



TRAINING ANNOUNCEMENT

Communications Unit Exercise (COMMEX) for Communications Unit Trainees

April 12th, 2023 thru April 14th, 2023

State Preparedness Training Center

Course Description

The COMMEX is a follow-on to the AUXCOMM, COML, COMT, INCM, INTD, RADO and ITSL training courses. It provides an opportunity for AUXCOMM, COML, COMT, INCM, INTD, RADO and ITSL trainees to demonstrate proficiency and complete requirements in the respective Position Task Books (PTBs).

Public safety professionals who have completed an AUXCOMM, COML, COMT, INCM, INTD, RADO or ITSL course must complete a series of competency tasks in their PTB as the next step in becoming a certified AUXCOMM, COML, COMT, INCM, INTD, RADO or ITSL for their agency. In this three (3) day exercise, tasks are designed to simulate challenges Communications Unit trainees will encounter during an incident.

The course is presented with facilitated lectures, hands-on activities, and extensive interactive discussions. DHSES-OIEC and CISA-ECD personnel will work through the discussions and activities to explain in detail the processes used to achieve communication operability, interoperability, and how to incorporate additional communications solutions.



Course Capacity

- In person: Minimum of 15 or a Maximum of 30 vetted/qualified trainees

Prerequisites for Attendance

(Prerequisites must be provided to OIEC and verified two (2) weeks in advance of the course.)

- Personal experience:
 - o A public safety background with experience in field operations
 - o A technical communications background
 - o Awareness of fundamental public safety communications technology
 - o Basic knowledge of applicable communications plans
- Completion of any of the following COMU courses:
 - o Auxiliary Communications (AUXCOMM)
 - o Communications Unit Leader (COML)
 - o Communications Technician (COMT)
 - o Incident Communications Center Manager (INCM)
 - o Incident Tactical Dispatcher (INTD)
 - o Radio Operator (RADO)
 - o IT Service Unit Leader

Course Provider

This course will be coordinated by a team of NY State COMU Personnel, and DHSES-OIEC staff who have both practitioner and COMU experience.

Location

State Preparedness Training Center (SPTC)
5900 Airport Road, Oriskany, NY 13424

Cost

There is **NO FEE** for this course. **Lunch will be provided.** Travel and all other meals are the responsibility of the course participant.

Date & Time

April 12th, 2023; Registration and Check-In: (7:30 AM – 8:00 AM)

April 12th, 2023 – April 14th, 2023; Course: (8:00 AM – 5:00 PM)



Registration Process

All student registrations will be reviewed by DHSES-OIEC and the SPTC with approvals sent to students NO LATER THAN 2 weeks prior to the start of the class. Registration does not guarantee a seat in the class. If you are not accepted into this course, you will receive a confirmation email from DHSES LMS.

To register for this course, access the New York State DHSES Learning Management System (LMS) portal on-line go to the following website: <https://lmsportal-dhses.ny.gov/acadisviewer/login.aspx>

If you do not have a User Account with DHSES LMS, you need to submit a New User Account Access Request WebForm to have an account created for you. This is necessary to be able to submit a request to register for the course. [New User Account Access Request](#)

No Show Policy

Failure to attend a class you have been enrolled in can result in denial of future course enrollment. If you have not received a confirmation (or denial) two (2) weeks prior to the course start date, please contact DHSES-OIEC at (518) 322-4911, or OIEC.Training@dhSES.ny.gov.

Lodging

You are eligible for lodging if your residence and official workstation are more than 50 miles from the SPTC and you are public sector personnel. Lodging is not available for federal employees or private industry participants. If you are eligible, you will be sent an email with lodging instructions prior to the start of the course. You must be enrolled in the course and have received lodging approval from the SPTC before arriving at the Center, or your lodging will not be covered, and you will not be allowed in the class. SPTC: Phone: (315) 768-5689; E-mail: SPTC.INFO@dhSES.ny.gov; Website: www.dhSES.ny.gov/sptc

If approved by the SPTC, lodging will be provided on the nights of April 11th, April 12th, and April 13th for approved public sector personnel.

To cancel your course attendance: notify OIEC.Training@dhSES.ny.gov ASAP. *You are responsible for canceling your hotel reservations.*

If you have any questions, or need more information contact:

DHSES-OIEC: Phone: (518) 322-4911; E-mail: OIEC.Training@dhSES.ny.gov.