



2011 All-Hazards Incident Management Team Training and Education Conference (AHIMT-TEC)



CALL FOR PRESENTATIONS & SPEAKERS

The 2011 All-Hazards Incident Management Team Training & Education Conference (AHIMT TEC) is scheduled for December 6-8, 2011, at the Town and Country Hotel, in San Diego, California (www.ahimt.net). Speakers are being solicited to share their experiences with Incident Management professionals and AHIMT stakeholders from across the United States. The evaluations from the 2010 conference have been reviewed and analyzed and these instructions represent the committee's desire to incorporate the results of the evaluation and comments.

PRESENTATION TYPES

- **General Session Presentations.** Topics should cover a national level event or high profile incident that garnered significant national attention or should be of a topic that is national in nature or significance. Examples are:
 - Joplin, MO., tornado outbreak response
 - Response to Rep. Gabrielle Gifford's shooting
- **Breakout session presentations.** The breakout sessions are divided into two tracks.
Track #1 is for AHIMTs that are just starting up, within the startup phase, or less than 18 - 24 months old.
Track #2 is for AHIMTs that have been in existence as a deployable resource over 18 months, have completed the startup phase and training, and are more in to maintenance and member succession planning.

GENERAL PRESENTATION GUIDELINES

- Presentations should be All-Hazards in nature. The committee will accept a minimum number of wildland fire based responses but the focus is on All-Hazards and the committee would appreciate potential presenters to strive to balance their presentations.
- Speakers providing presentations involving an incident or event should keep in mind that the presentation's focus should be about the team's response to the incident, not the incident itself. While not focusing on the incident itself they should provide sufficient incident information to orient the listener to the situation, the reasons for the response, and the conditions they faced.
- Presentations are examples of best practices in the All-Hazards community and as such, the use of the ICS titles, organization, span of control, unity of command, and other NIMS principles must follow the established guidelines found in the 2008 NIMS or the FEMA Planning Process Video. A review panel will look for adherence to established national guidance.
- Interested speakers need to focus on providing attendees great examples of the ongoing efforts to further develop the national AHIMT program, provide AHIMT lessons learned and best practices developed by existing All-Hazards Incident Management Teams, and thoughtfully provide avoids and "never again" moments you have experienced over the past year.

Questions regarding presentations should be directed to either:
geoff.wilford@imtcllc.com or jon.olney@imtcllc.com.

SUBMITTING YOUR PRESENTATION PROPOSAL

- Please completely fill out the *AHIMT-TEC 2011 Presentation Proposal Form* that includes the necessary information and return it to Dana.hays@imtcllc.com no later than **SEPTEMBER 29, 2011**. **Selection of winning presentations will be made no later than October 13, 2011.**

PROPOSAL SELECTION PROCESS

The conference organizers will review all proposals. Selections will be based on relevance to the either the Track 1 and/or Track 2 topics. General Session speaker proposals will be evaluated on the relevance to the national AHIMT program. However, General Session speaker proposals may include specific AHIMT deployments that demonstrate how the national program is intended to support local emergencies as well as large scale incidents.

As consideration for presenting at this year's conference, General Session and Breakout Session speakers will have their registration fee waived if they choose. More information will be provided to the speakers whose proposals have been selected. In as much as the conference organizers would like to provide for the cost of travel, lodging, and meals in return for delivering a presentation(s), this is not possible due to fiscal constraints.

PRESENTATION TOPIC EXAMPLES AND SUGGESTIONS

The findings from the 2010 AHIMT TEC investigative report (*DeKalb to Denver: Current Issues and Priorities for All-Hazards Incident Management Teams*) completed by Dr. Amy K. Donahue and dated April 2011 are of specific interest to AHIMT practitioners. Speaker proposals related to the findings of this report will be given a higher priority in terms of being selected to present. The following section contains examples of potential topics that align with the report. This list is not all inclusive and should not discourage potential presenters from presenting topics not on this list. Several of the topic suggestions listed below can be presented in a round table format if more than one jurisdiction would like to team up with others.

- 1) How does your AHIMT take advantage of opportunities to work on position task books during planned events, exercises and incidents?
 - a) What type of events or exercises worked and didn't work,
 - b) How did you convince the planners or decision makers to work with you,
 - c) What were the criteria, parameters, you used to make it successful
- 2) Integrating the AHIMT into a jurisdictions HSEEP exercise; you just can't add the AHIMT and expect to get a good exercise.
 - a) How did you integrate them
 - b) What injects worked
 - c) What injects didn't work
 - d) What will you do differently next time
- 3) Marketing your AHIMT. The strategy we found successful to inform our elected leaders, regional representatives, and stakeholders about our team
 - a) How to request one,
 - b) What the AHIMT can be used for,
 - c) What you shouldn't use it for
 - d) What worked and didn't work

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- 4) AHIMT basic caches; what equipment, tools, supplies, and vehicles did we find necessary to deploy with when we first got the team off the ground.
 - a) How we purchased,
 - b) How we funded,
 - c) Who stores it,
 - d) Where and how is it stored,
 - e) Who maintains it

- 5) Advanced AHIMT caches; what equipment, tools, supplies, and vehicles did we find we needed over the years.
 - a) How we purchased,
 - b) How we funded,
 - c) Who stores it,
 - d) Where and how is it stored,
 - e) Who maintains it

- 6) Starting from scratch; how we developed our team from the beginning, single jurisdiction, not a regional approach.
 - a) Developing MOU's, MOA's, SOG's,
 - b) Selecting team members,
 - c) Pay issues,
 - d) Getting other agencies to buy off on the process.

- 7) Starting from scratch; how we developed our team from the beginning, a regional approach, not a single jurisdiction.
 - a) Developing MOU's, MOA's, SOG's,
 - b) Selecting team members,
 - c) Pay issues,
 - d) Getting other agencies to buy off on the process

- 8) Playing well in the sandbox; the EOC / AHIMT interface with your local EOC(s)

- 9) Deployment Case studies, Track #1 Use on events or exercises
 - a) The case studies should be about the team and how the team managed the event or exercise. This is not about the event or exercise per-se, but about the team and how it managed the deployment

- 10) Deployment Case studies, Track #2 Use on incidents
 - a) The case studies should be about the team and how the team managed the incident or event. This is not about the incident per-se, but about the team and how it managed the deployment

- 11) Shadowing 101 - What to expect; how to prepare (good roundtable)

- 12) Advances in social networking, implications, and pitfalls