

**MILITARY DEPARTMENT
HEADQUARTERS, CALIFORNIA CADET CORPS**
10 Sonoma Avenue, Building 1301
Camp San Luis Obispo, CA 93405

CACC-HQ

CIRCULAR 010-1718-001

15 September 2017

CALIFORNIA CADET CORPS COMMUNITY EMERGENCY RESPONSE TEAM TRAINING

1. GENERAL: The Headquarters (HQS), CACC will hold a California Cadet Corps Community Emergency Response Team (CERT) training course 17-19 November 2017 at Camp San Luis Obispo (CSLO). The intent of this program is to empower each CACC school with a qualified team of cadet and adult leaders equipped with the necessary knowledge and skill to support and play key leadership roles in school emergency response operations during common campus emergencies.
2. PARTICIPATION: This is a school team participation event. Interested units should apply with each unit configured in teams of five (5) cadets, and one (1) CACC adult. Teams may be composed of cadets in grades 6 - 12. Participation is limited to fifty (50) cadets total statewide, so units are encouraged to register early.
3. PREREQUISITES:
 - a. Complete the following FEMA online courses and bring copies of the certificates of completion prior to arrival at CSLO for commencement of training.
 - i. Either one of the following:
 1. IS-100.SCA: "Introduction to the Incident Command System for Schools" which can be accessed at no cost at <http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-100.SCa> OR
 2. IS-100.B: "Introduction to Incident Command System, ICS-100" which can be accessed at no cost at <http://training.fema.gov/EMIWeb/IS/courseOverview.aspx?code=IS-100.b>
 - ii. All participants must also complete IS-317: "Intro to Community to Emergency Response Teams" which can be accessed at no cost at <http://training.fema.gov/is/courseoverview.aspx?code=IS-317>
4. TRANSPORTATION: Is not being provided by the state. Teams must arrange their own transportation at their own expense to arrive at Camp San Luis Obispo NLT 0800 on 17 November 2017 and depart CSLO by 1730 on 19 November 2017. Units may arrive beginning at 1800 on Thursday 16 November but must arrive NLT 2200 hours that day if they plan to stay overnight in barracks.
5. LODGING: Will be provided by HQS CACC for the evenings of 16-18 November 2017. Open bay barracks are the only available billeting resources, so participants should plan accordingly (bring sleeping bags or bedrolls and other items appropriate to open bay barracks situations).

6. MEALS: Meals for 17-19 November 2017 (breakfast, lunch and dinner each day, dinner will not be provided on November 19) will be provided by HQS CACC. No meals are provided on 16 November and no reimbursement for any additional meals will be provided.
7. UNIFORM: The uniform for this entire training event is Class C uniform for cadets, and ACUs or CMUs for CACC adult staff.
8. RECOGNITION:
 - a. All participants who successfully complete the course of study will be awarded a Certification of Completion and a CACC-issued CERT Identification card.
 - b. Cadets who successfully complete this training will be awarded the Disaster Preparedness Ribbon IAW CR 1-1 on state permanent orders.
 - c. Cadets who successfully complete this training are eligible for wear of the CERT shoulder cord, and the School Emergency Response Team Unit Award once they complete additional activities upon return to the home unit as described in CR 1-1
 - d. CACC Adult staff members who successfully complete this training are eligible for the Emergency Training Ribbon IAW CR 1-7.
 - e. CACC Adult staff members who successfully complete this training may use the course completion certificate as partial fulfillment of the Military Emergency Management Specialist (MEMS) Qualification Badge as detailed at www.sgaus.org/wp-content/uploads/2016/08/MEMS-Student-Manual-2016.docx provided the POC is notified that an individual is pursuing MEMS certification BEFORE the commencement of training on 17 November 2017.
9. COST: There is no cost for participation.
10. REGISTRATION: Registration for this event is accomplished by submitting an email with a roster of participating cadets and adults, including rank or title, last name, first name, middle initial, gender, an indication whether the participant is a cadet or adult, any dietary restrictions, and an acknowledgement that all participants commit to attending all 30 hours of training from 17-19 November 2017. Rosters are submitted to LTC (CACC) Michael J. Smith at michael.smith@cadet.org. Registrations will be accepted beginning immediately on a first come, first served basis until 10 schools have registered. Each school will most likely be limited to a single team. If, however after 3 November 2017 there are still openings, schools will be allowed additional teams on a "space available" basis with the rosters submitted earliest considered first. So on the respective roster(s) identify IN PRIORITY ORDER "team #1" "team #2" etcetera. Deadline for registration is 3 November 2017.
11. Point of Contact (POC) for this event is the undersigned at michael.smith@cadet.org .

FOR THE EXECUTIVE OFFICER:

/s/ signed electronically
MICHAEL J. SMITH
LTC, CACC
Assistant Executive Officer