



Homeland Security
and Emergency Services

Fire Prevention
and Control

2019 NEW YORK STATE NATIONAL FIRE ACADEMY WEEKEND

EMMITSBURG, MARYLAND

MARCH 22-24, 2019

The New York State Office of Fire Prevention and Control (OFPC) is proud to announce the 34th Annual New York State Weekend at the National Fire Academy.

NYS Weekend check-in at the NFA begins on March 22, 2019 at 4:00 p.m. The weekend agenda will be distributed at check-in. Classes will commence on Friday March 22, 2019 and continue Saturday the 23rd and Sunday the 24th, 2019 (see Itinerary of events). Those wishing to attend the 2019 weekend must complete the included NYS Weekend Registration Form and the FEMA General Admissions Short Form located at http://www.usfa.fema.gov/downloads/pdf/ff_119_25_2_75_5a.pdf and return both to the address below by January 18, 2019 to:

OFPC-NYS Weekend
1220 Washington Avenue
Bldg. 7A Floor 2
Albany, NY 12226

If you have any questions, contact the office of Fire Prevention and Control at NYSWeekend@dhses.ny.gov or call 518-474-6746

HOW TO APPLY

New York State Weekend Registration Application:

Complete the included NYS Weekend registration application, indicate your course preferences in rank order, you should select at least three courses in order of preference with first labeled #1. Draw a line through or insert a Zero (0) for any course you have already taken or do not wish to be considered for. If no alternate selections are indicated, you will limit your ability to attend the weekend. Indicate if you wish to be placed on the stand-by list if rejected because courses are filled. **Please make sure you include your e-mail address. All contact will be made electronically.**

FEMA General Admissions Application Short Form:

Download and complete the FEMA general admissions short form, http://www.usfa.fema.gov/downloads/pdf/ff_119_25_2_75_5a.pdf selection will be based on National Fire Academy selection criteria as well as the fire service background and description of how this course relates to your current duties as provided on the application.

Important: Please make sure you include your e-mail address on the FEMA application. NFA certificates will be e-mailed to students. Authorizing signatures are required and the applicant cannot sign as the authorizing party.

Cost:

There is no cost to attend training or for lodging at the National Fire Academy. Students attending the NYS Weekend are responsible for their own meals (NFA weekend cost is approx. \$52.00) and transportation. Further details will be provided in the confirmation correspondence.

Student Federal SID Number:

NFA no longer uses Social Security Numbers for their application process. Instead a unique identifier to record class registration, send acceptance and rejection notifications, provide stipend reimbursement (when appropriate), and record course performance and transcripts will be used. A FEMA SID is required to register and to participate in any training provided by FEMA agencies. The FEMA SID serves as your personal identification number and links all your FEMA training records under one account to simplify keeping track of your FEMA training accomplishments.

If you are interested in applying for a NFA course, you need to register for a FEMA SID.

Applications for NFA courses that do not include a SID will not be processed.

To obtain a SID:

1. Register at <https://cdp.dhs.gov/femasid>.
2. Select "Register for a FEMA SID."
3. Follow the instructions to create your account.
4. You will receive an email with your SID. Save this number in a secure location.

NOTE: This is not the same as your NYS training ID.

Student Selection:

The National Fire Academy conducts specialized training courses and advanced management programs of national impact. The NFA offers courses and programs in a concentrated, residential setting that is conducive to intensive learning. On-campus programs target middle-and top-level fire officers, fire service instructors, technical professionals, and representatives from allied professions. Students must have a minimum of five years of firefighting experience and meet the NFA Student Criteria or Target Audience as listed under the course description. The NFA will accommodate 150 students at the 2019 New York State Weekend. Selection preference will be given to members of fire departments participating in the NYS fire reporting system, with submission of reports for 8 out of the 12 months of calendar year 2017.

Students must meet the NFA campus requirement of completion of ICS-100 and ICS-200. Attach NFA completion certificates to NYS Weekend registration form unless your completion was obtained through a NYS delivery and is already recorded on your NYS training record.

Stand-By:

Applicants rejected because of courses being filled will be placed on a stand-by list, if requested (check box on registration form). In the event of an opening through a cancellation, those placed on Stand-by will be notified March 04 to March 08, 2019.

Substitution:

Only emergency substitutions are permitted after March 08, 2019 per the National Fire Academy.

Cancellations:

Cancellations on March 22 or later will be considered a NO SHOW, unless absence is caused by an emergency as deemed by OFPC/NFA. Applicants designated as No Shows will be denied admission for the next 24 months per NFA policy. To cancel contact our office at 518-474-6746 or e-mail NYSweekend@dhses.ny.gov as soon as possible.

Course Selection:

Selection and prioritization is based on applicants meeting NFA course criteria, Students must have a minimum of five years of fire service experience and duty assignment. Early registration is recommended as applications received after the deadline may not be considered.

Schedule:

- January 18, 2019: Deadline for NYS registration form, and FEMA application.
- February 1, 2019: Notifications of persons selected will be made. Rejections and stand-by applicants will also be notified. Confirmations and itinerary will be sent.
- March 1, 2019: Deadline for cancellations.
- March 4 to 8, 2019: Stand-by applicants will be contacted to fill spaces created by cancellations.

Itinerary of Events:

- Friday, March 22, 2019: You may join your fellow classmates in the dining hall in building K beginning at 5 p.m.
- Friday, March 22, 2019: 6 p.m.: Orientation, Building “J” auditorium.
- **Friday, March 22, 2019: 7-9 pm All Classes will commence, please report to your classroom immediately following orientation.**
- Friday, March 22, 2019: Immediately after class students can socialize at the Command Post Pub.
- Saturday, March 23, 2019 classes will be held in Building “J.” from 8 a.m. to 5 p.m.
- A brief memorial service will be held at the Fallen Firefighters Memorial at 5:15 p.m. If weather becomes an issue an alternate site will be announced.
- Following the memorial service, dinner will be held at the pub at 6 p.m. This is another opportunity for attendees to relax and socialize.
- Sunday, March 24, 2019 check – out, classes will continue at 8am.

STATE OF NEW YORK COURSE OFFERINGS

W0166 - EMS Functions in ICS

In this two-day course, students will practice use of the Incident Command System (ICS) in coordination with other public safety responders. As a follow-up to ICS-100 and ICS-200 training, this course will present scenarios requiring responders to structure their EMS resources within the guidance of National Incident Management System ICS, as appropriate to the needs of the different incident types. Through simulation and role-playing, students will demonstrate the implementation of EMS components in an ICS at incidents.

Selection criteria: Emergency response personnel with responsibilities to implement the initial EMS functions of an ICS at incidents.

Prerequisite: ICS-100-level and ICS-200-level training. Preferred courses are Q0462 and Q0463, available through NFA Online at www.nfaonline.dhs.gov. Chief's signature attests that the applicant has completed this required training. IS-201 Forms Used for the Development of the Incident Action Plan (<https://training.fema.gov/IS/>).

W0455- Strategies and Tactics for Initial Company Operations

This two-day course is designed to meet the needs of Company Officers (COs) responsible for managing the operations of one or more companies during structural firefighting operations. This course is designed to develop the management skills needed by COs to accomplish assigned tactics at structure fires.

Selection criteria: Senior firefighters who may at times assume the responsibilities of the CO (National Fire Protection Association 1001, Standard for Fire Fighter Professional Qualifications, Level II).

W0602 - Shaping the Future

This two-day course is designed to assist first- and second-level supervisors and Company Officers (COs) in developing knowledge and skills in contemporary approaches to organizational problem-solving. Topics include use of creative approaches to identifying trends within their organizations; applying problem-solving methodologies; the importance and application of continuous improvement within organizations; how to quantify problems and solutions; factors in organizational and individual resistance to change; and strategies for implementing change. The course incorporates facilitated, student-centered methodologies, including lecture, small and large group activities, and individual assessments.

Selection criteria: First- and second-level supervisors and COs who are upwardly mobile within their organizations and whose department head wishes to prepare them for increased managerial responsibility.

- Administrative officers who are responsible for significant staff functions within the organization and who report directly to top management.
- Emergency service workers assigned to positions with decision-making responsibilities.

W0647 - Leadership in Supervision: Perspectives in Thinking

This two-day course provides the supervisor with the conceptual foundation and framework for success in leadership roles by exploring creative, analytical, political and critical thinking perspectives. The course addresses skills needed for assessing situations from multiple perspectives, making critical decisions, fostering creativity and innovation, and using persuasion.

Selection criteria: The primary target audience for this course are those individuals who are at the first line level of supervision. For purposes of student selection first line level is considered to be those at the Company Officer or Unit (fire prevention, fire education, communications, EMS, etc.) Supervisor level. More specifically primary selection criteria are as follows:

- First line supervisors in fire and emergency medical services organizations
- Fire and emergency medical services personnel due for promotion/appointment to a first line supervisory position within 18 months
- Fire and emergency medical services personnel who are regularly assigned acting supervisory positions
- Fire and emergency medical services personnel currently enrolled in the NFA Managing Officer will be provided priority selection

The secondary target audiences are fire and EMS personnel at the first line management level (Chief Officer or above). Students at this level may be given consideration on a space available basis.

W0730 - Health and Safety Officer

This two-day course examines the Health and Safety Officer's role in identifying, evaluating and implementing policy and procedures that affect health and safety aspects for emergency responders. Risk analysis, wellness, and other occupational safety issues will be the main emphasis of this course.

Selection criteria: Individuals who have department-level health and safety responsibilities. Individuals attending this course should have working knowledge of the Incident Command System as taught by the National Fire Academy, working knowledge of applicable National Fire Protection Association and Occupational Safety and Health Administration requirements and recommendations, and responsibility for setting policy for the department on such issues.

W0762- New Fire Chief Contemporary Issues

This two-day course will develop the managerial skills, leadership skills, and contemporary issues and awareness necessary for newly appointed or elected fire chiefs to effectively meet their obligations. The course will help to develop knowledge, skills and attitudes necessary for them to perform effectively now and in the future.

Selection criteria: The primary audience is newly appointed or elected fire chiefs in volunteer, combination or career departments. The secondary audience is departmental leaders who may become fire chiefs and local-level government administrators and elected officials, including fire district commissioners, board members, etc.

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Office Use Only

REGISTRATION DEADLINE JANUARY 18, 2019

PLEASE PRINT CLEARLY:

Complete Name _____ NYS Fire Training # _____

Home Address – Street, PO Box, City, State, Zip: _____

County: _____ DOB: _____ LAST 4 SSN: _____ Contact Number(s): Home () _____

Cell () _____ Email address: _____

Fire Department: _____ FDID: _____

Current Rank: _____ # Years in Position: _____ # Years in Fire Service: _____ (Must be min. of 5 years)

Chief's Name: _____ Chief's Contact Number: Cell () _____

Chief's Email address: _____

FEMA SID _____ GO TO <https://cdp.dhs.gov/femasid> to obtain SID (*mandatory*)

Course Selection: Programs are open to all applicants. Early registration is recommended as enrollment in each program is limited to 25 students, unless otherwise noted. Applicants must list three course choices. Select at least three courses in order of preference with first preference as #1. Draw a line through or insert a Zero (0) for any course you have already taken. If no alternate selections are indicated, the application may be rejected without consideration.

- **W0166 – EMS Functions for ICS**
- **W0455 – Strategies and Tactics for Initial Company Operations**
- **W0602 – Shaping the Future**
- **W0647 – Leadership in Supervision: Perspectives in Thinking**
- **W0730 – Health and Safety Office**
- **W0762 – New Fire Chief Contemporary Issues**

Check here if you wish to be placed on stand-by, if not selected.

Print clearly. Incomplete, illegible, or unclear applications will not be processed and will be returned.

**Send both this registration form and the FEMA application to:
OFPC-NYS Weekend • 1220 Washington Avenue, Bldg., 7A, Floor 2 • Albany, NY 12226**

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