SGAUS
STATE GUARD ASSOCIATION OF THE UNITED STATES

MEMS ACADEMY

STUDENT GUIDELINES

Providing the most professional level of emergency management training to members of State Defense Forces, DOD personnel, specialized units and civilian personnel since 1998.









SGAUS.ORG

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MEMS Academy training available outside the United States

The SGAUS Academy curriculum is now available to anyone located outside of the United States and its Territories. Offered in English, Spanish, Italian and German, the MEMS Student Guidelines are available on the State Guard of the United States Web page (sgaus.org/sgaus-academy/mems-academy/).

The point of contact for MEMS training and certification program for anyone located outside the United States is the Commandant of the MEMS Academy. Contact information is provided in the MEMS Academy Student Guidelines.

Thank you for your interest in the MEMS training and certification program. As a world-class emergency management organization, the training will enhance your knowledge and skills so you can better serve your community, state and nation.

A special thanks to Mr. Sven Dobler, Director, International Affairs Directorate, USCG Auxiliary for his assistance and his team for their incredible talent and dedication in providing the translation.

Fred Tredy

Commandant of the MEMS Academy

History of the State Defense Force



National Guard Regulation 10-4 1-5.a: "Any State, Territory, or District of Columbia, that creates a State Defense Force under 32 USC §109 is solely responsible for the establishment, organization, training, equipping, funding, management and employment of that SDF in accordance with (IAW) its laws."

There are only 7 states which have not authorized the creation of a State Defense Force Military, Air, or Naval Divisions.

MEMS Academy Mission

The Military Emergency Management Specialist (MEMS) Academy provides the most professional level of emergency management training to all members of State Defense Forces, DOD personnel, specialized units such as Civil Air Patrol, US Coast Guard Auxiliary and civilian personnel interested in Emergency Management Training and certification. Established in 1998, the Academy has gone through several changes, and the current curriculum has evolved over the years.

With the acknowledgement and approval of all participating Adjutant Generals (TAGs), State Guard Commanding Generals, Academy State Directors, and the SGAUS Board of Directors, the MEMS Academy has been accepted as the premier learning and credentialing establishment in military emergency management. Military members from every state have gone through the Academy and graduated with credentials designating them as Military Emergency Management Specialists. The Academy is highly respected nationally and internationally as the leader in military emergency management training.

Thousands of army, air, naval militia and civilian personnel have been certified through the MEMS Academy and have gone on to use that knowledge to assist in state disasters like Katrina,

Hurricane Sandy, Super Typhoon Yutua in the territory of Guam. fires in the Northwest, and floods in Southeastern states. The Academy has also trained members to respond to minor disturbances, where knowledgeable personnel have been required to assist the National Guard and first responders in Emergency Operations Centers and on the ground. The MEMS Academy will continue to provide the most professional level of emergency management training to all members of our State Defense Forces.

The Academy qualification Program fully complies with current U.S. Department of Homeland Security (DHS), Federal Emergency Management Administration (FEMA), Incident Command System (ICS), National Incident Management system (NIMS), National Response Framework (NRF), Homeland Security Presidential Directive 5 (HSPD-5), and Presidential Policy Directive / PPD-8: National Preparedness.

Special thanks go to LTC George Heart (WA), first Commandant of the MEMS Academy and former Academy Commandants Maj Roger Higby (CA) and SGM Tim White (IN) for their due diligence in establishing and maintaining the highest standards for the MEMS Academy.

Fred Tredy

SGM Fred Tredy (CA)
Commandant MEMS Academy

MEMS Academy Goals

"Uniformed and civilian members of the State Guards, Military Reserves, State Defense Forces, Medical Reserve Corps, Cadet Corps, Naval Militias, U.S. Uniformed Services, US Coast Guard Auxiliary and other MEMS Academy-approved official military and civilian organizations are eligible to take MEMS training and receive MEMS certificates."

Members of the U.S. Uniformed Services and State Guards increasingly have been mobilized to respond to natural and man-made disasters and other emergencies. Military and civilian authorities now see an urgent need to provide additional and improved emergency management training for personnel deployed during disasters. The MEMS Academy continues to fill that need.

The MEMS Academy Program prepares personnel to function in any of the positions at an Incident Command Post, JOC, TOC, EOC CERTS or civilian responses during a local or statewide emergency mobilization.

The MEMS Academy offers certification for Basic, Senior, Master and LNO Military Emergency Management Specialists and confers the appropriate insignia.
Individuals with Basic MEMS certificates will have operational understanding of the principles of emergency management, including mitigation, preparedness, emergency response and recovery with knowledge, skills, and abilities needed to effectively work within a comprehensive emergency management operation. Those with Senior and Master level certificates will be able to lead and plan incident response efforts of increasing complexity. Members with the LNO certificate will be able to work within any EOC.

Uniformed and civilian members of the State Guards, Military Reserves, State Defense Forces, Medical Reserve Corps, Cadet Corps, Naval Militias, U.S. Uniformed Services, US Coast Guard Auxiliary and other MEMS Academy-approved official military and civilian organizations are eligible to take MEMS training and receive MEMS certificates.

There are currently states without active State Defense Forces but have personnel who want to participate in the MEMS training and Certificate program. The Commandant of the MEMS Academy will locate and authorized a member of that state to operate as the MEMS Academy State Director. Those ASD's will assist the members of their state to transition through the MEMS training and upon completion receive a MEMS certificate. If there is no authorized ASD for the state, then a certificates will be issued through the Commandant of the MEMS Academy.

The MEMS Certificate Program is offered free of charge to SGAUS members in good standing. Academy enrollees are responsible for all expenses, if any, incurred during their participation. Participants who have been deployed in actual emergency operations may qualify for an award of the MEMS Flash.
Wearing of the MEMS insignia on official uniforms is dependent on the policy and authorization of the respective military department and uniform authority, not the MEMS Academy or SGAUS. To receive a higher levels of MEMS certification you must be a current member to purchase MEMS items.

MEMS Academy curricula are comprised of many standardized and validated courses developed by FEMA's Emergency Management Institute. Most are available on-line and may be taught as in-person group presentations. Advanced classes are available only in classroom or resident settings.

The MEMS Academy is a National and International Academy for Emergency Management training. Accordingly, the MEMS Student Guidelines are published in German, Spanish and Italian.

The MEMS Academy Program

Join SGAUS and maintain the proof of membership at SGAUS.org.

Submit the completed SGAUS application your membership to your State Director along with the completed course work certificates. Contact your State Director before you send the documents to assure that you have completed all the needed documentation.

DO NOT submit these documents to the SGAUS national office. Only the MEMS Academy State Director will maintain individual certifications records.

For member benefits please refer to the SGAUS web page for further information.

For members, a current membership must be maintained for each level of your course of study, for example from Basic to Senior, to receive your certificate. Non-members will receive a MEMS certificate please refer to the SGAUS web page for further information



The State Academy Director will review your application, Practicum, and additional documents. If the documents are completed and accepted, the Director will issue your MEMS completion certificate. Only an Academy State Director is authorized to issue completion certificates for any of the MEMS levels, Practicum and the MEMS Flash.

As the science and practice of emergency response changes and standardized courses are brought up to date, the MEMS Academy may change requirements for certificates at different levels.

If a required course becomes unavailable, notice will be provided on the MEMS Academy website for substitution or deletion will be included in the FRAGO section of this guidelines.

Academy Participants and Academy State Directors shall maintain personal files of their work and training certificates. SGAUS and the MEMS Commandant does not maintain files of completed documents for the Students and relies on the State Directors to maintain all completed documents. The MEMS Academy State Directors will keep a record of the MEMS Academy/SGAUS application and contact information and the date of their certificate.

Upon completion of training, graduates will receive notification and a MEMS Academy certificate of completion. Copies of the certificate should be included in the graduate's military or civilian personnel record. Proof of the certificate must accompany requests to SGAUS to purchase any MEMS insignia/badge.

In States that maintain a MEMS Academy training Units only those training units are authorized to establish, maintain, train and sponsor IS 300, IS 400 and TTX exercises as approved by the MEMS Academy State Director. In States without MEMS Academy Training Units the ASD will only authorize MEMS certificates for training with prior approval of the training by the ASD. This will maintain the high standards which have been established for the program and must be maintained.

The MEMS Academy is consistently changing and up grading our tasking list of classes to stay consistent with the ongoing activities that our personnel will be facing in the field.

To locate the FEMA courses please go to:
https://training.fema.gov/is/crslist.aspx

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Multiple Certifications

The MEMS Academy offers certification for Basic, Senior, Master and LNO Military Emergency Management Specialists and confers the appropriate insignia.



Individuals with Basic MEMS certificates will have operational understanding of the principles of emergency management, including mitigation, preparedness, emergency response and recovery with knowledge, skills, and abilities needed to effectively work within a comprehensive emergency management operation. Those with Senior and Master level certificates will be able to lead and plan incident response efforts of increasing complexity.

Members with the LNO certificate will be able to work within any EOC. Participants who have been deployed in actual emergency operations may qualify for an award of the MEMS Flash. Wearing of the MEMS insignia on official uniforms is dependent on the policy and authorization of the respective military department and uniform authority, not the MEMS Academy or SGAUS. To receive a higher levels of MEMS certification you must be a current member to purchase MEMS items.

MEMS Academy curricula are comprised of many standardized and validated courses developed by FEMA's Emergency Management Institute. Most are available on-line and may be taught as in-person group presentations. Advanced classes are available only in classroom or resident settings.





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"All Emergency Management qualifications are the same."

Until they aren't...

sgaus.org/mems-academy/

- Academy Directors accessible worldwide
- Available to military and civilians
- Value Priced: One fee allows access to multiple certifications
- Fully compliant with DHS, FEMA, ICS, NIMS, NRF, HSPD-5 and PPD-8
- Thousands of Army, Air, Naval militia & civilian personnel certified
- Nationally and Internationally respected
- Established in 1998

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STATE GUARD ASSOCIATION OF THE UNITED STATES

MEMS ACADEMY

Basic MEMS Curriculum



1. Complete the following courses:

   NOTE: Independent Study (IS) courses and certificates of completion are available online, free of charge, on the FEMA Website: https://training.fema.gov/is/crslist.aspx

   IS 42 - Social Media in Emergency Management

   IS 100 - Introduction to Incident Command System

   IS 200 - ICS for Single Resources and Initial Action Incidents

   IS 700 - National Incident Management System

   IS 800 - National Response framework

   IS 75 - Military Resources

   IS 520 - Introduction to Continuity of Operations Planning for Pandemic Influenzas

   IS 904 - Active Shooter Prevention

   IS 915 - Protecting Critical Infrastructures Against Insider Threats

   IS 2200 - Basic Emergency Operations Center Functions

2. Complete a MEMS Practicum. Your participation in the activation or exercise should be 4 to 6 hours minimum.

3. Members will submit the SGAUS membership application with certificates of course completion.

After completing the Basic MEMS course of study, Participants will be able to work at any emergency disaster location and then move forward to the Senior MEMS training.

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Senior MEMS Curriculum



1. Complete the following courses:

   IS 120 – Exercise Design

   IS 230 - Principles of Emergency Management

   IS 235 - Emergency Planning

   IS 240 Leadership and Influence

   IS 241 - Decision Making and Problem Solving

   IS 242 - Effective Communication

   IS 244 - Developing and Managing Volunteers

   Note: Completion of these classes ensures the individual meets the FEMA Professional Development Series (PDS) requirements

   IS 26 - Points of Distribution

   IS-2900 - National Disaster Recovery Framework (NDRF)

   ICS 300 - Intermediate Incident Command System (*in-classroom course only – see following page*)

   AWR 160 - Weapons of Mass Destruction Awareness*

2. Complete a Senior MEMS Practicum. Your participation in the activation or exercise should be 6 to 8 hours minimum.

3. Members will submit the SGAUS membership application with certificates of course completion.

After completing the Senior MEMS curriculum, Participants will understand the principles of emergency management including the National Response Framework, National Incident Management System and Incident Command System, have completed the FEMA EMI ISP Professional Development Series, and have knowledge necessary to act as a supervisor/manager within an incident response.

After completing the Senior course of study students may move to the Master MEMS.

* AWR 160 WMD is available through the New Mexico Tech website, TEEX website or the LSU website

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Virtual G-300 course

The Virtual G-300 course will be excepted under the following strict guidelines:

1. Only the MEMS State Director can approve the participation in a G-300 Virtual course in writing prior to the course being taken.

2. The instructors for the course will be FEMA certified as Train the Trainer

3. The course will be approved for use by the States Office of Emergency management

4. Courses used by outside private vendors will not be accepted by the MEMS program

5. The course will be approved by the SDF's emergency management department.

6. The course will follow all the FEMA guidelines as to the materials and the time required to complete the course.

7. A FEMA completion certificate will be issued when the course is completed denoting the hours of the course and the FEMA certified instructor who is issuing the certificate.

Questions regarding the use of the Virtual G-300 should be directed to the Commandant of the MEMS Academy. Only the G-300 Virtual program is acceptable currently. No other Virtual program is approved for qualification as a MEMS authorized course.

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Master MEMS Curriculum



1. Applicants may start to work on their Master level course immediately upon receiving their Senior MEMS certification and will wait 6-months before applying for Master level certification.

2. Applicants are expected to have participated at a high level in planning and execution of emergency plans, exercises, and emergency responses.

   Complete the following courses:

   IS 201 - Forms Used in Preparation of the Incident Action Plan

   IS 703 - NIMS Resource Management Course

   IS 802.A - Emergency Support Function (ESF) #2 - Communications

   ICS 400 - Advanced Incident Command Systems (in classroom only)

   IS 916 - Critical Infrastructure Security: Theft and Diversion

3. Complete a Master MEMS Practicum Your participation in the activation or exercise should be around 8 to 12 hours minimum or more.

4. Members will submit the SGAUS membership application with the certified documents.

After completing the Master MEMS course of study, Participants will have knowledge necessary to work at the management level within a complex incident and be able to move to the LNO All Hazards course of instruction.

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LNO
All-Hazard Specialist Certification



LNO All Hazard MEMS certificate is the “capstone” of the MEMS Academy.

The Liaison Officer (LNO) is the point of contact for representatives of other governmental departments and assisting & supporting agencies that are not members of Unified Command. The LNO certificate program is the capstone of the MEMS Academy training program. The LNO certificate unites all the training through the Basic, Senior and Master level programs and culminates that training to the actual in the field activations representing the State Defense Force, the National Guard, US Coast Guard or your civilian employer at any Emergency Operation Centers. The LNO certificate program establishes the highest level of emergency management knowledge for personnel who can be relied upon to represent their organizations during major disasters.

Complete the following:

1. FEMA course G-191 Incident Command System/Emergency Operations Center Interface.

2. FEMA course G-956 All-Hazards Position Specific Liaison Officer.

   And/Or

3. Submit a copy of orders from actual activation or FTX denoting you as an LNO for your organization.

Note:

If previously achieved, submit your FEMA All-Hazards Liaison Officer Task Book. Due to a lack of qualified supervisors at a students’ location it may be impossible to achieve, so completing a Task Book is not a MEMS requirement. To locate the LNO Task Book information, go to:
https://training.fema.gov/emiweb/is/icsresource/assets/tb_liaison.pdf

There is no Practicum for this certification.

LNO All Hazard Specialist certificates are only available to SGAUS members only. For civilian members, if you have documentation showing your designation as an Agency representative this will meet the standard.

The LNO Badge is the same as the Master MEMS badge in the following manner:

1. The Muted LNO badge is the same as the Master MEMS badge except that the star may be painted with a antique gold paint.
2. The LNO sew-on badge is the same as the Master MEMS badge except that a gold star, which is used on all military ribbons, may be added.
3. The LNO badge worn on the Class “A” is a Master MEMS Badge, but all gold.

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MEMS Alumni



The MEMS Academy has students who have requested participation in our certification and training from DOD, National Guard personnel, all the States in the US, US Territories, Canada, Argentina, Australia, Europe, Sara Lanka, Nigeria, Philippines, South Africa and beyond. Our Emergency Management training program has a Global outreach program.



MEMS Practicums

The Practicum is the most important part of the MEMS certification process. The Practicum is an accumulation of **your individual personal knowledge** of **your past experiences**, completion of your FEMA courses, and your ability to document those past experiences after working in an actual or field training exercise. As the most important part of the MEMS certificate process**, the Practicum is understood to be an accumulation of the experiences of and by that individual student who is submitting the Practicum.**

Practicum submissions should be considered, reflective documents that examine response actions of the Incident Command principles. Where circumstances allow, identified areas for improvement should include suggestions on how the situation could have been improved. The Practicum marks the completion of each level of the MEMS Academy certification process and will be used to grant MEMS certification for the wearing of the MEMS badge. The Practicum will be graded on a Pass/Fail basis after the Academy State Director reviews the content of the information submitted. Violation of the MEMS Academy policy could result in your dismissal from the MEMS Academy and could result in a misconduct investigation by your organization.

Suggestions for Agencies that sponsor Emergency Management training and or exercises:

The following is a partial list of agencies you may contact for Practicum and/or training purposes:

- Local emergency managers.
- Local Fire and/or Police Departments – in many rural areas, emergency management falls under Police or Fire Departments.
- County emergency managers.
- County Sheriff or metropolitan Police Department – some states mandate that the Sheriff is responsible for emergency management.
- State office of emergency management.
- Large corporations, hospitals, accredited universities – many have their own emergency management programs and officials.
- American Red Cross.
- Your State Military Department.
- Your State Guard MEMS Academy State Director.
- Department of Homeland Security disaster drills.
- Federal Emergency Management Agency (FEMA) disaster drills.
- State, County, or Local Office of Emergency Preparedness (OEP) or EOC disaster exercises.
- Fire Department disaster exercises.
- Multi-agency exercise involving EOC or Incident Management Teams.
- Participation at an EOC during a major planned event (i.e., parades, major festival, concert, etc.).
- Maritime organizations that may be providing FTX that you are able to participate with is the US Coast Guard, USCG/National SAR programs, USCG Operations Systems Center USCG Rescue 21, USCG Auxiliary, USCG Marine Safety Teams (MST)

For FEMA and EMI resident emergency management courses held at Emmitsburg, MD, contact FEMA directly.

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MEMS Practicum Format

Overleaf is the template you must follow for the MEMS Basic, Senior, and Master level Practicums; Each MEMS Practicum level of will require a separate Practicum, reflecting a different incident and, as the student proceeds up the MEMS ladder, more detailed responses and a higher level of understanding of the Emergency Management process. Each level of study should reflect how the student has progressed with their knowledge of the Emergency Management System. You will be graded (Pass/Fail) on your knowledge and progressive experience in this field. It is mandatory that you use this format for all your MEMS

The concept of a Practicum is to be able to demonstrate your level of knowledge and experience with NIMS/ICS in relation to either a real-world disaster response or a planned exercise, ideally lasting between 8 to 16 hours. Provide your personal insights; if part of the response was ineffective, identify why and provide commentary on what might have been implemented to effect change. You may, and should, add any other observations that occurred during the incident.

It is strongly recommended that you copy and paste the Practicum questions into a Word document and then provide your answers. Avoid one-word answers. One-page Practicums will not fully document your knowledge and experience during a response or exercise and will be rejected.

Provide supporting documentation in the form of sign-in sheets, incident documentation, or letters from a supervisor documenting your participation and assignment. Where available, include additional information such as maps, Incident Action Plans, and After-Action Reports (AARs). Documentation of other personnel's participation is acceptable as it relates to the accomplishment of the writer performance and understanding of the exercise. Any documentation submitted will not be shared outside of the SGAUS.

Email the completed Practicum form and supporting evidence to your MEMS Academy State Director for review.

Practicum submissions must be submitted in their entirety, containing all the information outlined in the curriculum descriptions. There may be some categories that do not pertain to the exercise or activation that you participated in; mark N/A on that line.

Military Academy, JROTC, ROTC & College Practicums

The MEMS Academy is honored to have our military academies and colleges participate in the emergency management training and certification program. The MEMS Academy recognizes some MEMS students may be unable to fully participate in emergency management field exercises or tabletop exercises. Considering this, the MEMS program has developed a modified program to allow students to complete the practicum portion of their MEMS certification program; this information is listed on page 22.

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Practicum Template

It is recommended that you cut and paste this Practicum template into a Word document, then add your responses.

Begin entering your Practicum submission information from *here through page 21.*

Please state your name, rank, position title, assigned unit or organization you represented during this event.

What was the name of the exercise or incident you participated in? If it was an actual activation, what was the FRAGO/Operational Order number?

What is the name, title, and address of the agency you represented?

Practicum Background

- How long did the Practicum take? To qualify for a passable Practicum, it is strongly recommended that the exercise or incident/event lasts for:

    - **Basic MEMS** Practicum your participation in the activation or exercise should be 4 to 6 hours minimum.
    - **Senior MEMS** Practicum your participation in the activation or exercise should be 6 to 8 hours minimum.
    - **Master MEMS** Practicum your participation in the activation or exercise should be around 8 to 12 hours minimum or more.

      Note: If your participation is less than the minimum you may not be able to accumulate enough information or experience to write and submit a passable Practicum.

- Explain in summary format what you did during the exercise, whether you achieved your objectives, and the work you accomplished?

- Explain in detail how will this experience assist you in future activations.

- How beneficial has your Basic MEMS training and certification help you in your civilian or military career?

- Can you see the benefit of continuing to the Senior and Master MEMS certifications?

- For Senior MEMS applicants: How will your Senior MEMS Training assist you in your career.

- For Master MEMS applicants: How will your Master MEMS certification assist you in furthering your emergency management career?

- In your organization how can the MEMS training program reach out to members of your organization?

- What kind of suggestions do you have to improve the MEMS Program and make it more visible?

Practicum Details

1. Describe in detail the situation you participated in (e.g. fire, tsunami, earthquake, flood, biological/chemical/radioactive response). Identify whether it was a real-world incident/event, or a full-scale exercise/tabletop exercise). Include the specific location of the event and your assignment. If you have a variety of events that you participated in please use the simplest one for your Basic MEMS Practicum, then a more intense event for your Senior and the most comprehensive and most detailed one for your Master level Practicum.

2. What was your title? Provide detail on your assigned duties?

3. If you were involved in a SAR (Search and Rescue) include the operational details.
   a. Document the time spent at the SAR, when deployed, time in transit, on the scene and time to demobilize the vessels, vehicles, or Air units.
   b. Document the use of communications at the SAR whether VHF, cell phones or land lines.
   c. If you participate in the SAR and a person/s were rescued, were they medically treated at the scene, by whom and how transported.

4. Describe how you were activated (e.g. call, text, email) and the steps you were required to accomplish before being activated. Wills and trusts, next of kin assignment, clothes and prescriptions meds for an extended period of time.

5. When you arrived on-site, were you required to sign in and provide identification before entry?

6. Was a Safety Officer or Deputy assigned to the response?
   a. If so, did you receive a Safety Officers briefing at check-in?
   b. What did the Safety Officer's briefing include?
   c. Describe in detail what kinds of safety procedures were explained.

7. Describe the briefing you received upon your arrival, from whom, and for each change of shift.

8. Where was the Incident Command Post located in relation to the incident/event and were you assigned to the ICP in what position?
   a. What was the location of the ICP in relation to the event?
   b. How many personnel were present at the Incident Command Post, and what positions were you assigned?

9. Describe the layout and organization of any Incident Command Post, Emergency Operations Center, or Joint Operations Center that you observed or were assigned to.

10. If you were aware of the objectives of the Incident Action Plan (IAP) for the Operational Periods you worked or ICS-201 (single operational period of at least 8 hours)?
    a. Did they change during your deployment?
    b. If so, why?

11. What was the length of the Operational Period for this incident?

12. Did you observe a Tactics, Planning or Operations meeting?
    a. If so, how effective was it?
    b. What do you think could have been done better?

13. Describe your actual assignment in detail and, if it changed, how it changed to the assignment you received during your activation.

14. Were you a member of the Command Staff or General Staff?

15. Do you maintain a “go bag” (emergency preparedness bag that is packed in advance with key items for an extended period of time away from home).
    a. If so, was your bag up-to-date?
    b. What personal equipment (PE) did you deploy with?

16. Who was designated as the Incident Commander?
    a. Was Unified Command operating?
    b. If so, were the responding agencies working together and within their area of responsibility?

17. Was there a Logistics Section activated?
    a. What support did they provide?
    b. What did the Logistics Section provide to you relative to your job and personal needs?

18. Were you ever ‘Out of Service’ during your assignment (i.e. time spent when not working)?
    a. If so, what were you allowed to do during your out of service time?

19. Was there any form of behavioral/mental health support/spiritual care provided to responders during the activation?

20. Provide detail on how you briefed your relief at shift change.

21. Describe any camp(s) and/or staging area(s) resources you passed through (e.g., Incident Command Post, Emergency Operations Center, Tactical Operations Center, Joint Operations Center, REOCC, CMOC, etc.) that were functioning during this even.

22. Where any Presidential /Robert T. Stafford Act Declarations made relative to the incident (theoretically, if this was an exercise)? If so, list the declarations.

23. Name other agencies that contributed resources to this incident.
    a. Were they contributing or supporting agencies?
    b. What support did they provide?

24. Provide your observations of the actions, roles, and responsibilities of at least two of the following positions that were functioning during this event that you may have observed?
    a. Basic MEMS applicants provide observations on:
        1) Incident Commander
        2) Safety Officer
        3) Liaison Officer
    b. Senior MEMS applicants provide observations on:
        1) Operations Section Chief
        2) Planning Section Chief
        3) Logistics Section Chief
    c. Master MEMS applicants provide observations on:
        1) Finance/Administration Section Chief
        2) Public Information Officer

25. Was there a Liaison (LNO) Officer/Team activated for this event?
    a. Was the LNO an Agency Representative and for what organization?
    b. Were any other LNO assisting/cooperating organizations part of the response?
    c. If so, who?

26. Were you aware of what types of social media were actively used during the response? If so, was it effectively used?

27. What agency did you represent, if responding outside of your home agency (i.e. as a member of an Incident Management Team)?

28. What were your agency concerns or issues that you were able to add during your activation? Where these issues addressed by you and taken care of within the Operational Period?

29. In your position, did you communicate any concerns or issues to the Incident Command Post, Emergency Operations Center or Joint Operations Center?

30. What were your primary methods/channels of communication (e.g., radio, phone, email, text and/or runner)? Was there communications resiliency (i.e. backup options in case of failure)?

31. Please provide an example of 'clear message' you received or sent.

32. What form(s) of communication did you utilize during your assignment? (ICS-214/Sit Rep) Explain each and whether it was effective.

33. What does the acronym PPE stand for? Explain why PPE may have been necessary during your event and were you provided with PPE at the event.

34. What paperwork did you complete as part of your assignment (e.g., FEMA log)? Include copies of those documents with this Practicum.

35. Did you complete any standard Incident Command System forms (e.g. ICS-213)? What were they, why were they completed, and were you able to complete them in a timely manner?

36. Was medical care provided for responders? If so, what agency was charged with providing the medical resources?

37. What Non-Governmental Organizations provided resources to this incident? What support did they provide?

38. Was mutual aid support provided? If so, provide examples of mutual aid that took place during this situation.

39. Describe how your response adhered to the major components of:
    a. NIMS
    b. Incident Command System
    c. Management Preparedness
    d. Resource Management

40. Based on your observations, describe the roles of the following participating agencies:
    a. City
    b. County
    c. State Division of Emergency Management/Office of Emergency Services
    d. Civilian Agencies
    e. US Coast Guard
    f. FEMA
    g. Red Cross
    h. Salvation Army
    i. National Guard
    j. Homeland Security
    k. Other Non-Government Organizations

41. What Emergency Support Functions (ESFs) you observe in action or via reports that occurred during this exercise? What support did they provide?

42. How many people did you work with during your assignment?

43. Where you a supervisor?
    a. If so, what was your span of control?
    b. If you operated beyond the recommended span of control (3-7 personnel, with 5 being optimal), what difficulties did this create and how did you manage them?
    c. What were the responsibilities of your team?
    d. How did you grade their participation?

44. What was the status of the incident upon your demobilization? What did you do for check out at demobilization? Please explain.

45. If you worked a Post-Disaster Assessment, please include what your position was, the length of time for the assessment and a brief explanation of the report submitted.

46. Was any Critical Incident Stress Management offered to responders?

47. Did your complete a After Action Report and include a copy with your Practicum.

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Military Academy, JROTC, ROTC & College Practicums

The following are approved guidelines for the Practicum portion of the qualification program. Students must use this format for the Practicum/AAR, substituting the military language for their college activities. Examples of accepted activities include, but are not limited to, the following:

Participating, planning and coordinating student activities with school staff, such as:
- School graduations, special events, fund raisers, etc.
- Organized emergency response training at the school or off-site location
- Participation in regional emergency response exercises
- Supporting large athletic events, community events or military sponsored events

The student will be required to complete the following guidelines:

- The name of the school
- Date of the event(s)
- The number of people that participated, providing a copy of any sign-in sheets (where available)
- An overall summary of the event
- A summary of the student's level of participation
- Name of a staff member(s) who worked on the event who can verify student participation
- Detail on the communication methods the student used during the event (e.g., communication by cell phones, phone trees, VHF radios, text communication apps, etc.)
- Actions that proved successful during the event and what could have been done differently

Please note that to complete the Practicum/After-Action Report students must not use one word answers. Each question should be answered in full.

Questions on completing this format should be directed to the MEMS Academy State Director listed in the student guidelines or, where there is no current ASD for their state, the Commandant of the MEMS Academy

Student Code of Conduct

STUDENT CONDUCT: Every Student admitted to the MEMS certificate process is expected to treat Academy Staff, fellow Students, outside Instructors and others with proper respect, dignity and military courtesy. Violations of this rule may result in dismissal from the MEMS Academy.

STUDENT ETHICS: Students will adhere to the highest standards of personal and military ethics while enrolled in the MEMS Academy. Cheating, falsification, dishonesty, or deception will result in immediate dismissal from the Academy. If it is learned that a Student received a MEMS certificate under deceitful or dishonest conditions, his/her certificate will be revoked by the Academy State Director, and notification will then be forwarded to the MEMS Academy Commandant. The ASD will then forward this information to the State's Defense Force Commanding Officer or the civilian members direct supervisor.

STUDENT ISSUES: Students that encounter problems or concerns with their Academy studies or assigned courses are encouraged to resolve any issues informally with their Academy State Director. If this does not resolve the problem, the Student may write a formal request to the Commandant of the MEMS Academy regarding the disputed issue. The Academy Commandant's decision is final.



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Master MEMS Instructor Certificate

For those special Master MEMS certified personnel who would like to become a MEMS Academy Instructor, you must first receive your Master MEMS certificate. To become a Master MEMS Instructor, you are required to achieve the following:

Be currently assigned as an instructor to your unit or organization that regularly teaches emergency management and issues completion certificate for that training.

Applicants must be 'train-the-trainer' certified in and have taught several emergency management-related classes and have completed IS-449 (in-classroom only) or have advanced documented practical experience in Emergency Operations Centers. Experience in leadership of actual emergency activation(s) may, on a case-by-case basis, be counted as partial fulfillment of the teaching requirement.



The Academy State Director will issue a separate Master MEMS Instructor certificate.

After completing the Master MEMS course of study certifying you as a MEMS Instructor, the Academy State Director may schedule you to teach FEMA and MEMS courses.

Master MEMS Instructor Certificate are available to SGAUS members only.

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Wearing of the MEMS Badge

The MEMS Badge (special skill badge according to the U.S. Army, U.S. Air Force and U.S. Navy uniform manuals) is worn on the left side of the ACU, OCP, ABU, or NWU utility uniforms, centered over the pocket, either in muted or sew-on badges. It is a special skill badge and may be worn over the pocket if there are two or less higher-ranking skill badges in that location.

> **U.S. Army AF 670-1 22-16. Combat and special skill badges are awarded to denote proficiency in performance of duties under hazardous conditions and circumstances of extraordinary hardship, as well as special qualifications and successful completion of prescribed courses of training.**

See DA Pam 670-1 for authorized combat and special skill badges and tabs, specific placement guidance, order of precedence, and general wear policy.

US Army Uniform Manual 670-1 page 241:
20-5 (j). State awards for Army National Guard Soldiers. ARNG personnel are authorized to wear State awards under applicable State laws or regulations when assigned to the ARNG under the command and control of the Governor or Adjutant General, under the provisions of 32 USC. The term “State” includes the 50 States, U.S. territories (which include Guam and the U.S. Virgin Islands), Puerto Rico, and the District of Columbia. The following personnel statuses are included in this authorization: Active Guard Reserve; active duty for training, active duty for special work; full-time National Guard duty for special work or training; annual training; and inactive duty training (drill status), including periods when personnel may be attached to the AA or reserve of any Service, whether paid or unpaid. Personnel will wear such awards in the State order of precedence, after Federal and foreign awards. Soldiers on active Federal service, under the provisions of 10 USC, are authorized to accept, but not wear, State or territory awards.

The National Guard Bureau current document gives directions to State Defense Forces as to the wear of the MEMS Badges, as outlined in CNGBI 5500.01A:

NGB-J5 CNGBI 5500.01A DISTRIBUTION: A 07 March 2024 NATIONAL GUARD INTERACTION WITH STATE DEFENSE FORCES References:

State defense force specific skill badges (such as the Military Emergency Management Specialist badge) will be centered above the red State name tape.

Please note the Official wear of all MEMS skill badges and patches is solely dependent on military or organizational authority and not SGAUS or the MEMS Academy. Consult your military authority on official wearing guidelines. You are only authorized to wear the highest MEMS Badge you were awarded either on your dress uniform or on your OCP. The Senior Badge supersedes the Basic; the Master supersedes the Senior and the LNO supersedes the Master.

Civilians who have received their MEMS certificate are eligible to wear the miniature MEMS muted or miniature silver MEMS badge on their business attire, along with SGAUS miniature ribbons.

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MEMS Flash



1. The MEMS Flash are granted to SGAUS members who have been issued at least the Basic MEMS certificate or above and who have been activated or mobilized for a disaster, declared emergency or major event requiring the activation of the Incident Command System.

2. To apply for the MEMS Flash, contact the MEMS Academy State Director and submit documentation of the recent emergency management participation. The proof must specifically link the applicant to the activation. Acceptable documentation includes:
   - Copies of military orders After Action Reports or other documenting such service.
   - Formal letters from appropriate military, governmental authorities or parent organizations attesting that the applicant served during that event

3. The State Academy Director will authorize the MEMS Flash and issue an award certificate. A copy of the MEMS Flash certificate must accompany the request for purchase of the MEMS Flash from the SGAUS/MEMS Academy store.

4. If a State Does not have a State Defense Force, but does maintain a MEMS Academy State Director, the MEMS Flash can be awarded by the MEMS Academy State Director for activations of SGAUS members holding the minimum of a Basic MEMS certificate.

Wearing of the MEMS Flash

NOTE: The MEMS Flash (worn with only the last highest awarded MEMS badge) is worn on class “A” uniform, only on the left side of the Class “A” uniform, on the left pocket flap. The MEMS Flash is not worn on the Class “B” uniform and not authorized on your OCP.

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MEMS Academy Tab



The MEMS Academy tab will be awarded only to SGAUS members of the State Defense Force who current MEMS Academy Training Unit Staff.

A certificate will be issued for those Academy members who are assigned as a member of the Training Staff. The wearing of the MEMS Academy tab will only be worn while the member is assigned as a member of the MEMS Teaching Staff.

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Waivers

There are limited waivers for course work done in the Basic MEMS Program. First responders will be allowed to write a Practicum relating to an incident where they participated as an active duty first responder.

Basic MEMS only waiver is for First responders will be allowed to write a Practicum related to an incident that they participated in as a Frist Responder prior to being a member of the SDF.

Senior MEMS only waiver is for First responders who will be allowed to write a Practicum related to an incident that they participated in as a First Responder prior to being a member of the SDF.

All other students must complete their Practicum as a current member of their SDF. If there is no SDF, the MEMS Academy State Director will accept Practicums which the student has participated in with their organization.

There are no waivers for Master MEMS.

Waivers for the LNO course of study are as follows:

a. The Agency designated the individual as an LNO.
b. The individual already received their MEMS Academy certification as a Master MEMS.
c. Documented history of activations where the individual has worked as an LNO.
d. Provide the time which work as an LNO can be documented.
e. One activation for a limited period in a LNO capacity would not qualify as a waiver.
f. Documented history as an LNO must be provided.



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MEMS Skill Insignia

The MEMS skill badge depicts the historic United States “Civil Defense” eagle of World War II rampant on a bound laurel wreath, the ancient symbol for victory.

The MEMS skill badge is authorized only in Basic, Senior, Master and LNO versions. The Senior MEMS skill badge has a five-pointed star added above the eagle. The Master MEMS skill badge has a five-pointed star in a circular laurel wreath added above the eagle.

The Basic, Senior, Master and LNO MEMS skill badges are authorized in full and miniature silver high-gloss metal finish, full-size subdued black metal finish and as full-size subdued black or white on olive drab sew-on patches. MEMS skill badges are worn in accordance with U.S. Army, U.S. Navy, and U.S. Air Force uniform manuals. The MEMS badge is worn below military ribbons on the left side centered on the left pocket flap of the Class “A” dress uniform.

The MEMS flash has a light blue background with a gray border, denoting the colors of the State Guard Association of the United States. The MEMS badge is centered on the flash and is worn only on Class “A” dress uniforms on the left side of the uniform centered on the pocket.

Official wear of all MEMS skill badges and patches is solely dependent on military or organizational authority and not SGAUS or the MEMS Academy. Consult your military authority on official wearing guidelines.

All SGAUS and/or MEMS Academy artwork and designs used as and in the various symbols, patches, badges, emblems, and insignias, altered or not, are proprietary to SGAUS and the MEMS Academy and may not be reproduced, used, manufactured or otherwise copied, duplicated, replicated or otherwise disseminated, distributed or circulated without the express authorization of the SGAUS Board of Directors and/or the MEMS Academy Executive Council. Violation of this policy is prosecutable by state and federal criminal and civil law.

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Legal Disclaimer

All MEMS Academy Students and Participants, by their involvement in the certificate Program and process, acknowledge that they have reviewed the requirements and fully understand the MEMS Academy Program, are fully familiar with the potential hazards, potential for injury, illness or damage, and have read materials describing it, and have otherwise evaluated the potential for injury and resulting damages and understand that participation in the Program can be a strenuous event.

SGAUS and the MEMS Academy requires as a condition of participating in the MEMS Program, that each Student, in consideration of permission to enter this activity, irrevocably release and forever discharge SGAUS and the MEMS Academy (collectively, 'they' 'their'), their heirs, executors, administrators, personal representatives, assigns, and anyone entitled to act on their behalf, their agents, servants, and employees, sponsors, owners of the property on which Program-related training is conducted, their promoters, managers, Instructors, inspectors, officials, volunteers, and any and every other person participating in any way, from any and all claims for damages or injury or liability of any kind, illnesses alleged to result from the training or damages of any and every kind suffered, as a result of participating in or travel to or from training exercises or courses. Also, Students further agree to indemnify and hold harmless those released for costs, attorneys' fees, or other expenses should the student or any person for or on the Student's behalf file a legal action against the United States of America, the various States, territories or commonwealths, SGAUS, the MEMS Academy, or anyone else involved in the MEMS Academy certificate Program.

Further inquiries will be directed to SGAUS/MEMS Academy legal counsel.

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Appendix

Academy State Directors

Academy Advisory Staff:
These Academy Advisory Staff members are appointed by the Academy State Directors (ASDs). These Staff members will act as mentors and advisors to the State Director on an as-needed basis. They will act as information and problem-solving resources only to ASDs. They answer only to the MEMS Academy State Directors.

MEMS Academy State Directors (ASDs): Can only be appointed by the State Commanding General or on an interim basis by the MEMS Academy Commandant until the State Commanding General grants the appointment or in the case of a state without a State Defense Force the Commandant of the MEMS Academy. The State Commanding General is the only person who can appoint or remove an Academy State Director from their position. There are states that do not have an Active SDF but are granted an Academy State Director by the Commandant of the MEMS Academy.

The Commandant of the MEMS Academy will grant a civilian the position of MEMS Academy State Director who has achieved at least a Master MEMS certificate.

In this case the Commandant of the MEMS Academy will be the only person to appoint and to relieve that person of the position of MEMS Academy State Director. ASDs will coordinate and provide logistical support for the MEMS Program within their designated state. ASDs will process applications for their personnel and may instruct and/or proctor Students. ASDs will approve the issuing of all certificates for MEMS credentials and issue MEMS Basic, Senior, Master, LNO and MEMS Flash certificates.

The MEMS Academy State Directors are responsible to keep records of all personnel who the ASD issues MEMS completions certificates. Those documents will be considered property of the SGAUS/MEMS Academy and will be kept current and on the occasion when an ASD leaves office those documents will then be turned over to the next ASD to be appointed.

The MEMS Academy State Directors are responsible, on an annual basis in August of each year, to report their yearly progress on issuing completing each level of certificates to the Commandant of the MEMS Academy

Deputy State Directors and Staff:
ASDs may appoint their own state staff (i.e., Deputy State Directors, Instructors, Proctors, and Unit Representatives. These Staff members must be at least Senior MEMS certified and appointed to the position by the ASD for a period not to exceed the term of the ASD. These Staff members may have the authority to verify that a student has completed the Basic and Senior MEMS levels and forward that information to the ASD for a certificate. Only the ASD can verify the certificate of Students at the Master and LNO MEMS level. Records should not be decentralized.

All certifying documents shall be forwarded to the ASD. States not having an Academy State Director may contact the Academy Commandant for information on how to obtain MEMS certificates.

Regional Staff Advisors: Each region has a designated Staff Advisor. The Regional Staff Advisor is a senior MEMS Academy State Director who acts as an advisor to the other MEMS Academy State Directors in that Region. The Staff advisor is the point of contact regarding requests for information regarding the MEMS Student Guidelines and training for that region.

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Academy State Director Contact Information

Alabama
Alaska
Arizona
Arkansas
California
Colorado
Connecticut
Delaware
Florida
Georgia
Guam
Hawaii
Idaho
Illinois
Indiana
Iowa
Kansas
Kentucky
Louisiana
Maine
Maryland
Massachusetts
Michigan
Minnesota
Mississippi
Missouri
Montana
Nebraska
Nevada
New Hampshire
New Jersey
New Mexico
New York
North Carolina
North Dakota
Ohio
Okalahoma
Oregon
Pennsylvania
Puerto Rico
Rhode Island
South Carolina
South Dakota
Tennessee
Texas
Utah
Vermont
Virginia
US Virgin Islands
Washington
Washington D.C.
West Virginia
Wisconsin
Wyoming

International Students:
Students located outside of the United States and its territories should submit their enquiries to the MEMS Commandant.

INTERNATIONAL STUDENTS (OUTSIDE THE US & TERRITORIES)			SGM Fred Tredy submarine582@verizon.net
ALABAMA			COL Robert C. Jackson ALMEMSAcademy@yahoo.com
ALASKA			MAJ Ryan B. Sharratt ryan.sharratt@aksdf.onmicrosoft.com
ALASKA			MAJ (AK) Michael R. Chiesa michael.chiesa@alaska.gov
ARIZONA			SSG Nancy Walsh (CA) retired pache2w@gmail.com

ARKANSAS			Mr. Charles Whorton sircharles_82686@yahoo.com
CALIFORNIA			SGM Fred Tredy submarine582@verizon.net
CALIFORNIA			Capt. Derek Kantar (Deputy ASD) derek.kantar@cmd.ca.gov
COLORADO			Shea Stewart shea.p.stewart@gmail.com
CONNECTICUT			CPT Gabriel Felix gabriel.felix@newyorkguard.us

DELAWARE			LTC Victor Metta victorcm@aol.com
FLORIDA			John Corfield john.corfield@orlandohealth.com
GEORGIA			COL Anthony S. Evangelista, ASD GSDF Tony.Evangelista@gasdf.us
GUAM			Matt Lowe Academy State Director matthew.s.lowe.civ@us.navy.mil
HAWAII			Matt Lowe Academy State Director matthew.s.lowe.civ@us.navy.mil

IDAHO			CSM James Brewer jcbrewer1@comcast.net
ILLINOIS			MSG Jeffrey King INGR jeffrey.king@igr.in.gov
INDIANA			MSG Jeffrey King INGR jeffrey.king@igr.in.gov
IOWA			James Shaw james.shaw@waldorf.edu
KANSAS			James Slater Vern5252@yahoo.com

KENTUCKY			COL Anthony Crawford tnsg.memsacademy@tnstateguard.org
LOUISIANA			CPT (LA) John T. “Tim: Briery ASD Tim.Brierylasg@gmail.com Timsfire1@aol.com
LOUISIANA			CW2 (LA) Robert Elliott Deputy ASD Robert.Elliottlasg@gmail.com
MAINE			COL Charles McCarthy cmcca61155@aol.com
MARYLAND			CPT (MD) Christopher S. Burt cburt@mddf.maryland.gov

MASSACHUSETTS			COL Charles McCarthy Cmcca61155@aol.com
MICHIGAN			CPT Jean Karslake thequenbys@yahoo.com
MINNESOTA			Inactive SDF
MISSISSIPPI			COL (MS) David P. Persyn ASD dppersyn@gmail.com Tel: (225) 978-4428
MISSISSIPPI			Vacant

MISSOURI			Kent Ward mosdfacademy@gmail.com
MONTANA			SGT Lee Adler Lee.Adler@umconnect.umt.edu
NEBRASKA			Inactive SDF
NEVADA			Capt. Derek Kantar derek.kantar@cmd.ca.gov
NEW HAMPSHIRE			COL Charles McCarthy cmcca61155@aol.com

NEW JERSEY			CW3 John Molner jmolner@gmail.com
NEW MEXICO			MAJ Randy Bates randy.bates@gmail.com randolphh.bates@state.nm.us
NEW YORK			CPT Gabriel Felix gabriel.felix@newyorkguard.us
NORTH CAROLINA			Vacant

NORTH DAKOTA			No SDF
OHIO			CW2 Nicholas Robinson Academy State Director nicholas.robinson@ohmr.ohio.gov
OHIO			FORCM (SW) Damian Myers Deputy Academy State Director Damian.Myers@ohnav.ohio.gov
OKLAHOMA			MSG Jared Dugger Oklahoma ASD MEMSAcademy@txsg.state.tx.us
OREGON			(CPT) Terry Pietras terry_pietras@msn.com

PENNSYLVANIA			William H. Hine, Sr. MEMS State Director whhsr543@gmail.com
PUERTO RICO			COL (PR) Pedro A. Vélez Baeargа MEMS State Director & PME Coordinator lawstar@gmail.com
PUERTO RICO			MAJ (PR) Javish Collazo Fernandez MEMS State Deputy Director javishcollazo@gmail.com
RHODE ISLAND			COL Charles McCarthy cmcca61155@aol.com
SOUTH CAROLINA			

SOUTH DAKOTA			No SDF
TENNESSEE			COL Anthony Crawford tnsg.memsacademy@tnstateguard.org
TEXAS			Mark Chadwick, CEM, TEM Civilian ASD for Texas chadwick.cem@gmail.com
TEXAS			MSG Jared Dugger Texas State Guard ASD MEMSAcademy@txsg.state.tx.us
TEXAS			1SGT Sheryl Bishop Deputy Director, Texas sheryl.bishop@txsg.state.tx.us

TEXAS			
UTAH			Vacant
VERMONT			COL Charles McCarthy cmcca61155@aol.com
VIRGINIA			James H. Reid, Jr, CPT (VA) reid_james1161@comcast.net
VIRGINIA			WO1 Charles Leftwich (VA) Virginia Deputy State Director Email: hawkeye5969@aol.com

US VIRGIN ISLANDS			LTC Daniel O. Rendón-Cruz danielrendon@yahoo.com
WASHINGTON			MAJ Aaron Logan alogan1023@gmail.com
WASHINGTON D.C.			LTC Victor Metta victorcm@aol.com
WEST VIRGINIA			James H. Reid, Jr, CPT reid_james1161@comcast.net
WISCONSIN			CPT Jean Karslake thequenbys@yahoo.com

WYOMING			No SDF

Guidelines for MEMS Academy State Directors

Our MEMS Military State Directors are appointed by the Commanding Generals of their respective State Defense Forces. They serve at the discretion of their Commanding Officers and can only be removed from that position by their Commanding General.

Our Civilian MEMS Academy State Directors are appointed by the Commandant of the MEMS Academy and serve at the discretion of the Commandant. The parameters for that discretion has not been delineated in the past and shall be addressed to avoid issues in the future.

A MEMS Academy State Director is required to achieve the level of a Master MEMS to fully understand the MEMS training program and to be able to proctor those students who rely on them for guidance.

A MEMS Academy State Director must maintain all the documents that are submitted to them by the students who are receiving a MEMS certificate for future reference and to be able to pass that information on to the next State Director.

A MEMS Academy State Director is required to respond to the Commandant of the MEMS Academy at least twice a year with the numbers of the students that they have issued certificates to and to provide the names of those students who have achieved the Master MEMS course of study. The State Director is responsible to provide an accurate list of their members for the Master MEMS Alumni SGAUS Web page.

A MEMS Academy State Director must be diligent in ensuring that the students that are entering into the training program are both professional and their backgrounds are beyond reproach.

MEMS Academy State Directors, both military and civilian, are responsible to maintain an active program in their state. The State Director responsibility is to offer training to all members of their state and to certify students. A State Director can request assistance from the Commandant of the Academy or their Military organization to help keep their program active. If a State Director is inactive in recruiting or certifying students for a two-year period, then they may request to be replaced. If there is no communication from that State Director over that period, then the SDF Commanding General or the MEMS Academy Commandant will replace that State Director.

MEMS Academy State Directors must maintain the standards set by the MEMS Student Guidelines. Additional State individual requirements for emergency management will not be considered as completion for MEMS training or issuing of MEMS certificates.

Every effort will be made by the Commandant of the MEMS Academy and SGAUS Board of Directors to support the State Directors and their efforts to provide the highest level of emergency management training to their community.

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MEMS Leadership

Special Unit and Organizations

			John P. Rumple DR, RLA Commander, 28th Southwest Expeditionary Support Brigade of the RLA (Airborne) john.rumple@outlook.com
			CSM Tim White (IN) policeservices1@gmail.com
			COL Kenneth Cauthorne (VA) United States Volunteer Corps kwcauthorneJr@hotmail.com
			MAJ Charles Leftwich (VA) Deputy MEMS Director United States Volunteer Corps Email: hawkeye5969@aol.com
			COMO Anthony Marzano, Anthony.Marzano@cgauxnet.us

MEMS Academy Liaison and Staff Officers

California Cadet Corps CPT Nickolay Zherebenkof nzherebnenkov@gmail.com	
Past COMMANDANT MEMS SGM Tim White (IL)	
Founder/First Commandant LTC George H Heart, Ret (WA) 613heart@gmail.com	

Civil Authority Southern States Christopher Earp (TX) Gunslinger40@me.com	

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State Guard Association of the United States
Board of Directors
State Guard Association of the United States Executive Director

Commandant
MEMS Academy
SGM Fred Tredy CA

Vice Commandant
MEMS Academy
MAJ Mitch Cochran CA

Deputy Commandant Logistics	**Deputy Commandant Public Information/Marketing**	**Deputy Commandant Planning**	**Deputy Commandant Operations**
John Corfield FL	**C**W2 Nicholas Robinson OH	MAJ Liam Murphy CA	COL Anthony Crawford TN

Staff Advisor North
COL Charles McCarthy

Massachusetts,
Vermont,
Rhode Island,
New Hampshire,
Maine
Connecticut

Staff Advisor Northeast	**Staff Advisor Southeast**	**Staff Advisor Texas**	**Staff Advisor West Coast**	**Staff Advisor Midwest**
COL Charles McCarthy New York New Jersey Maryland Delaware District of Columbia Connecticut	CPT James Reid South Carolina Georgia West Virginia Mississippi Alabama Louisiana Virginia Arkansas	COL Robert Findley **Staff Advisor Pacific Area** Matt Lowe **Staff Advisor Caribbean Area** LTC Daniel Rendón (PR)	COL Roger Higby CA California Washington State Alaska New Mexico Oregon Nevada Idaho	CPT Jean Karslake (MI) Indiana Michigan Ohio Tennessee Illinois Kentucky Minnesota Iowa Wisconsin

MEMS Board of Directors Positions and Responsibilities

Commandant
Responsible for the overall MEMS rules and responsibilities.

Vice Commandant
Coordinate ASD in non-State Defense Forces States. Locate and develop new ASD's.

Operations Deputy Commandant
Assist all Deputy Commandants with MEMS presentations at the Semi and Annual SGAUS Conferences.

Planning Deputy Commandant
Ensure MEMS training is current and develop new training concepts.

Logistics Deputy Commandant
Maintain MEMS visual presentations and create new video concepts.

Information and Marketing Deputy Commandant
Create new ways to advertise the MEMS training program on the world wide web.



State Guard Association of the United States
Military Emergency Management Specialist Academy
Application for Enrollment

Check one: □ Basic □ Senior □ Master □ LNO □ Professional Manager □ Executive Manager

SGAUS Membership Expiration Date:

Full Name (Rank, if applicable): _____

Street Address: _____

_____

City, State and Zip: _____

Country, if outside the United States: _____

Home Phone: ( ) _____ - _____ Cell Phone: ( ) _____ - _____

Work: ( ) _____ - _____

Email Address: _____

Military Unit (if applicable): _____

Name of the person who recruited you into the MEMS Academy: _____

Civilians Only:

Agency/Military Academy: _____

Street Address: _____

_____

City, State and Zip: _____

For membership fees and SGAUS membership expiration dates, please visit the SGAUS Website.

When applying for a Senior or Master MEMS level, Students must attach a copy of the MEMS completion certificate as proof of enrollment in the advanced MEMS Academy Program.

As a condition of participation, I certify that all the information contained in this application and attached documents are correct and complete to the best of my knowledge. I have read the MEMS Academy Student Handbook, and I am in compliance with all of the requirements of the MEMS level for which I am applying.

Your Signature: _____ Date: _____

FRAGO

As we all know there are many changes that occur over the year. It has been my position not to change the original MEMS Student Guidelines document each time a minor change occurs. Any changes to the master document will be listed on this “Frago” page.

Fred Tredy
California State Director, MEMS Academy
Commandant National MEMS Academy

If you have any questions, please contact SGM Fred Tredy at: submarine582@verizon.net

Date	Version	Editor	Change
2-11-2025	2.1	J. Corfield	Addition of Practicum information for Military Academies, JROTC, ROTC & Colleges

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Disclaimer Regarding Nonmembers

As of 2021 the MEMS Student Guidelines training is available to personnel who decided not to become a member of the State Guard Association of the United States. However, a Non-member will have limited membership rights and privileges and will not be able to purchase MEMS items on the SGAUS member web page. They will be able to purchase Basic, Senior and Master level badges from the SGAUS Store at the prices noted.

Non-membership is also limited to only receiving training and certificates in the Basic, Senior and Master MEMS categories. Nonmembers are not authorized to take or receive training as a LNO or receive the LNO badge and certificate.

A completion certificate for training will be issued to a Non-member with the designation Non-member with limited rights and privileges.

A Non-member will be eligible to receive the Basic, Senior and Master level certificates only. They are not authorized to participate in any other MEMS award programs or certificates.

If a Non-member has a MEMS member purchase a MEMS badge for them and the transaction is revealed to the MEMS Academy State Director and the Commandant of the MEMS Academy that action will result in both the member and non-member exclusion from the MEMS Academy indefinitely. That action will also be reported to the Commanding Officer of that State Defense Force for further possible disciplinary action.

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