



## **STATE EMERGENCY MANAGEMENT DIRECTOR**

# **GUIDE TO NEMA**

**National Emergency Management Association  
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NEMA is an association of state emergency management directors and professionals dedicated to protecting our nation.

### **Vision**

NEMA will be the national leader in the advancement of all-hazards emergency management.

### **Our Mission**

To develop the partnerships and initiatives necessary to improve the nation's capabilities to protect the public through prevention, mitigation, preparedness, response, and recovery from all emergencies, disasters, and threats to our homeland.

### **Goals**

The goals of NEMA are to:

1. Strengthen the nation's emergency management system.
2. Provide national leadership and expertise in comprehensive, all-hazards emergency management.
3. Serve as a vital emergency management information and assistance resource.
4. Advance continuous improvement in emergency management through strategic partnerships, innovative programs, and collaborative policy positions.

# STATE DIRECTOR GUIDE TO NEMA

## YOUR ROLE IN NEMA

As the leading voice of state emergency management professionals, NEMA can do the best job for you when you take an active role in the organization. This means establishing a relationship with your Congressional delegation and educating them on key issues. It means responding to NEMA legislative alerts and keeping current on relevant issues. It also means serving on NEMA committees where the real policy work happens, responding to information requests from other states, and providing input to requests for comments on national policy and program development. Simply put, NEMA is only as strong as your involvement in the association.

## HISTORY OF NEMA

NEMA has a proud history and celebrated its 35<sup>th</sup> Anniversary in 2009. It all began in 1974 when the State Directors of Emergency Services united for the first time as a single group in order to exchange information on common emergency management issues, and provide a unified credible voice to the federal government, private industry and the public. Since that time, NEMA has established itself as a leading resource dedicated to public safety. We are acknowledged by governors, Congress, federal agencies, major American corporations, the military, national service organizations and the President of the United States.

The NEMA historical timeline can be found on the web site at [www.nemaweb.org](http://www.nemaweb.org).

## HOW WE CAN HELP YOU

The primary purpose of NEMA is to be *the* source of information, support and expertise for people like you – State Emergency Management Directors who prepare for, mitigate, respond to and recover from all emergencies, disasters and threats to the nation's security.

To accomplish this goal, we focus on six areas:

- 1) Strengthen the relationship with Congress and federal agencies and serve as an effective advocate for emergency management;
- 2) Develop strategic partnerships with key organizations and individuals who impact emergency management;
- 3) Tackle emergency management issues through our pro-active committees;
- 4) Hold two national conferences annually that bring together the most knowledgeable speakers and emergency management professionals from around the country;
- 5) Serve as an information-sharing and support network for state and territorial directors and senior staff; and
- 6) Offer professional development and training so that you can continue honing your skills.

## OUR SIX AREAS OF FOCUS AND THE PART YOU PLAY IN THEM

### 1) Strengthen the Relationship with Congress and Federal Agencies

As you already know, the federal government controls portions of funding that supports the emergency management operations in your state. It also sets policies that impact how you can utilize this assistance. That's why it's critical that NEMA – along with you as a member – develop and maintain a strong relationship with Congress who approves the funding and the various federal agencies that administer it.

State emergency managers have a collective voice in Washington through NEMA, and you're one of those voices. By getting to know your members of Congress and meeting with them on a regular basis, you're establishing relationships that can benefit your operation and the entire emergency management community. For example, your member of Congress may serve on an authorizing committee for a specific emergency management bill, or may be an appropriator on the DHS budget. Your relationship with that member would be key.

We realize that these meetings take away time from your day-to-day responsibilities, but the mutual trust that ensues is vital to on-going emergency management discussions and particularly, when disaster strikes your area. Your members of Congress will already know you, your operation and the obstacles you're confronting. They can also see how their constituents will be impacted. In addition, you become their sounding board when they, or their staffs, have new ideas or questions about emergency management.

To assist you in your Congressional efforts, NEMA will provide you with intelligence on important emergency management topics as necessary. In addition, NEMA interacts with the appropriate federal agencies, such as the U.S. Department of Homeland Security, the Federal Emergency Management Agencies, U.S. Department of Defense, Department of Health and Human Services/CDC and others. All of these relationships are essential to the stability, success and survival of state emergency management programs.

## **2) Develop Strategic Partnerships with Key Organizations and Individuals Who Impact Emergency Management**

One of the NEMA's top priorities is to nurture partnerships with other related organizations, associations and key people who impact emergency management. By working cooperatively and strategically, NEMA is able to maximize its resources and promote the emergency management agenda with others who share our interests.

In addition to members of Congress and their staffs, the following are just a few examples of who NEMA works with on an on-going basis:

### **Department of Homeland Security/Federal Emergency Management Agency**

NEMA's traditional partner in the federal government is the Federal Emergency Management Agency (FEMA) which is part of the Department of Homeland Security (DHS). Formed in 2002, the DHS has responsibility for the federal governments' coordination with state and local governments on all homeland security and emergency management issues.

### **Washington Offices of Governors**

More than thirty governors have offices in Washington, D.C. to assist with intergovernmental affairs. The majority of these are located in the Hall of the States building, which also houses the NEMA Washington office. This close proximity makes it easier to share information and work cooperatively as needed with representatives from the governors' Washington offices on emergency management issues.

### **National Governors' Association**

Comprised of the governors from all 50 states, as well as five territories and commonwealths, the NGA is an important NEMA partner in gaining consensus and addressing emergency management issues on the state level. NEMA coordinates national policy positions with NGA and serves as a technical resource for the governors on emergency management.

### **The International Association of Emergency Managers**

The International Association of Emergency Managers (IAEM) represents local emergency managers and works in close coordination with NEMA. The NEMA Legislative Committee invites the IAEM Government Affairs Committee Chair to participate in Legislative Committee meetings and IAEM reciprocates. IAEM and NEMA often have very similar priorities when it comes to Congress and the Administration, and try to speak together as the national voice on emergency management whenever possible.

### **National Homeland Security Consortium**

The National Homeland Security Consortium was developed by NEMA to bring together key state and local government associations and the emergency responder community to share information on homeland security issues. Included in the Consortium are state and local emergency management, fire, law enforcement, public health, EMS, public works, emergency communications, National Guard, state homeland security advisors, state and local elected officials, and the private sector.

### **Coordination with Other Federal Agencies**

NEMA staff has also developed relationships with other federal departments and agencies with oversight on emergency management and homeland security issues. These include the Department of Health and Human Services, the Department of Defense, the National Weather Service and others.

### **Congressional Natural Hazards Caucus**

The Congressional Natural Hazards Caucus is a senate caucus focused on sharing information associated with natural disasters. The group does not take an advocacy position, but occasionally briefs Senate members and their staffs on natural disaster issues. NEMA is a member of the Caucus Work Group as well as the Steering Committee, and helps drive the caucus' agenda.

### **The Big Seven**

As an affiliate to The Council of State Governments, NEMA regularly coordinates on key policy issues with what's referred to as the "Big Seven," the leading national and city/state associations. The Big Seven includes The Council of State Governments, the National Governors Association, the National Conference of State Legislatures, the National Association of Counties, the National League of Cities, the U.S. Conference of Mayors, and the International City/County Management Association.

### **The Stafford Act Coalition**

The Stafford Act Coalition is an informal group of associations that meets on an ad-hoc basis to discuss issues related to disaster legislation. It takes its name from the Stafford Act, the federal legislation that authorizes assistance to state and local governments before and after a disaster, which is often the subject of amendment by Congress. The Coalition reviews pre-disaster mitigation, post-disaster mitigation, recovery issues and other related topics. It also advocates for public policy changes that make sense for state and local government organizations. There are approximately 15 groups that actively participate in the coalition including: the National Governors Association; the National League of Cities; the Association of State Flood Plain Managers; the International Association of Emergency Managers; the American Public Works Association; and the National Association of Home Builders.

### 3) Tackle Emergency Management Issues through our Pro-Active Committees

The majority of NEMA's work occurs within our standing committees. These committees focus on specific emergency management and homeland security issues. You will be assigned to a committee, based on your expertise or area of interest.

All committees meet in conjunction with NEMA conferences to review issues as well as develop position papers and make resolutions. These are then presented to and voted on by the NEMA membership during the conference. NEMA position papers and resolutions are widely distributed to congressional, federal, state and local policy makers.

Most committees also meet one to two times a year outside of conferences due to the number and complexity of issues facing the profession today. Meetings are frequently held via conference call.

Committees and their general areas of concentration are as follows:

**Homeland Security** – Homeland Security, Bio-terrorism, First Responder Grant Programs, Critical Infrastructure Protection, Borders & Transportation Security, Information Analysis, Detection and Prevention, National Pharmaceutical Stockpile, Interagency Board Liaison, Organizational Liaison Initiative, coordinates with other NEMA policy committees on overlap homeland security/all hazards issues

**Legal Counsel** – Emergency Management/Homeland Security Legal Issues, Legal Counsel Training, EMAC Legal Support; NEMA Committee Support. Membership is open to all interested state legal counsels. This committee is a great resource and information sharing network for your staff.

**Legislative** – Legislative Tracking and Analysis, Legislative Alerts to Membership, Congressional Communications, Legislative Education, NEMA Congressional Relations Strategy, Coordinates with other NEMA policy committees.

**Mitigation** – Natural & Technological Hazards Risk Reduction, Risk Analysis & Mapping, Codes and Standards, Pre-Disaster Mitigation, Flood Mitigation Assistance, Hazard Mitigation Grant Program, Mitigation Planning

**Pacific & Territorial Caucus** – Concerns of the Pacific Rim territories, Hawaii and Alaska as members of NEMA; coordinates issues with NEMA Board of Directors and policy committees

**Past Presidents** – Strategic Planning, Rules, Nominations, Membership Development, Awards and Recognition, Support Legislative Activity, New Director Development. Membership is comprised of former presidents of NEMA.

**Preparedness** – Emergency Management Performance Grant (EMPG), Standards and Accreditation, Baseline Assessments, Planning, Training and Exercises, Public Warning, Information Technology, Interoperability, Hazardous Materials/Chemical Stockpile Emergency Preparedness Program (CSEPP), Radiological Emergency Preparedness; Hurricane Subcommittee; Emergency Management Accreditation Program (EMAP) Commission representatives; Emergency Management Institute (EMI) Board of Visitors

**Private Sector** – Public/Private Partnerships; Technical Assistance on products, services and new technology to NEMA Policy Committees, and state and territorial directors. Membership is open to all corporate and organizational members of NEMA.

**Response & Recovery** – National Response Plan, National Incident Management System, Federal Disaster Assistance Programs, Urban Search & Rescue, Mutual Aid; EMAC Subcommittee

#### **Private Sector Liaisons**

Members of the Private Sector Committee may be designated as non-voting liaisons to other NEMA standing committees. One liaison will be appointed to each standing committee by the Private Sector Committee Chair. Private Sector Liaisons play an active role on the committee, are invited participants in all committee activities and provide important technical assistance as policy positions are considered.

### **4) Hold Two National Conferences Featuring Emergency Management Professionals and Knowledgeable Speakers from Around the Country**

Each year, NEMA's two national conferences provide you the forum to discuss national and regional emergency management strategies with your counterparts from around the country and experts in the field. You can review best practices and perhaps most importantly, establish a network of people who are dealing with the same issues that you're facing.

The conferences focus on policy development, state concerns, legislative issues and federal relations. They give you the opportunity to hear, first-hand, the latest on issues that impact your agency's programs. You can't get that kind of current and behind-the-scenes information from any other source.

The vast majority of states are represented at NEMA conferences. For that reason, federal agencies, members of Congress and the Administration, and others attend the meetings so that they can discuss policy and program issues, and get input from state and territorial directors.

#### **Annual Conference – Why It's Important to You**

The location of the Annual Conference rotates every year, taking place in the home state of the current NEMA president. In addition to the important benefits listed above, one of the main reasons to attend the Annual Conference is to have a say in the election of new NEMA officers.

These positions are voted on at the Annual Conference, and include the president, vice-president, secretary and treasurer. Ten regional vice presidents are also selected by their respective region membership prior to the annual meeting. The officers and regional vice presidents comprise NEMA's board of directors. Only you and your fellow state and territorial directors are allowed to vote for the officers.

#### **Mid-Year Conference – Why It's Important to You**

Scheduled in late winter and held in Washington, D.C., the Mid-Year Conference takes place shortly after the President has released the budget request for the next fiscal year and delivered the State of the Union address. NEMA provides an analysis of the budget and members use the conference to learn more about the budget proposals, including impact on emergency management. During the conference, the NEMA Legislative Committee identifies legislative priorities for the year in accordance with the budget request and proposed legislation.

Given the Washington location, NEMA considers the conference crucial in its ongoing efforts of educating elected officials about emergency management issues. Time is set aside for you to meet with your Congressional delegation to discuss NEMA's legislative priorities and your own state issues. As a director, you will either make your own arrangements for these appointments or work with your Governor's Washington, D.C. office. NEMA will also be happy to assist you in identifying the right person in your Congressional office, answer any questions and provide you with speaking points and background information on all relevant issues.

In addition, NEMA may host a Congressional Recognition Reception during the Mid-Year Conference, where all members of Congress and selected staff are invited to network with state and territorial directors. NEMA typically honors members of Congress at this reception for their achievements. Directors have the opportunity to nominate members of Congress a couple months prior to the conference and the Legislative Committee votes on the final selection. Some of the past NEMA Congressional Recognition Award winners include former Rep. Tom Ridge from Pennsylvania for his accomplishments in passing the Stafford Act; Senator Susan Collins from Maine for her accomplishments on the Intelligence Reform legislation; and Rep. Jane Harman from California for her work in helping emergency responders secure public safety spectrum.

## **5) Serve as an Information-Sharing and Support Network for State and Territorial Directors and Senior Staff**

One of the great benefits of membership in NEMA is the information sharing and support network between directors. Through NEMA, you can reach out instantly and learn about best practices and successful strategies in other states that can be replicated in yours. NEMA also regularly conducts polls and canvases member states on specific issues at the request of state and territorial directors. The results are then provided to you on a timely basis.

The professional and collegial relationships you establish through NEMA provide a support system that doesn't exist within any other organization. Through NEMA, you will not only realize working relationships, but also lasting friendships.

## **6) Offer Professional Development and Training So That You Can Continue Honing Your Skills**

### **New State and Territorial Director Training Course**

In 2003, NEMA partnered with the Emergency Management Institute (EMI) to develop a new, standardized training course for newly appointed state and territorial emergency management directors. The New Director Training course is held annually and typically, in the fall. The course includes presentations by subject-matter experts, class discussions, as well as problem-solving activities based on real-life events. These activities use a variety of disaster and emergency situations and allow you to exercise decision-making skills and to share your experiences as a director.

The target audience for the course includes people like you - state and territorial directors of emergency management – and/or deputy directors, who have been in their positions less than three years. As soon as dates for the training are scheduled, you will receive notification and registration information from NEMA and EMI. Typically, EMI is able to provide reimbursement for travel costs. The training is provided free of charge. For more information, go the EMI website at <http://www.training.fema.gov/emiweb>.

### **Professional Development**

NEMA periodically offers professional development opportunities and issue specific seminars for state and territorial directors. In the past, NEMA has provided workshops and seminars in such areas as *Crisis Communications and Media Relations*, *Risk Management*, *Congressional Relations*, *Measuring Performance*, *Dealing with Stress*, *Emergency Management Assistance Compact* and more. Professional development is offered in response to emerging trends and issues that affect directors and their agencies.

Typically, professional development opportunities are offered free of charge to state and territorial directors, and are held in conjunction with NEMA conferences for travel convenience. If there are issues you'd like to see addressed in a workshop or seminar, please forward those recommendations to your NEMA Regional Vice President or the NEMA President.

### **Mentors for New Directors**

New directors can often benefit from a trusted advisor or a mentor who can provide helpful information or good advice. Serving as a mentor to new directors is one of the responsibilities of your NEMA Regional Vice President. They're glad to answer any questions you may have regarding NEMA, and more importantly, your job so that you can increase your chances for success in your new position.

## **HOW NEMA IS ORGANIZED**

### **Board of Directors**

The NEMA Board of Directors is the driving force behind the organization, and consists of five officers, 10 regional vice presidents and 8 committee chairs. All of the leadership positions as well as the vast majority of the committee membership are filled by state emergency management directors. That's why it's vital that you become an active participant in NEMA.

### **Officers and Regional Vice Presidents**

NEMA officers include the president, vice president, treasurer, secretary and past president. The 10 regional vice presidents match those regions as currently designated by the Federal Emergency Management Agency.

### **Committee Chairs**

Just prior to the Annual Conference, the incoming NEMA president selects the standing committee chairs. If you're interested in a leadership position, become an active committee participant. It's a great way to learn about the issues and the organization.

### **Becoming an Officer**

You are eligible to become a NEMA Officer candidate after having been a member in good standing for at least two years. To become a candidate, you must submit the following paperwork at least 90 days in advance of the next NEMA annual conference when elections will be held.

- Letter to NEMA stating your candidacy and the office you seek
- A copy of your bio or list of qualifications
- Letter from the governor or immediate supervisor approving the time and travel necessary to fulfill the duties of the office

## NEMA'S RELATIONSHIP WITH CSG

The formal relationship between NEMA and The Council of State Governments (CSG) began in 1990. CSG is the nation's only organization serving every elected and appointed official in all three branches of every state government. NEMA contracts with CSG, which is also headquartered in Lexington, Ky., for secretariat services. Through our respective agendas, both CSG and NEMA are committed to promoting the role of the State and to foster excellence in the functions of government.

CSG provides a variety of avenues for NEMA to educate and inform the broader community of state government on emergency management issues. Frequent emergency management and homeland security related articles are published in CSG's *Capitol Ideas* magazine, which is distributed to state officials representing the executive, legislative and judicial branches of government. NEMA is represented on various CSG committees and task forces and provides reports and briefings to those standing bodies. In the past, CSG committees have endorsed a number of NEMA sponsored policy papers, giving them increased credibility and visibility on a national scale.

NEMA's main office is co-located with CSG in Lexington, KY. NEMA also maintains a presence in Washington, DC with staff co-located in the CSG Washington Office in the Hall of the States Building. By leveraging the resources of CSG, NEMA is able to expand its capacity to serve our members.

## NEMA RESOURCES

### **NEMA Library on Emergency Management and Homeland Security**

As a director, you have full access to the NEMA library of more than 1,500 emergency management related documents. This includes everything from NEMA position papers to legislative committee reports, from Congressional committee testimony to historical information on critical federal funding programs such as Emergency Management Grant Program and the Hazard Mitigation Grant Program. There are conference presentations, training materials, copies of state plans and strategies, and much more. Most of the documents are located on the NEMA website at [www.nemaweb.org](http://www.nemaweb.org).

### **Surveys**

NEMA conducts surveys on an as-needed basis. Sometimes, NEMA surveys the directors in either anticipation or response to changes in federal emergency management programs. Frequently, survey requests come from state or territorial directors who are trying to learn how their counterparts in other states are managing a specific program or issue. Survey results are tallied and can be valuable tools in managing your state emergency management program. They are made available to you, either via the website or e-mail.

### **Publications**

The following is a listing of NEMA publications:

#### **State Director Update** (sent weekly to state and territorial directors only)

Each week you will receive an e-mail update from NEMA that provides you with the very latest information on congressional activity, federal policy and program developments, reports on NEMA meetings and communication with Washington officials, notifications on national reports and studies that should be of interest to your agency, and updates on association activities and events. This is behind-the-scenes information you won't find in any other resource. The State Director Update frequently contains information that is appropriate for directors only and we ask that the document not be distributed publicly.

### **NEMA Monthly E-Newsletter**

NEMA publishes a monthly electronic newsletter that is distributed to the entire membership, including those individuals on your staff who have joined NEMA. The newsletter provides a snapshot of the national scene as it relates to emergency management and homeland security, and provides timely association information to members.

### **The NEMA Biennial Report**

Bi-annually, NEMA surveys all state emergency management agencies to gather comprehensive data regarding state organizational structures, budgets, staffing and much more. The data is published in a national report and provided to the Administration, Congress, the federal government, governors, state legislators and other decision-makers who may play a role in budget or policy-making decisions related to emergency management. This is a one-of-a kind publication and no other organization in the country possesses this data. Data gathered through this survey is also used in NEMA congressional testimony to support funding increases for emergency management. In addition, directors frequently use this data to justify budget or staffing increases, internal reorganizations, or program advancements. NEMA has the ability to format the data in any way that best serves your needs. When the next survey period arrives, it is vital that you participate in the survey and verify the data submitted.

### **Are you Ready to Lead? A Public Official's Primer on All-Hazards Emergency Management**

Educating and informing public officials about the importance of strong emergency management programs at the state and local level is an important aspect of your job as director. To assist in that effort, NEMA published a primer on emergency management that is geared towards new governors, but can also be a valuable resource for members of Congress, state legislators, mayors and other elected and appointed officials. The publication is available free of charge to state and territorial directors.

### **Model Intrastate Mutual Aid Legislation**

Building upon the success of an existing state-to-state mutual aid system, NEMA released Model Intrastate Mutual Aid Legislation to help states develop or refine statewide mutual aid agreements for their local jurisdictions. Through a FEMA grant awarded to NEMA, a working group of state emergency management professionals with a multi-disciplinary background was formed to draft the model agreement. It was completed in 2004 and addresses such issues as reimbursement, workers' compensation, license and permit portability, immunity and member responsibilities.

## **MORE CONFERENCE DETAILS**

### **Conference Registration**

Registering for a NEMA conference is completely automated, very easy and only takes a few minutes. Go to [www.nemaweb.org](http://www.nemaweb.org), choose "Register for a conference" from the list in the top right corner of your screen. Sign in using your e-mail address and password, choose "Fast Track Registration", verify that the information is correct, select a payment option and submit.

Registration fees vary among membership categories. Please see the conference brochure on the website for more information.

Additional information on the conferences, including the Conference Brochure, sponsor and exhibitor information, updated agenda and available conference papers are accessible via a link in the "Of Interest" area on the website home page, found on the upper right side of the

opening page. If you have any difficulty in locating this information, please call (859) 244-8143.

### **Committee Meetings**

Each of the committees meets during both the NEMA Mid-Year and Annual conferences. Agendas are established ahead of time by committee leadership with input from committee members. In addition to the committee(s) on which you serve, you are welcome to participate in all committee meetings. It's an excellent way for you to learn more about important issues, listen to invited presenters and learn about NEMA action on a specific agenda item.

### **Seating during Committee Meetings**

At each committee meeting, state and territorial director members and the private sector liaison that serves on that committee are seated around the conference table. Other conference attendees are invited to use the perimeter seating.

### **Voting**

Only state and territorial director committee members are allowed to vote on any pertinent business during committee meetings.

### **Sponsors/Exhibitors**

NEMA Conferences are made possible through the generosity of corporate sponsorship. These sponsors are offered the opportunity to set up an exhibit during the conference. If additional exhibit space is available, space is offered to non-sponsoring companies on a first come, first served basis.

You're encouraged to spend time viewing the exhibits and interacting with the sponsors. The private sector provides solutions to many pressing emergency management and homeland security concerns. NEMA Conferences provide an excellent opportunity for you and your staff to learn about new and emerging technologies, products and services.

Because NEMA conferences have very full agendas and to ensure quality networking opportunities, the number of sponsors and exhibitors is deliberately limited. This allows you and members of your staff to spend reasonable time viewing the exhibits and speaking with exhibitors while maintaining your busy meeting schedule.

At both conferences, NEMA also sponsors an Exhibits Reception to give you and other attendees an additional opportunity to visit the booths and speak with the sponsors and exhibitors.

## **NEMA WEBSITE**

The NEMA website, [www.nemaweb.org](http://www.nemaweb.org), is the central repository for the latest emergency management news, issues and policies. As a NEMA member, you can find information on the website about registering for upcoming NEMA conferences, view and update membership information, download dues and conference invoices, post job listings and more.

Some information and areas of the NEMA website are restricted, based on membership categories or other specific criteria. If you have any questions regarding this, please call (859) 244-8143.

## MEMBERSHIP

The core membership of NEMA is you, the state emergency management director. However, other membership categories include all areas of emergency management such as state staff, homeland security advisors, federal agencies, corporations, non-profit organizations, local emergency managers, students, academia and retired emergency management professionals.

You are strongly encouraged to sign up your senior staff for membership in NEMA as a Key State Staff member. Membership in a national organization like NEMA provides a broader perspective for your staff on national issues and their impact on your state. NEMA also provides an instant information exchange and support network among emergency management professionals and enables them to communicate regularly on common issues. Finally, Membership in NEMA provides professional development opportunities for you as well as your staff.

Membership categories are as follows:

State Member The state or territorial director of emergency management	\$3200
Key State Staff Emergency management agency staff members and other state agency stakeholders	\$ 300
Homeland Security State homeland security advisors	\$ 300
Organizational Non-profit organizations or federal agencies	\$ 300
Corporate For-profit companies, consultants, product/service providers, private sector	
1-250 employees	\$ 500
251+ employees	\$1,200
Individual City and county emergency managers, academia, students (this category is not available to any for-profit entities or their employees)	\$ 200
International	\$300
Student	\$50

### Role of the Private Sector

Though NEMA was founded for the exchange of information and perspectives among State Emergency Directors and their staffs, the Association has long encouraged private sector representatives to actively participate in NEMA meetings and committees.

From this collaboration, you can learn about important emergency management research and development initiatives that are underway. You can also share those concerns that might require a marketplace solution. While private sector members do not have voting privileges,

their expertise can prove to be invaluable in helping to solve the critical issues that you face as an emergency management director.

### **Role of the NEMA Past Presidents**

NEMA is fortunate in that its former association presidents remain engaged years after they have left office and even after they have left state government. The NEMA Past Presidents possess the organization's historical and institutional knowledge and have responsibilities to serve as a resource for State Directors.

A Past President liaison is assigned to each NEMA standing committee. Past Presidents often serve as training instructors in order to share their years of experience and lessons learned with current state directors. You will see the NEMA Past Presidents in state director meetings and other forums where they can be a resource.

## **EMAC**

The Emergency Management Assistance Compact (EMAC) was initiated in September 1992, in the wake of the Hurricane Andrew disaster and at the suggestion of then Florida Governor Lawton Chiles. The Southern Governors' Association (SGA) coordinated with member states and developed a state-to-state mutual aid agreement called the Southern Regional Emergency Management Assistance Compact (SREMAC), which was adopted in 1993.

The original SREMAC was restricted to SGA member states. In January 1995, the southern governors voted to open membership to any U.S. state or territory that wished to join. The broadened agreement was called the Emergency Management Assistance Compact (EMAC).

The United States Congress approved EMAC as public law 104-321 in 1996, making it the first national disaster-relief compact since the Civil Defense Compact of 1950 to be ratified by Congress. EMAC has been administered by NEMA since its inception.

In 2004, EMAC's full influence became evident in what was the largest deployment of state-to-state mutual aid in history during the sustained response, which lasted almost three months, to Hurricanes Charley, Frances, Ivan & Jeanne. EMAC deployed more than 800 state and local personnel from 38 states (including one non-member state, California), its National Coordination Group, National Coordinating Teams and two A-Teams. The cost was approximately \$15 million in personnel, equipment and National Guard expenditures.

The EMAC web site ([www.emacweb.org](http://www.emacweb.org)) is a repository of mutual aid related information including model SOPs, training materials, copies of state intrastate mutual aid agreements, information for EMAC Authorized and Designated contacts in the states, and much more. The web site also serves as the mechanism through which states broadcast EMAC requests and post event information.

### **A National System for Interstate Mutual Aid**

When EMAC was created, it became the national system for interstate mutual aid agreements. Prior to EMAC, many mutual aid agreements or compacts had been established, but eventually fell into disuse.

EMAC is different because it 1) mandates a detailed implementation plan, 2) provides guidelines for specific training, and 3) outlines complete standard operating procedures. It also requires member states to have their participation approved and enacted by state law. Perhaps most importantly, EMAC has been ratified by the U.S. Congress.

## **Member State Responsibilities**

As a state-to-state compact that utilizes the resources of many different organizations, EMAC can only be successful if the membership is educated and responsive.

Member-state responsibilities are defined in the EMAC articles:

- To be familiar with potential hazards that would require interstate mutual aid assistance
- To be familiar with other states' emergency plans
- To develop an emergency plan and procedures for managing and provisioning assistance
- Assist in public warning
- Protect and ensure uninterrupted delivery of services, medicine, water, food, energy and fuel, search and rescue, and critical lifeline equipment, services, and resources
- Inventory and set procedures for interstate loan and delivery of human and material resources, including procedures for reimbursement or forgiveness
- Provide for the temporary suspension of any statutes or ordinances that restrict implementation

## **Website**

The EMAC website, <http://www.emacweb.org>, is the main conduit for the rapid transfer of information during an emergency or disaster. To protect the information from unauthorized users, the website is password-protected, and much of it is restricted to state and territorial directors, Authorized Representatives and Designated Contacts.

The website is also where you can find the latest information on EMAC issues, standard operating procedures, training and conference information, archived reports, member contact information, best practices, model EMAC legislation and other useful information.

As a new director and EMAC user, you will need to contact NEMA, the administrator of EMAC, for a username and password. Please call (859) 244-8217.

## **EMAP**

The Emergency Management Accreditation Program (EMAP) is the voluntary assessment and accreditation process for state and local government emergency management. Developed through the work of NEMA and other partners, EMAP recognizes excellence and accountability in a state or local government's system for disaster preparedness and response. EMAP applies its standards in a process that includes program self-assessment and independent review by an EMAP assessor team.

## **Why Accreditation is Important**

EMAP provides the tools to evaluate your emergency management program and benchmark your department's progress against national standards. It is an excellent means of strengthening staff capability and understanding of the overall emergency management program, and can help in justifying requests for additional resources. As part of the baseline assessment project funded by DHS EPR/FEMA through the end of 2005, state government emergency management can participate in a free EMAP assessment.

## **Website**

Information on the accreditation process, accreditation fees, and access to standards and assessment materials and Online Assessment Tool can be found at EMAP's website: <http://www.emaponline.org>.

## **YOUR ACTION ITEMS**

### **NEMA**

- Contact NEMA upon your appointment as State Director and provide your contact information. You'll then receive a user name and password on the NEMA website.
- Indicate your preferred committee assignment.
- Regularly update your profile online – NEMA relies on this to communicate with you and if it is not updated, you could miss vital news.
- Review your key staff member contact information.

### **LEGISLATIVE**

- Review the current list of NEMA Congressional priorities and familiarize yourself with them. These are updated annually and/or as necessary.
- As you become more comfortable in your new job, schedule meetings or make phone calls to introduce yourself to the rest of your Congressional delegation and their staffs. Invite them to your emergency operations center to visit with you or observe an exercise, so that the relationship will already be established and you can call on them when a disaster occurs.
- If your governor's office has a Washington, D.C. location, reach out and introduce yourself. Determine the lead person on emergency management and homeland security issues. Discuss those issues that Congress and the Administration are considering and that are important to you and your state. Talk about how you can work together to address these issues.
- If your Governors' office prefers that you don't interface directly with your Congressional offices, let the NEMA staff know so that we can cultivate those relationships on behalf of the association.

### **EMAC**

- Call the EMAC Program Director at (859) 244-8217, and request a username/password to gain access to the EMAC website.
- Update contact information for all staff and state summary information regularly (EMAC requests this be done no less than quarterly).
- Explore the website to get a better understanding of EMAC and how it can work for you and your state during a significant disaster.
- Attend an EMAC Training Course.

### **EMAP**

The beginning of the tenure of a new director is a great time for an emergency management program to do a comprehensive assessment of how it compares to national standards.

- Find out whether your state has done its EMAP baseline assessment. If it hasn't, contact the EMAP Executive Director at (859) 244-8210 to discuss the assessment process and schedule. Look at how you can use EMAP standards to build stronger and more sustainable capabilities within your state and at the local level.
- If your state has already done its baseline assessment, review the EMAP assessment report for an independent evaluation of your program. The report can be a valuable tool in understanding strengths and weaknesses of the state's system for dealing with

disasters. It can provide an outline of steps needed that can be incorporated into strategic planning, capabilities assessment and corrective action activities.

- Consider encouraging and supporting qualified staff to serve as EMAP assessors. They can gain useful ideas and perspective in reviewing other programs against national standards. Travel is reimbursed by EMAP. Information on qualifications and training sessions can be found at [www.emaponline.org](http://www.emaponline.org).

## **CONTACT NEMA**

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