



COMMAND 2A

Commanding Multi-alarm/Multi-agency Structure Fires

Course Outline



Course Outline

Prerequisites: I-300 Intermediate ICS, Command 1A

Course Objectives: To provide the student with...

- a) Principles of command during a structure fire involving multi-alarm/multi-agencies.
- b) Information on command safety during a structure fire involving multi-alarm/multi-agencies.
- c) Information on Chief Fire Officer incident actions, including development of an incident action plan for a structure fire involving multi-alarm/multi-agencies.
- e) Information on the roles and responsibilities of a Chief Fire Officer for post-incident actions at a structure fire involving multi-alarm/multi-agencies.
- f) The opportunity to gain experience in a controlled environment through simulations of a structure fire involving multi-alarm/multi-agencies.

Course Content 40:00

Unit 1: Course Introduction

- 1-1 Orientation And Administration 1:00
- 1-2 Review Of Command 1A Command Principles 1:00

Unit 2: Command Considerations At Multi-alarm/Multi-agency Incidents

- 2-1 Operational Leadership And Ethics For The Chief Fire Officer 1:00
- 2-2 Organizational Concepts For Commanding Reinforced Incidents 1:00
- 2-3 Evaluating The Preincident Plan 0:30
- 2-4 Assume, Transfer, And Termination of Command..... 1:00

Unit 3: Chief Fire Officer Responsibilities For Command Safety

- 3-1 Decision Making On The Reinforced Incident 1:00
- 3-2 The Five-step Risk Management Process For Reinforced Incidents 1:30
- 3-3 Handling Refusal of Risk 0:30
- 3-4 Considerations For Emergency Responder Rehabilitation 0:30

Unit 4: Chief Fire Officer Incident Actions At Multi-alarm/Multi-agency Structure Fires

- 4-1 The Transfer of Command Process 1:00
- 4-2 Sizing Up Reinforced Incidents 1:30
- 4-3 Developing And Implementing An Incident Action Plan For A Multi-alarm/
Multi-agency Structure Fire 2:00



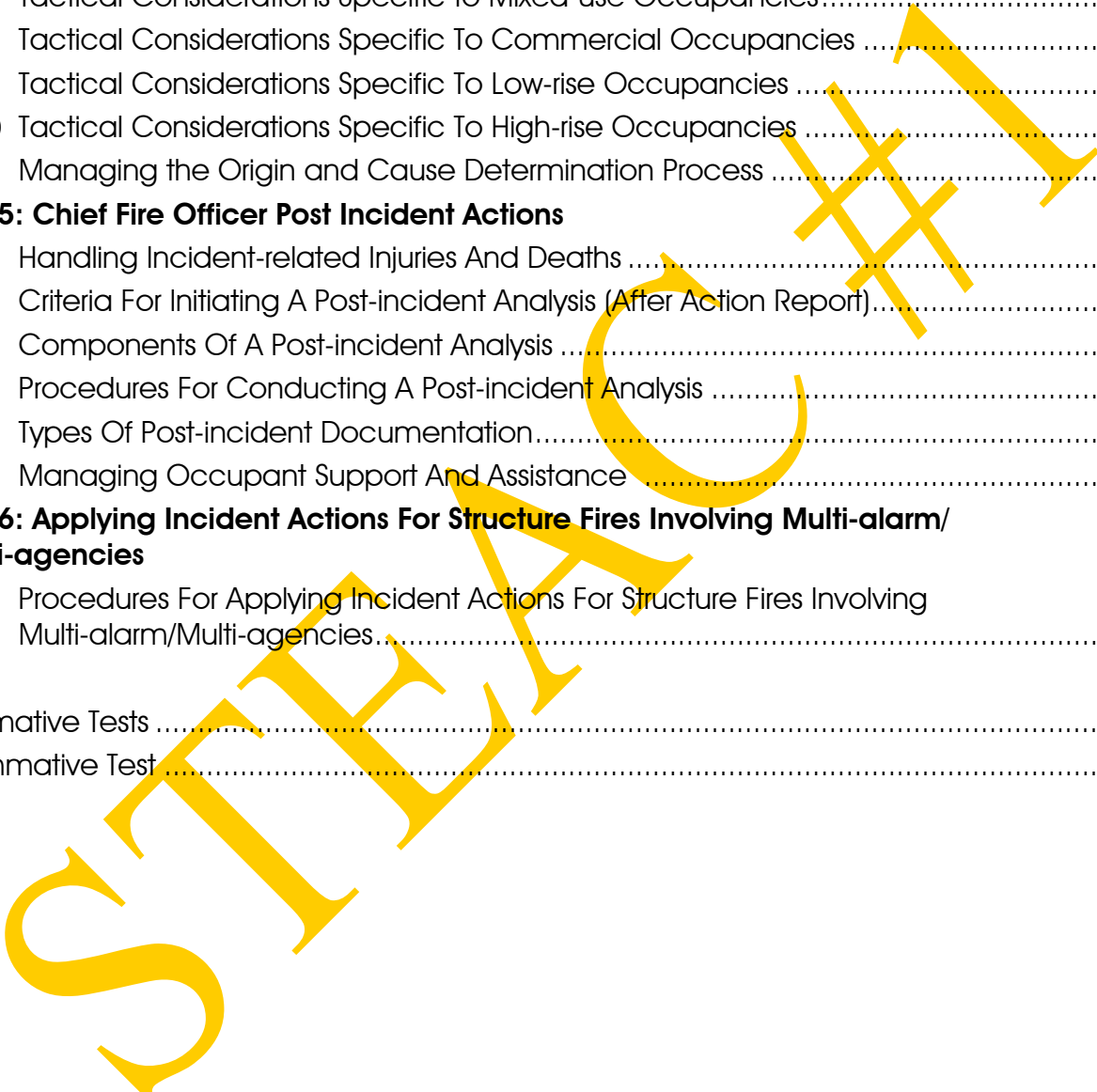
COMMAND 2A

Commanding Multi-alarm/Multi-agency Structure Fires

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4-4 Incident Documentation Utilizing Tactical Worksheets And Written Incident Action Plans.....	1:30
4-5 Tactical Considerations Specific To Single-family Residences	1:00
4-6 Tactical Considerations Specific To Multi-family Residences	1:00
4-7 Tactical Considerations Specific to Mixed-use Occupancies.....	1:00
4-8 Tactical Considerations Specific To Commercial Occupancies	1:00
4-9 Tactical Considerations Specific To Low-rise Occupancies	2:00
4-10 Tactical Considerations Specific To High-rise Occupancies	2:00
4-11 Managing the Origin and Cause Determination Process	0:15
Unit 5: Chief Fire Officer Post Incident Actions	
5-1 Handling Incident-related Injuries And Deaths	0:30
5-2 Criteria For Initiating A Post-incident Analysis (After Action Report).....	0:30
5-3 Components Of A Post-incident Analysis	0:30
5-4 Procedures For Conducting A Post-incident Analysis	0:30
5-5 Types Of Post-incident Documentation.....	0:15
5-6 Managing Occupant Support And Assistance	0:30
Unit 6: Applying Incident Actions For Structure Fires Involving Multi-alarm/ Multi-agencies	
6-1 Procedures For Applying Incident Actions For Structure Fires Involving Multi-alarm/Multi-agencies.....	10:00
Formative Tests	3:00
Summative Test	1:00





COMMAND 2B

All-risk Command Operations for the Chief Fire Officer

Course Outline



Course Outline

Prerequisites: Command 1B, Command 2A

Course Objectives: To provide the student with...

- a) Command considerations specific to a reinforced hazardous materials incident, including the utilization of the Incident Command System.
- c) Command considerations specific to a reinforced multi-casualty incident, including the utilization of the Incident Command System.
- d) Command considerations specific to a reinforced technical rescue incident, including the utilization of the Incident Command System.
- e) Command considerations specific to terrorism and weapons of mass destruction incidents, including the utilization of the Incident Command System.
- f) The role and responsibilities of an Emergency Operations Center or Department Operations Center.
- g) The opportunity to gain experience in a controlled environment through simulations involving expanded hazardous materials, multi-casualty, technical rescue, and terrorism and weapons of mass destruction incidents.

Course Content **40:00**

Unit 1: Course Introduction

1-1 Orientation And Administration 1:00

Unit 2: Commanding A Reinforced Hazardous Materials Incident

2-1 Interagency And Intra-Agency Roles And Responsibilities 0:30

2-2 ICS At A Reinforced Hazardous Materials Incident 0:30

2-3 Assume, Transfer, And Termination Of Command 0:30

2-4 Risk Assessment Considerations At A Reinforced Hazardous Materials Incident 1:30

2-5 Command Considerations Specific To A Reinforced Hazardous Materials Incident 1:00

2-6 Case Studies 1:00

2-7 Scenario-based Exercises 3:00

Unit 3: Commanding A Reinforced Multi-casualty Incident

3-1 Interagency And Intra-Agency Roles And Responsibilities 0:30

3-2 ICS At A Reinforced Multi-casualty Incident (MCI) 0:30

3-3 Assume, Transfer, And Termination Of Command 0:30



COMMAND 2B

All-risk Command Operations for the Chief Fire Officer

Course Outline



3-4	Risk Assessment Considerations At A Reinforced MCI	1:00
3-5	Command Considerations Specific To A Reinforced MCI	1:00
3-6	Case Studies	1:00
3-7	Scenario-based Exercises	3:30
Unit 4: Commanding A Reinforced Technical Rescue Incident		
4-1	Interagency And Intra-Agency Roles And Responsibilities	0:30
4-2	ICS At A Reinforced Technical Rescue Incident	0:30
4-3	Assume, Transfer, And Termination Of Command	0:30
4-4	Risk Assessment Considerations At A Reinforced Technical Rescue Incident.....	1:30
4-5	Command Considerations Specific To A Reinforced Technical Rescue Incident	1:00
4-6	Case Studies	1:00
4-7	Scenario-based Exercises	3:00
Unit 5: Commanding Terrorism And Weapons Of Mass Destruction Incidents		
5-1	Interagency And Intra-Agency Roles And Responsibilities	0:30
5-2	ICS At A Terrorism And Weapons Of Mass Destruction Incident	0:30
5-3	Assume, Transfer, And Termination Of Command	0:30
5-4	Risk Assessment Considerations At A Terrorism And Weapons Of Mass Destruction Incident	1:30
5-5	Command Considerations Specific To A Terrorism And Weapons Of Mass Destruction Incident	1:00
5-6	Case Studies	1:00
5-7	Scenario-based Exercises	3:00
Unit 6: EOC/DOC Roles and Responsibilities		
6-1	EOC/DOC Function and Organization	1:00
6-2	EOC/DOC Operations	1:00
6-3	EOC/DOC Communication Coordination	0:30
	Local EOC/DOC	0:30
	Site Visit of Local EOC/DOC (Optional)	
	Formative Tests	3:00
	Summative Test	1:00



COMMAND 2C

Command Operations For An Expanding Wildland Fire Incident

Course Outline



Course Outline

Prerequisites: S-290: Intermediate Fire Behavior, Command 1C, and Command 2A

Course Objectives: To provide the student with...

- a) Principles of command and leadership during a wildland fire incident, from initial attack to transitioning to an incident management team
- b) Information on command safety during a wildland fire incident
- c) Information on Chief Fire Officer incident actions, including development of an Incident action plan for a wildland fire incident
- d) Information on wildland fire behavior and its effect on decision making
- e) Information on the roles and responsibilities of a Chief Fire Officer for post wildland fire incident actions
- f) The opportunity to gain experience in a controlled environment through wildland fire simulation

Course Content 40:00

Unit 1: Course Introduction

- 1-1 Orientation and Administration 1:00
- 1-2 Review Of Command 1C Command Principles..... 1:00

Unit 2: Command Considerations For A Reinforced Wildland Fire Incident

- 2-1 Operational Leadership For The Chief Fire Officer During A Reinforced Wildland Fire Incident..... 1:30
- 2-2 Organizational Concepts For Commanding A Reinforced Wildland Fire..... 1:00
- 2-3 Preincident Planning Factors That Influence A Reinforced Wildland Fire 1:30
- 2-4 Assume, Transfer, And Termination Of Command 1:00

Unit 3: Chief Fire Officer Responsibility For Command Safety At A Reinforced Wildland Fire Incident

- 3-1 Wildland Fire Behavior And Its Effect On Decision Making..... 1:00
- 3-2 Decision Making On A Reinforced Wildland Fire Incident 2:00
- 3-3 The Five-step Risk Management Process on a Reinforced Wildland Fire Incident (from Incident Response Pocket Guide)..... 0:30
- 3-4 Influencing Factors at a Reinforced Wildland Fire Incident..... 1:30
- 3-5 Handling Refusal of Risk 0:30
- 3-6 Considerations for Emergency Responder Rehabilitation 0:30



COMMAND 2C

Command Operations For An Expanding Wildland Fire Incident

Course Outline



Unit 4: Chief Officer Incident Actions At A Reinforced Wildland Fire Incident

4-1	The Transfer of Command Process	1:00
4-2	Sizing-up Wildland Fire Incidents	1:00
4-3	Developing And Implementing An Incident Action Plan For A Reinforced Wildland Fire Incident.....	4:00
4-4	Incident Documentation Utilizing Tactical Worksheets And Written Incident Action Plans.....	1:30
4-5	Tactical Considerations Specific To A Reinforced Wildland Fire	1:00
4-6	Managing the Origin and Cause Determination Process At A Wildland Fire	0:15

Unit 5: Chief Fire Officer Post-incident Actions

5-1	Criteria for initiating a Post-incident Analysis (After Action Report)	0:30
5-2	Components of a Post-incident Analysis.....	0:30
5-3	Procedures for conducting a Post-incident Analysis.....	0:30
5-4	Types of Post-incident Documentation	0:15
5-5	Occupant Support and Assistance Actions	0:30

Unit 6: Applying Incident Actions For A Reinforced Wildland Fire Incidents

6-1	Procedures For Applying Incident Actions For A Reinforced Wildland Fire.....	12:00
	Formative Tests	3:00
	Summative Test	1:00

STEEL



LEADERSHIP 2

Leadership Development for the Chief Fire Officer



Course Outline

Course Outline

Prerequisites: Leadership 1

Course Objectives: To provide the student with...

- a) Information to recognize the leader's role and influence in organizations.
- b) The signs and symbols of organizational culture and how they influence organization behavior.
- c) Information to articulate the leader's role in shaping and reinforcing organizational values.
- d) The process of developing a successful learning organization.
- e) The process a leader uses to translate vision into action.
- f) The role of a leader in organizational change.
- g) The impacts of and obstacles to organizational change.
- h) The concepts of defensive and productive reasoning and their effects on organizational systems.
- i) Strategies and skills to decrease organizational defenses.
- j) The indicators of organizational health.
- k) The leader's role in monitoring and measuring organizational health.
- l) Contemporary societal issues and techniques to analyze their impact on public safety organizations.

Course Content	40:00
Unit 1: Course Introduction	
1-1 Orientation And Administration	1:00
1-2 The Role Of A Leaders	1:00
Unit 2: The Leader's Role In An Organization	
2-1 Leadership That Gets Results	0:30
2-2 Leadership Styles And Influences	0:30
Unit 3: Organizational Culture And Leadership	
3-1 Effect Of Climate On Organizational Culture	0:30
3-2 Leadership And Organizational Culture	0:30
3-3 Defining Organizational Culture	1:00
Unit 4: Shaping And Reinforcing Organizational Values	
4-1 Overview Of Organizational Values	0:30
4-2 Identifying Organizational Values	0:30
4-3 The Influences Of Values On Organizational Culture	1:00
4-4 Video Case Study: Gung Ho	2:00



LEADERSHIP 2

Leadership Development for the Chief Fire Officer



Course Outline

Unit 5: The Learning Organization

5-1	Leading Learning Organizations.....	0:15
5-2	Obstacles To Organizational Learning.....	0:45
5-3	Senge’s Five Disciplines	1:00
5-4	Class Activity: Toxic Waste Dump	1:00
5-5	Video Case Study: Citizen X	2:30

Unit 6: Leading Vision Into Action

6-1	Vision To Action.....	1:00
6-2	Individual Activity: Paper Snowflakes	0:30

Unit 7: Leading Organizational Transition

7-1	Leaders As Change Agents.....	0:30
7-2	Small Group Activity: The Allegory Of The Cave/Letters From Birmingham	1:00
7-3	Overcoming Resistance To Change	1:00
7-4	Small Group Activity: Puzzle Madness.....	1:00
7-5	Leading Transitions –William Bridges	1:00
7-6	Small Group Activity: Planning To Lead Transition	1:00
7-7	Video Case Study: Sister Act.....	2:00

Unit 8: Overcoming Organizational Defenses

8-1	Introduction To Overcoming Organizational Defenses.....	0:30
8-2	Defensive Reasoning Model 1 Behavior.....	1:00
8-2	Video Case Study: The Truth About Lies.....	1:30
8-3	Productive Reasoning Model 2 Behavior.....	1:00
8-4	Video Case Study: Twelve Angry Men	2:00

Unit 9: Organizational Health

9-1	Indicators Of Organizational Health	1:00
9-2	Video Case Study: Return With Honor.....	2:00
9-3	Video Case Study: Emotional Survival	2:00

Unit 10: Contemporary Issues In Public Safety Leadership

10-1	Small Group Dialogue: Current Issues (Pre-Class Assignment).....	3:00
10-2	Course Review And Wrap Up.....	0:30

Formative Tests	1:00
Summative Test	1:00



MANAGEMENT 2A

Fire Service Administration

Course Outline



Course Outline

Prerequisite: Management 1

Course Objectives: To provide the student with...

- a) An overview of the roles and responsibilities of a Chief Fire Officer.
- b) Information on the Chief Fire Officer's role in communication and human resource management.
- c) Considerations for managing the performance evaluation process
- d) Methods for creating a professional development plan.
- e) The role of the Chief Fire Officer in community events.
- f) Information on developing and implementing department policies.
- g) Information on a fire department's record management system.
- h) Information on managing an injury and illness prevention program.

Course Content..... **40:00**

Unit 1: Course Introduction

1-1 Orientation And Administration..... 1:00

Unit 2: Chief Fire Officer's Role And Responsibilities

2-1 Roles And Responsibilities Of A Chief Fire Officer 0:30

2-2 The Relationship Between A Chief Officer And Other Members Of The Organization 0:30

2-3 The Establishment Of Organizational Core Values, Mission, Vision, Goals, Strategy And Tactics 0:30

Unit 3: Chief Officer's Role In Communication

3-1 The Communication Model (Cycle) (Take Home Activity)..... 1:00

3-2 Factors That Affect Communication (Group Activity) 1:30

3-3 Public Speaking (Group Activity)..... 2:00

3-4 Communication Mediums..... 0:30

3-5 Principles Of Effective Writing 1:00

Unit 2: Human Resource Management

4-1 Establishing Personnel Assignments..... 2:00

4-2 The Process Of Delegation In Order To Empower Personnel 0:30

4-3 Developing Organizational Plans 1:00



MANAGEMENT 2A

Fire Service Administration

Course Outline



4-4 Factors That Affect Personnel Assignments 1:00

Unit 3: Managing The Performance Evaluation Process

5-1 Goals And Objectives Of Performance Evaluation 1:00

5-2 Types Of Performance Evaluation Instruments 0:30

5-3 Common Errors Found In Performance Evaluations..... 0:30

5-4 The Elements Of A Performance Evaluation Program 1:00

5-5 Performance Improvement Plans And Their Use 0:30

Unit 6: Professional Development Plans

6-1 Educational Requirements And Essential Job Functions For A Designated Promotion..... 0:30

6-2 Assessment Tools Utilized For A Promotional Process 0:30

6-3 Creating A Professional Development Plan (Activity) 1:00

Unit 7: Leadership Role In Community Events

7-1 Community Organizations, Civic Events, And Formal And Informal Community Leaders With Which The Fire Department Interacts 0:30

7-2 Describe The Actions Needed To Assume A Leadership Role In Given Community Organizations And Events To Enhance The Image Of The Fire Department..... 1:00

#8: Administration

8-1 Effect Policies May Have On Officers, Crews, And The Department 0:30

8-2 Why Accuracy, Clarity, And Impartiality Are Important In Developing, Interpreting And Implementing Department Policies 1:00

8-3 Methods For Delegating And Reviewing A Policies Or Procedures 1:00

8-4 Components Of A Change Management Plan 0:30

#9: Department Record Management System

9-1 Purpose And Function Of Records And Reports 2:00

9-2 Appropriate Context Of Most Records And Reports 0:30

9-3 Security Issues Related To Record Keeping..... 0:15

9-4 Methods Used To Develop A Record Management System..... 0:30

9-5 Benefits Of A Record Management System..... 1:00

9-6 Information System Management Process 0:15

9-7 Types Of Records Stored In A Information Management System..... 0:15

9-8 Components Of An Electronic Data Storage And Retrieval System 0:15

Unit 10: Injury And Illness Prevention Program

10-1 Laws, Regulations And Policies That Affect Fire Fighter Health And Safety 1:00



MANAGEMENT 2A

Fire Service Administration

Course Outline



10-2 Components Of An Injury And Illness Prevention Program	1:00
10-3 Laws And Regulations Relating To Worker's Compensation, Disability Procedures And Retirements.....	1:00
10-4 Common Causes Of Unsafe Acts, Health Exposures, And Conditions That Result In Fire Fighter Injuries, Occupational Illnesses, And/Or Deaths.....	1:00
10-5 Procedures On How To Supervise And/Or Conduct An Accident Investigation	2:00
10-6 Developing Reports That Include Actions Taken And Recommendations As A Result Of An Accident Or Health Exposure	2:00
Formative Tests	3:00
Summative Test	1:00

STEAC





MANAGEMENT 2B

Fire Service Program Management

Course Outline



Course Outline

Prerequisite: Management 1

Course Objectives: To provide the student with...

- a) Information on managing administrative services programs
- b) Information on managing support services programs
- c) Information on managing an EMS program
- d) Information on managing an emergency services special operations program
- e) Information on managing a training program
- f) Information on managing a volunteer/reserve program
- g) Information on managing a company inspection program

Course Content..... 40:00

Unit 1: Course Introduction

1-1 Orientation And Administration..... 1:00

Unit 2: Administrative Services Program Management

2-1 Types And Purposes Of Administrative Services Programs 0:45

2-2 Functions Of An Information Technology Program..... 0:30

2-3 Managing A Human Resources Program 1:30

2-4 Managing Media Relations..... 1:00

2-5 Elements In An Employee Assistance Program 1:00

2-6 Principles Of Financial Management..... 0:45

2-7 Considerations Relating To Budgeting 1:00

2-8 The Capital Budgeting Process :30

2-9 Developing A Request For Proposal 0:45

2-10 Department Specific Bidding Process..... 0:30

2-11 Bid Specification Guidelines..... 1:00

2-12 Requirements For Bidders..... 0:30

Unit 3: Support Services Program Management

3-1 Components Of A Support Services Program 0:15

3-2 Managing Facilities And Facilities Maintenance..... 0:30

3-3 Managing An Apparatus Program 1:00

3-4 Managing An Equipment Program 1:00



MANAGEMENT 2B

Fire Service Program Management



Course Outline

3-5	Managing An Emergency Communication Center	1:00
3-6	Interaction/Coordination With Other Entities	1:00

Unit 4: EMS Program Management

4-1	Historical Perspective Of EMS	0:30
4-2	EMS Systems Within California	0:30
4-3	EMS Terminology	0:15
4-4	EMS Laws And Regulations	1:00
4-5	Reviewing And Analyzing The Department's EMS Program.....	0:30
4-6	EMS Human Resources And Staffing	0:15
4-7	Quality Assurance, Improvement, And Professional Standards	1:00
4-8	EMS Public Information, Education, And Relations	0:15
4-9	Local Medical Oversight, Control, And Direction	0:30
4-10	Management Of Patient Care Records	0:30
4-11	EMS Finances And Budget Considerations.....	1:00
4-12	EMS Personnel Recordkeeping And Data Management	0:15
4-13	EMS Communications.....	0:15
4-14	EMS Operations.....	1:00
4-15	EMS Risk Management.....	0:30
4-16	EMS Training Requirements For Basic Life Support (BLS) And Advanced Life Support (ALS) Responders	0:15
4-17	EMS Reporting Requirements	0:30

Unit 5: Emergency Services Special Operations Program Management

5-1	Goals And Objectives Of Special Operations Program.....	0:15
5-2	Types Of Special Operations	0:30
5-3	Methods Used To Develop Special Operations Program Criteria	1:00
5-4	Components Of A Special Operations Program	2:00

Unit 6: Training Program Management

6-1	Developing And Implementing A Training Program	2:00
6-2	Components Of The Training Team Required To Implement And Maintain A Training Program	0:30
6-3	Methods Used To Develop Training Program Criteria	1:00

Unit 7: Volunteer/Reserve Fire Fighter Program Management

7-1	Goals And Objectives Of A Volunteer/Reserve Fire Fighter Program	0:15
7-2	Components Of A Volunteer/Reserve Fire Fighter Program.....	1:00



MANAGEMENT 2B

Fire Service Program Management



Course Outline

Unit 8: Company Inspection Program Management

8-1	Components Of A Company Inspection Program	0:30
8-2	Methods Used To Evaluate A Company Inspection Program	0:30
8-3	Process For Determining The Effectiveness Of A Company Inspection Program	0:30
8-4	Steps Involved In Making Revisions To A Company Inspection Program.....	0:30
8-5	Situations That May Result In A Standby Life Safety Assignment	0:15
8-6	Duties And Responsibilities Of A Standby Life Safety Assignment	0:30
8-7	California Fire Code And Other Regulatory Sections Relating To Standby Life Safety Requirements	0:15
Formative Tests		3:00
Summative Test		1:00

STEEL