



Version |1|  
TAB II

# Briefing Sheet

**Lead Department:** Fire                      **Action Officer:** Todd Wright, Fire Chief

**Subject:** National Incident Management System

**Action Requested:** Resolution

**Briefing:** 2/13/2006    **Public Hearing:**     Yes     No    \_\_\_\_\_    **Action:** 3/27/2006

**Expedite less than 30 days:**     Yes     No    \_\_\_\_\_

**If yes, explain rationale:**

**Executive Summary:** In accordance to the Homeland Security Presidential Directive (HSPD)-5, the President of the United States directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide framework for federal, state, local and tribal governments to work together more effectively and efficiently to respond to domestic emergency incidents, regardless of cause, size or complexity, the use of which would form one basis for federal emergency- and disaster-related grant eligibility.

**Background:** As a result of the challenges faced by first responders during the September 11, 2001 attacks the National Commission of Terrorist Attacks (the “9-11 Commission”) strongly and continuously recommends adoption of a standardized Incident Command System. Such a system will provide better continuity in the response to domestic emergency incidents.

**Staff Recommendation:** Staff recommends the approval of Resolution 2006-057 institutionalizing NIMS as a part of the Town’s emergency response planning and response efforts.

**History of Briefing:** (This section should be updated as the item moves through the process.)

**Date:** 2/13/06    **Discussion:** 1<sup>st</sup> Briefing Pending

- List Attachments:**
- *Resolution 2006-057*
  - *Homeland Security Presidential Directive-5*
  - *NIMS Requirements*
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**Resource Impact (time/funds/equipment):**

Staff time:  *Low*     *Moderate*     *High*  
*staff resource commitment if item is approved.*

Funding Source:    *N/A*

Resources Utilized:    *N/A*

**Staff Coordination (list communication efforts) mark agree, disagree or review.** (2<sup>nd</sup> Briefing is used when information has significantly changed from one briefing to the next.)

Required	Department	1 <sup>st</sup> Briefing	2 <sup>nd</sup> Briefing
X	<i>Town Manager</i>	<i>Agree</i>	
X	<i>Senior Director Resources Mgmt</i>	<i>Agree</i>	
X	<i>Senior Director Development Svcs</i>	<i>Agree</i>	
X	<i>Senior Director Community Svcs.</i>	<i>Agree</i>	
X	<i>Public Information Officer</i>	<i>Reviewed</i>	
<input checked="" type="checkbox"/>	<i>Budget and Analysis Manager</i>	<i>Agree</i>	
<input checked="" type="checkbox"/>	<i>Planning Director</i>	<i>Agree</i>	
<input checked="" type="checkbox"/>	<i>Town Engineer</i>	<i>Agree</i>	
<input checked="" type="checkbox"/>	<i>Building Codes Administrator</i>	<i>Reviewed</i>	
<input checked="" type="checkbox"/>	<i>Police Chief</i>	<i>Agree</i>	
<input checked="" type="checkbox"/>	<i>Fire Chief</i>	<i>Agree</i>	
<input checked="" type="checkbox"/>	<i>Parks &amp; Recreation Director</i>	<i>Agree</i>	
<input checked="" type="checkbox"/>	<i>Public Works Director</i>	<i>Agree</i>	
<input type="checkbox"/>	<i>Economic Development</i>		

**If disagreeing, then explain:**

*N/A*

**Public Information Plan:** *Answer the following questions to determine the level of Public Information Plan needed for this item:*

Question	YES or NO
Does the item's subject matter affect the majority of our population?	No
<i>(Note: specify the target audience within the Executive Summary section above.)</i>	
Would the action for the item have a direct affect, positive or negative, on community services currently provided to our citizenry (residential/business)?	Yes
Does the item propose an internal policy change?	Yes
Does the item propose an external policy change that would result in an amendment to our town codes, ordinances, Land Use Plan, or Zoning Map?	No
Does the item require an appropriation of funds equal to or over \$90,000?	No
Will/does the item relate to a Capital Improvements Project?	No
Are there any ordinance or general statute requirements for public notification?	No
<i>(Note: If so, cite the ordinance or general statute language within the Executive Summary section above.)</i>	
Does the item require a Public Hearing?	No
Will there be a public forum session held on the subject to gather input?	No

2006-057 BS National Incident Management System

(Check one of the following depending on the number of “yes” questions from above.)

- “Get Noticed” Public Information Plan for five or more YES answers.**
- “Legal Ease” Public Information Plan for three or four YES answers.**
- “Standard Issue” Public Information Plan for two or less YES answers.**



**RESOLUTION 2006-057 OF THE MORRISVILLE TOWN  
BOARD OF COMMISSIONERS PERTAINING TO THE  
ENDORSEMENT OF THE NATIONAL INCIDENT  
MANAGEMENT SYSTEM (NIMS) AND ESTABLISHING  
COMMITMENT TO USE OF NIMS FOR MANAGEMENT OF  
TECHNOLOGICAL, NATURAL AND TERRORISM  
EMERGENCIES**

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**WHEREAS**, in Homeland Security Presidential Directive (HSPD)-5, the President of the United States directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide framework for federal, state, local and tribal governments to work together more effectively and efficiently to respond to domestic emergency incidents, regardless of cause, size or complexity, the use of which would form one basis for federal emergency- and disaster-related grant eligibility; and

**WHEREAS**, the National Commission of Terrorist Attacks (the “9-11 Commission”) strongly and continuously recommends the adoption of a standardized Incident Command System; and

**WHEREAS**, it is necessary that all federal, state, local, and tribal emergency management agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

**WHEREAS**, training in, and use of, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve first-responder ability to safely and effectively manage emergency incidents, particularly in major emergencies that involve response of local, county, state and federal agencies; and

**WHEREAS**, many of the Incident Command System components of NIMS are already in general use by first-responder agencies in the Town of Morrisville;

**NOW, THEREFORE, BE IT RESOLVED THAT THE MORRISVILLE TOWN BOARD OF COMMISSIONERS**, adopts the National Incident Management System (NIMS) generally, and in particular, the incident command system standards contained in NIMS, as the emergency management standard for all Town of Morrisville departments that might be called upon to respond to a technological, natural or terrorism emergency, regardless of extent or severity;

**BE IT FURTHER RESOLVED THAT THE MORRISVILLE TOWN BOARD OF COMMISSIONERS**, directs all Town departments to adopt and apply incident-management training and education programs that are consistent with NIMS incident command standards, and further, that each department maintain incident-management skills training on such incident management techniques at a frequency that will support a continuing level of readiness in which to apply NIMS incident command standards as an integral element of response to technological, natural and terrorism emergencies;

Adopted this 27th day of March 2006.

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Jan Faulkner, Mayor

ATTEST:

Stacie Galloway, Deputy Town Clerk

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ENDORSEMENT OF THE NATIONAL INCIDENT  
MANAGEMENT SYSTEM (NIMS) AND ESTABLISHING  
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## NIMS Compliance Guidelines

January 2006

<b>Class</b>	<b>Required Attendance</b>
<p>NIMS 100 Introduction to ICS Required by Sept. 2006</p>	<p>All Police Dept members All Fire Dept members All Public Works Dept members Town Clerk Town PIO All TOM Supervisors/Managers All TOM Department Directors All TOM Department Directorates Town Manger</p>
<p>NIMS 200 Basic ICS Required by Sept. 2006 Training TBA</p>	<p>All Police Dept members All Fire Dept members All Public Works Dept members Town Clerk Town PIO All TOM Supervisors/Managers All TOM Department Directors All TOM Department Directorates Town Manger</p>
<p>NIMS 300 Intermediate ICS Required by Sept 2007 Training TBA Wake County will use UCC in place of NIMS 300 &amp; 400. This is a 40 course.</p>	<p>Police Supervisors Fire Supervisors Public Works Supervisors Department Directors Department Directorates Town Manager</p>
<p>NIMS 400 Advanced ICS Required by Sept. 2007 Training TBA Wake County will offer UCC in place of NIMS 300 &amp; 400. This is a 40 course.</p>	<p>Police Supervisors Fire Supervisors Public Works Supervisors Department Directors Department Directorates Town Manager</p>
<p>NIMS 700 Intro to NIMS NIMS 800 Intro to National Response Plan FD &amp; PD is offering NIMS 700 &amp; 800 at Sta.1 on Feb. 20, 9-12 p.m., Feb. 21, 9-12p.m. or Feb 22, 7-10p.m. Only one session is required</p>	<p>All Police Dept members All Fire Dept members All Public Works Dept members Town Clerk Town PIO All TOM Supervisors/Managers All TOM Department Directors All TOM Department Directorates Town Manger</p>

