Somerville, NJ 08876 Attention: OEM.

Any questions or concerns, please call us at (908) 725-5070