S-CAP Workshop

Overview
Summary, Learning Objectives, and Agenda
The two-day Strengthening Community Agrosecurity Preparedness (S-CAP) workshop enables community partners to:

- Build capacity to handle agricultural issues during an emergency or disaster
- Improve networking among stakeholders who can plan for and respond to emergencies
- Develop community agrosecurity planning teams to establish or enhance agrosecurity components within existing local emergency operations plans

The workshop provides an excellent opportunity for emergency planning stakeholders from individual communities or local jurisdictions to address the issues relevant to their specific agricultural vulnerabilities. The Host Site Coordinator (someone identified by the EDEN Point of Contact for your state – refer to the Host Site Guidance document for more information about the responsibilities of the Host Site Coordinator) should recruit Community Agrosecurity Planning (CAP) teams for participation in the workshop that include representation from the following stakeholder groups:

- Extension educators
- Local emergency management personnel
- Public health personnel
- Volunteer organization representatives
- Local and state emergency management/planners
- Local government officials
- First responders
- Veterinarians
- Producers/commodity representatives
- Agribusinesses
- Federal Bureau of Investigation personnel
- Animal control officers
- Local Emergency Planning Committee (LEPC) members
- State government officials
- Federal government officials
- Others as locally applicable

The team recruitment approach provides an opportunity for networking and sharing of ideas between jurisdictions. Creative solutions to local planning
challenges will emerge as the teams continue to work on their local agrosecurity issues when they return home from the workshop.

The workshop utilizes a capabilities-based planning approach to incorporate agricultural issues into local emergency operations plans. Critical local agricultural infrastructure assets are identified and prioritized. Threats to the farm-to-fork continuum are defined and community agricultural vulnerabilities are identified.

Multiple activities throughout the workshop enable participants to begin construction of an agricultural component (e.g., Emergency Support Function [ESF] #11 Agriculture and Natural Resources) of their emergency operations plan, standard operating guidelines, and emergency resource list. The method for developing ESF #11 that is taught during the workshop can be used to update other components of the local emergency operations plan as well.

Another key feature of the S-CAP workshop is the accompanying Train-the-Trainer program, which is an excellent tool to facilitate the training of all communities in a state. Certifying a team of individuals to conduct workshops in additional locations enables states to enhance local planning efforts through a comprehensive instruction program with state instructors trained by the National S-CAP Teaching Team. States are strongly encouraged to enroll trainees in the S-CAP Train-the-Trainer program to take advantage of this opportunity.
Learning objectives outline the skills participants will take home as a result of attending the S-CAP workshop:

**Lesson 1 – Introduction**
Upon completion of this lesson, students will be able to:
- Understand the importance of agriculture in the local area and the need for emergency preparedness
- Assess local agricultural and natural resources planning and response needs
- Define the roles of local responders to an agricultural emergency
- Recognize the importance of the incident command system

**Lesson 2 – Effects of Agricultural Emergencies**
Upon completion of this lesson, students will be able to:
- Understand the effects agricultural emergencies can have at the individual, community, state, federal, and global levels
- Recognize the significance of natural disasters and animal, plant, and zoonotic diseases in agrosecurity planning
- Gain an increased understanding of the physical and mental health issues associated with agricultural emergencies

**Lesson 3 – Planning Considerations**
Upon completion of this lesson, students will be able to:
- Recognize the unique nature of agricultural emergency response
- Identify areas of concern to be addressed by community agrosecurity planning

**Lesson 4 – Capability-Based Planning**
Upon completion of this lesson, students will be able to:
- Understand that capability-based planning is the foundation for sound agrosecurity
- Recognize the use of capabilities, tasks, and resources in addressing vulnerabilities

**Lesson 5 – Asset Scoring**
Upon completion of this lesson, students will be able to:
- Understand the importance of agricultural assets in determining community vulnerabilities
- Prioritize assets for developing local agricultural emergency plans

**Lesson 6 – Community Agrosecurity Planning Team: Roles and Responsibilities**
Upon completion of this lesson, students will be able to:
- Define the composition of a CAP Team
- Understand the roles and responsibilities of a sustainable CAP Team
Lesson 7 – Emergency Support Function #11: Agriculture and Natural Resources
Upon completion of this lesson, students will be able to:
• Understand the format and purpose of an emergency support function (ESF)
• Initiate development of ESF #11 for a local jurisdiction
• Recognize the need to include all locally identified components of agriculture and natural resources in ESF #11

Lesson 8 – Dirty Details of Response: Standard Operating Guidelines
Upon completion of this lesson, students will be able to:
• Understand the difference between standard operating procedures and standard operating guidelines
• Utilize tasks associated with specific capabilities to develop standard operating guidelines for emergency response

Lesson 9 – Resource Management
Upon completion of this lesson, students will be able to:
• Apply resource management to the community agrosecurity planning process
• Categorize resources needed to address an emergency and associated tasks
• Recognize resource management systems
• Understand the need to conduct a gap analysis to determine resource needs

Lesson 10 – “CAP”ping It Off
Upon completion of this lesson, students will be able to:
• Assess achievement of workshop goals
• Review community agrosecurity planning concepts
• Establish sustainability plan for the CAP Team
The following agenda provides an outline of the two-day workshop. The total number of participant contact hours is 16.

**Day #1**

8:00am – 9:00am  **Registration and Continental Breakfast**

9:00am – 9:20am  **Welcome and Opening Remarks**  
*Local speaker – Host Site Coordinator*  
*Local speakers – such as local elected official, state emergency management planner, Extension administrator, etc.*

9:20am – 10:45am  **Lesson 1: Introduction**  
*Importance of local agriculture and emergency preparedness; planning and response needs; types of local agricultural responders; incident command system*

10:45am – 11:00am  **Networking Break**

11:00am – 12:00noon  **Lesson 2: Effects of Agricultural Emergencies**  
*Economic effects of agricultural disasters; threats to agriculture and natural resources; physical and mental health issues for victims and responders*

12:00noon – 1:00pm  **Working Lunch**  
**Lesson 3: Planning Considerations**  
*Uniqueness of agricultural emergencies; agrosecurity planning guidance*

1:00pm – 2:30pm  **Lesson 4: Capability-Based Emergency Planning**  
*Agrosecurity planning using capabilities, tasks, and resources to address vulnerabilities*

2:30pm – 2:45pm  **Networking Break**

2:45pm – 5:00pm  **Lesson 5a: Asset Scoring**  
*Identification and prioritization of agricultural assets and vulnerabilities*  
**Lesson 5b: Donning the “CAP”**  
*Agrosecurity planning exercises*
Day #2

7:00am – 8:00am  Registration and Continental Breakfast

8:00am – 9:15am  Lesson 6:  Community Agrosecurity Planning (CAP) Team:
Roles and Responsibilities
Composition, roles, and responsibilities of a sustainable CAP team

9:15am – 9:30am  Networking Break

9:30am – 10:45am  Lesson 7:  Emergency Support Function (ESF) #11:
Agriculture and Natural Resources
ESF form, purpose, and development; locally relevant agricultural and
natural resource components

10:45am – 11:00am  Networking Break

11:00am – 12:00noon  Lesson 8:  Dirty Details of Response:  Standard Operating
Guidelines (SOGs)
SOPs versus SOGs; using tasks to create SOGs

12:00noon – 1:00pm  Working Lunch
Presentation:  Local Emergency Planning
Local speaker; format of the local emergency operations plan; extent of
agrosecurity planning in the current document

1:00pm – 2:30pm  Lesson 9:  Resource Management
Agrosecurity resource management and categorization; gap analysis

2:30pm – 2:45pm  Networking Break

2:45pm – 4:00pm  Lesson 10:  “CAP”ping it Off
Workshop goals; community agrosecurity planning concepts;
sustainability plan for CAP teams
For more information about hosting an S-CAP workshop, contact:

**Billy Dictson**  
Director of the Office of Biosecurity  
Southwest Border Food Safety and Defense Center  
College of Agriculture Consumer and Environmental Sciences  
New Mexico State University  
Email: bdictson@nmsu.edu  
Phone: (575) 646-4402

or

**Andrea Higdon**  
Agrosecurity Program Coordinator  
Ag Programs  
College of Agriculture Cooperative Extension Service  
University of Kentucky  
Email: andrea.higdon@uky.edu  
Phone: (859) 257-7868