

*I have two NIMS questions that I cannot find an answer to.*

*First, I have a City Recorder in a town where she is the only employee. Does she HAVE TO do the training (the on-line short course) and does the city HAVE TO pass the resolution?*

*Everything I could find used the word "should" but I could not find that she is required.*

NIMS is quick to say that you do not HAVE to do this, but according to a FEMA Fact Sheet dated March 1, 2007, Since October 1, 2005, all 56 States and Territories are required to meet NIMS implementation requirements to be eligible to receive Federal preparedness assistance in the form of grants, cooperative agreements and direct contracts. Therefore, if your city does not comply with FEMA NIMS training requirements, you may not be eligible to apply for, or receive, federal grants.

While NIMS training is required for emergency services workers (police, fire, EMS), public health workers, public works/services workers, and others, it is a good idea for most municipal government employees to have a basic understanding of the National Incident Management System (NIMS). Just two courses are required to comply with this requirement, and both may be taken on-line at any time that is convenient for the student. The two courses are IS-700: NIMS: an Introduction, and IS-100: Introduction to ICS. The classes should be completed in the order listed.

For employees who may respond to emergencies, or assist in recovery operations, first-line supervisors including Single Resource Leaders, Field Supervisors, and other emergency management/response personnel who supervise planning, response or recovery operations for Type 4 or higher incidents should complete IS-700: NIMS: an Introduction, IS-100: Introduction to ICS, and IS-200: ICS for Single Resources & Initial Action Incidents.

Mid-level management including Unit Leaders, Division/Group Supervisors, Branch Directors, Strike Team Leaders, and Task Force Leaders who manage supervisors and/or staff during planning, response or recovery operations for Type 3 or higher incidents should complete IS-700: NIMS: an Introduction, IS-100: Introduction to ICS, and IS-200: ICS for Single Resources & Initial Action Incidents, ICS-300: Intermediate ICS (this is a classroom only course), and IS-800: Intro to the National Response Framework.

Incident, Unified, and Area Command Staff including Incident Commander, Safety Officer, Liaison Officer, Public Information Officer, Intelligence Officer, their Deputies and Assistants; Operations, Planning, Logistics, and Finance/Administration Section Chiefs for Type 3 or higher incidents are required to complete IS-700: NIMS: an Introduction, IS-100: Introduction to ICS, and IS-200: ICS for Single Resources & Initial Action Incidents, ICS-300: Intermediate ICS (this is a classroom only course), ICS-400: Advanced ICS (this is a classroom only course) and IS-800: Intro to the National Response Framework.

*Second, when a city has completed the resolution and sent all of its people to training, to whom do they sent this compliance documentation?*

You will be asked on grant applications if you are NIMS compliant. The resolution is the proof.