



Oklahoma Office of Homeland Security
Homeland Security Exercise and
Evaluation Program (HSEEP) Training Course (L-146)
HSEEP Toolkit
Oklahoma City, OK
August 26-29, 2013

Course Overview:

The Homeland Security Exercise and Evaluation Program (HSEEP) Training Course is an intermediate level training course that incorporates exercise guidance and best practices from the HSEEP Programs. The HSEEP Training Course is an interactive course that allows participants to share personal lessons learned and best practices while gaining practical experience. In addition to the instructor-led course presentations, the course includes small group activities, videos and group discussions. The course also provides overviews of HSEEP-related initiatives such as technology (e.g., the HSEEP Toolkit) and capabilities-based planning (e.g., Target Capabilities List). This blended approach will give participants hands-on experience that readily translates to real-world exercise responsibilities. Activities include creating exercise documentation, conducting exercise planning conferences and briefings, and practicing exercise evaluation. The course dates for this section are August 26, 27, and 28.

All participants will also be offered the HSEEP Toolkit Course. The HSEEP Toolkit Course is a project management tool and comprehensive tutorial for the design, development, conduct, and evaluation of exercises. This suite of web-based applications provides users with the appropriate templates and guidance for developing master task lists, timelines, planning teams, and exercise documentation. This course is four hours and it will be offered twice on August 29th, 8 a.m. – 12 p.m. and 1p.m- 5 p.m. Register for your preferred time for this course on the OKOHS website.

Prerequisites:

IS-120.A: An Introduction to Exercises, IS-700: NIMS, An Introduction and IS-800: NRF, An Introduction.

Participant Audience:

Law Enforcement, Emergency Medical Services, Emergency Management, Fire Service, HAZMAT, Public Works, Government Administrative, Public Safety Communications, Health Care and Public Health.

Date and Location:

The HSEEP Course is a two and a half day event. August 26-27, 8:00 a.m. – 5:00 p.m, and August 28th, 1 p.m.-5 p.m.

Two HSEEP Toolkits will be offered August 29th, 2013. There will be a morning and afternoon section.

Metro Tech Spring Lake, Economic Development Center, Room 123

1901 Springlake Dr.

Oklahoma City, OK 73111

Registration:

Visit [Oklahoma Office of Homeland Security's Website](http://www.oklahomahomelandsecurity.gov), and then search for the course. Click on the name of the course, then on **REGISTER FOR THE COURSE**. You must also submit a copy of your IS-120.A Certificate and FEMA Form 119-25-1 with SID number via fax or email to Lacy Key at (405) 425-7295, lkey@dps.state.ok.us. The SID number can be found on our website. If you have any questions, contact Lacy Key at (405) 425-2133. Please register by August 12, 2013. **NOTE: HSEEP and HSEEP Toolkit are two different courses. If you want to take both then you must register for both of them separately.**

Hotel Accommodations:

Hotel accommodations will not be provided for this course.

Sponsored By:

Oklahoma Office of Homeland Security and Oklahoma State Department of Health

Delivered By:

Certified Oklahoma HSEEP Instructors