

MGT-347 INCIDENT COMMAND SYSTEM FORMS REVIEW

Hosted by: Knox County EMA (TEEX)

August 28, 2025 (Morning)

Course Description: This ICS-Forms course is a 4-hour workshop and students will learn about and use the most common Incident Command System (ICS) forms. The course will prepare you to work with the ICS Forms used in the Incident Command Planning process to assist in the development of an Incident Action Plan (IAP). You will be introduced to the forms and will practice how to develop and write effective objectives to manage an expanding all-hazards incident. The course will allow you to learn and experience the benefits of using the forms in responding to emergencies or managing planned events.

Application Deadline: August 14, 2025

Course Registration time: 8:00 am to 8:30 am

Course Time: 8:30 am to 12:30 pm

Training Location: Knox County EMA
11540 Upper Gilchrist Road
Mt. Vernon, OH 43050



Recommended Participants: The target audience for this course should include entry-level personnel from local agencies, including representatives from the Fire Service, Emergency Medical Services (EMS), Law Enforcement (LE), Public Health (PH), Public Works (PW) and Emergency Management (EM) and any other appropriate disciplines interested in the course.

Required Prerequisites: Applicants must provide the following prerequisites to Amy Seward at aseward@knoxcountyema-oh.gov as soon as possible for consideration to attend the course. Preferably the most recent version of the IS-100 Introduction to the ICS, IS-200 Basic ICS for Initial Response, IS-700 an Introduction to the NIMS and IS-800 National Response Framework. **Copies of the certificates of completion must be sent to Amy Seward, aseward@knoxcountyema-oh.gov, after registering for the class for final approval to attend the course.**

Enrollment: Students must enroll via the Department of Public Safety Training Campus website: <https://odpstrainingcampus.coursemill.com/cmui/#/login?route=%2Fdashboard>. Course registration will generally close 10-working days prior to the course start date and applicants can check enrollment/approval status via the Department of Public Safety Training Campus website.

Course Costs: There is no charge for participants to attend this course. However, Lodging, Meals, Per Diem and all other travel expenses are the responsibility of the student or the parent organization.

State Point of Contact: Lisa Jones, DSC 2, Ohio EMA, SAA Training Point of Contact, (614) 799-3824 ljones@dps.ohio.gov.

It is the goal of Ohio EMA to ensure that all students have the tools necessary for successful course completion. If students require additional accommodations, they should make the Ohio EMA training office aware, and staff will confidentially meet reasonable requests.

Mission Statement

To coordinate activities to mitigate, prepare for, respond to, and recover from disasters.