



**OFFICE OF THE STATE FIRE MARSHAL
STATEWIDE TRAINING AND EDUCATION ADVISORY COMMITTEE
DEPARTMENT OF FORESTRY AND FIRE PROTECTION**

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Attachment 2

Date: January 18, 2013

To: Ronny J. Coleman, Chairman
Statewide Training and Education Advisory Committee
c/o State Fire Training
1131 S. Street
Sacramento, California 95811

From: Rodney Slaughter, State Fire Training

Subject/Agenda Action Item: Terrorism Liaison Officer (TLO) - Basic
Instructor Requirements & Course Plan

Recommended Actions:

This is information only and does not require action on the part of STEAC.

Background Information:

In January of 2010 STEAC unanimously approved the Terrorism Liaison Officer training program as an FSTEP course. STEAC then redirected this program back to SFT staff to complete the instructor registration process.

The objective of the TLO course is to have emergency responders recognize suspicious activity, develop reporting procedures, improve response readiness, and enhance fire fighter safety. An additional benefit, organizationally, is that trained Terrorism Liaison Officers is a requirement for access to Department of Homeland Security (DHS) grant funding.

Analysis/Summary of Issue:

TLO instructors must first meet the instructor criteria and be approved by the Regional Threat Assessment Center (RTAC). The RTAC requires background experience in civilian, military or government intelligence. SFT will register TLO instructors, with written verification from the RTAC, for individuals who also comply with all other SFT instructor registration requirements.

§4.2 Standard Requirements for SFT Registered Instructors

- (A) Program overview:
 - (1) The Registered Instructor application process allows professional fire industry personnel to qualify to teach specific OSFM courses.
 - (2) All CFSTES and FSTEP Instructors shall be registered with SFT.
- (B) Regional Instructor Orientation course.
 - (1) Have attended and passed the SFT "Regional Instructor Orientation" course or be a currently registered SFT instructor in good standing who has previously attended a Regional Instructor Orientation.
 - (2) Prospective instructors shall satisfy all instructor requirements and become registered within one (1) year of attending the Regional Instructor Orientation.
- (C) Ethical Leadership in the Classroom course.
 - (1) Have attended and passed the SFT "Ethical Leadership in the Classroom" course.
 - (2) Have your signed Instructor Code of Ethics/Conduct agreement processed by SFT.
- (D) Instructor training.
 - (1) Have attended and passed the Level 1 Instructor courses: Training Instructor 1A, 1B, and 1C.
- (E) Teaching experience.
 - (1) Have taught a minimum of 80 hours within a fire service/EMS related program in a formal classroom or drill ground environment.
- (F) Course work.
 - (1) Have attended and passed the SFT course you are applying to teach.

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§4.3.10 PREVENTION COURSES (CFSTES INSTRUCTORS)

- (A) Rank and occupational experience (performing in an "acting" capacity does not qualify).
 - (1) Fire Prevention 1A, 1B, and 1C.
 - (a) Held the position of prevention officer for a minimum of three (3) years within a California fire department.
 - (2) Fire Prevention 2A, 2B, 2C, 3A, and 3B (both of the following):
 - (a) Held the position of prevention officer for a minimum of three (3) years within a California fire department.
 - (b) Course specific expertise relating to the content of the course.

§4.3.11 PUBLIC EDUCATION COURSES (CFSTES INSTRUCTORS)

- (A) Rank and occupational experience (performing in an "acting" capacity does not qualify).
 - (1) Held the position of public education officer for a minimum of three (3) years within a California fire department.

§4.3.12 TERRORISM LIAISON OFFICER (TLO) (FSTEP INSTRUCTORS)

- (A) TLO instructors must be preapproved to teach the TLO course by the local Regional Threat Assessment Center (RTAC) before applying as a registered SFT instructor.



COURSE INFORMATION AND REQUIRED MATERIALS

Course: Terrorism Liaison Officer (TLO) - Basic FSTEP
Hours: 8
Designed For: Firefighters, Fire Investigators, Fire Inspectors, and Fire Dispatchers
Description: To educate the basic entry level Terrorism Liaison Officer with the policies and procedures of the Fusion Center which they will be working with in their Area of Responsibility. This training essential for fire service personnel working with multiple discipline stakeholders who share information with the California Fusion Centers.
Prerequisites: None
Certification: None
Standard: 80%
Class Size: 50
Restrictions: Public Safety Personnel only not intended for General Public.

REQUIRED STUDENT MATERIALS	EDITION	PUBLISHER
TLO Basic Student Manual (distributed in class by the instructor)	First Edition	Fusion Center
REQUIRED INSTRUCTOR MATERIALS		
TLO Instructor Guide (distributed by the Fusion Center to approved instructors)	First Edition	Fusion Center

VENDOR CONTACT INFORMATION	
Fusion Center	https://ncric.org/

COURSE TITLE COURSE PLAN

Module 1 – Overview and Introduction 1:00

Scope Statement: Participants are provided an overview of the course and a brief history of the national and statewide TLO concept. The module also introduces key, foundational concepts and sets the stage for instruction in subsequent modules.

Terminal Learning Objective (TLO): Participants will be able to state the course purpose and explain the importance of understanding, developing/enhancing counterterrorism intelligence and operational strategies.

Enabling Learning Objectives (ELO): At the conclusion of this module, participants will be able to summarize the following:

1. TLO Mission
2. Course Objectives
3. Core Concepts

Instructional Strategy: Lecture and participant discussion.

Assessment Strategy: Instructor assessment of learner participation using two-way discussions.

Practical Exercise Statement: Pre-test administration and review of answers.

Module 2 – The Role of the TLO 1:00

Scope Statement: Participants will be given a brief history and evolution of fusion centers and their intended functionality. Participants will be introduced to the history and development of the TLO Program in California, and the role of the TLO in support of the California State Threat Assessment System (STAS). The participants will be introduced to their unique Regional Threat Assessment Center and their individual capabilities. Specifically, instruction addresses TLO information sharing; terrorism/all-crimes information collection; internal agency training; public and private sector outreach; and TLO recruitment. Instruction addresses TLO role in identifying crime trends; officer safety issues; and indicators and warning signs of potential terrorist activities. During this module, participants also receive instruction on safeguarding restricted information and will complete non-Disclosure agreement.

Terminal Learning Objective (TLO): Participants will be able to state the role of the TLO in supporting the STAS and will be able to identify the unique capabilities and policies of their specific Regional Threat Assessment Center.

Enabling Learning Objectives (ELO): At the conclusion of this module, participants will be able to:

1. Explain the reason and functionality of fusion centers



COURSE INFORMATION AND REQUIRED MATERIALS

COURSE TITLE COURSE PLAN

- 2. Describe the responsibilities of California STAS and the regionally specific RTAC
- 3. Explain the fusion center’s “all threats”, “all crimes”, and “all hazards concept”
- 4. Describe the roles and expectations for the TLO partnerships that currently exist with the regionally specific RTAC
- 5. Describe the 8 Indicators of Terrorism

Instructional Strategy: Lecture and participant discussion.

Assessment Strategy: Instructor assessment of learner participation using two-way discussions.

Module 3 – TLO and Fusion 2:00

Scope Statement: This module addresses the TLO role within a post September 11, 2001 domestic intelligence system and how the information provided by TLO into the fusion center is used to facilitate the initiation of investigations and/or the direct interdiction of criminal activities and terrorism threats. Participants are introduced to the distinctions between investigations versus intelligence and their diverse purposes. Instruction also familiarizes participants with the organization and structure of the U.S.

Intelligence Community and its relationship with local, county, state stakeholders. Participants will receive instruction on legal issues and privacy policies such as 28CFR, ensuring that the student understands that criminal intelligence systems and operations conform to the privacy and constitutional rights of individuals.

Terminal Learning Objective (TLO): Participants will understand the national domestic intelligence system and how TLO information contributes to the larger effort.

Enabling Learning Objectives (ELO): At the conclusion of this module, participants will be able to describe the following characteristics of the U.S. domestic intelligence system:

- 1. The distinction between fusion and intelligence
- 2. The intelligence cycle and understand planning, collection, processing, collation, analysis, dissemination and reevaluation of information
- 3. Tactical, operational and strategic intelligence
- 4. The organizational structure of the National Intelligence Community and its relationship with local, county, tribal and state law enforcement and other stakeholders.
- 5. 28 Code of Federal Regulations, Part 23 (28CFR) and explain the necessity of conforming with constitutional rights of individuals

Instructional Strategy: Lecture, participant activity, participant discussion, and feedback presentation.

Assessment Strategy: Instructor assessment of learner participation using two-way discussions and feedback presentations.

Practical Exercise Statement: Not Applicable

Module 4 - Overview of Terrorism..... 3:50

Scope Statement: Instruction and participant discussions in this 3.5-hour module review the defining characteristics of terrorism. The module addresses terrorism across the spectrum of transnational, international, domestic, and single-issue categories. Instruction defines each terrorism category and further addresses their various distinctions and characteristics. Additionally, instruction addresses exemplar groups practicing these various types of terrorism and explores each group’s history, capabilities and intentions, method of operation, and future outlook as a threat to national interests. Terrorism groups and movements addressed in this introductory overview include: transnational terrorist organizations such as al Qaeda and its affiliates in Yemen, North Africa, Somalia, and Indonesia; international terrorist organizations such as Hezbollah and HAMAS; domestic terrorist phenomena such as homegrown violent jihadist, white supremacist, and anti-government groups; and single-issue movements such as animal rights, environmental extremists, and anti-abortionist.

Terminal Learning Objective (TLO): Participants will have an enhanced understanding of the capabilities, intentions, tactics, techniques, and procedures of specified transnational, international, domestic, and single-issue terrorist groups.

Enabling Learning Objectives (ELO): At the conclusion of this course, participants will be able to:

- 1. Define the principle characteristics of terrorism.



COURSE INFORMATION AND REQUIRED MATERIALS

COURSE TITLE COURSE PLAN

2. Define and describe the four categories of terrorism discussed in the module.
3. Describe the history, objectives, and method of operations of:
 - al Qaeda
 - Hezbollah
 - HAMAS.
4. Describe the origins and ideology of the modern white supremacy movement.
5. Characterize the Sovereign Citizen extremists' threat to law enforcement.
6. Characterize the nature of the threat presented by single-issue terrorists groups and movements such as animal rights, environmental extremists, and anti-abortionists.

Instructional Strategy: Lecture and participant discussion.

Assessment Strategy: Instructor assessment of learner participation using two-way discussions.

Practical Exercise Statement: Not Applicable.

Module 5 - Course Conclusion 0:30

Scope Statement: Instruction and participant discussion in this 30-minute module reviews relevant lessons and clarifies core concepts as requested by participants or as identified by instructors.

Terminal Learning Objective (TLO): Participants will be able to perform duties of a basic TLO.

Enabling Learning Objectives (ELO): At the conclusion of this module, participants will be able to summarize the following:

1. TLO Role and Responsibilities
2. National Fusion Center Intelligence process and how TLO participates in it

Instructional Strategy: Lecture and participant discussion.

Assessment Strategy: Instructor assessment of learner participation using two-way discussions.

Practical Exercise Statement: Not Applicable.



December 27, 2012

California Office of State Fire Marshal
State Fire Training

SUBJECT: Regional Threat Assessment Center (RTAC) Approved Terrorism Liaison Officer
(TLO) Basic Course Instructor

To whom it may concern,

This letter is to certify that Hal Kempfer is an RTAC approved TLO Basic Instructor. He has been teaching the course for our RTAC since 2008.

As a matter of clarification the Joint Regional Intelligence Center (JRIC) is one of four Department of Homeland Security (DHS) approved RTAC's in the state of California.

If you have any questions regarding Mr. Kempfer's qualifications, please feel free to contact my TLO Training Program Manager, Britton Schaefer at (213) 379-1223 or email him at Britton.Schaefer@Jric.org.

Sincerely,

A handwritten signature in black ink that reads "Leslie Gardner". The signature is written in a cursive style.

Leslie Gardner
Executive Director
Joint Regional Intelligence Center - Norwalk