

CENTER OF EXCELLENCE – HSEM FY 16-17 WORK PLAN-JULY-SEPT. REPORT

Center Name: Homeland Security Emergency Management

Focus Area	Activity 1																												
<input checked="" type="checkbox"/> Economic Development <input checked="" type="checkbox"/> Sector Strategy <input checked="" type="checkbox"/> Ed/Innovation/Efficiency <input type="checkbox"/> Supply/Demand	<p><i>Supply Chain Management Curriculum Collaboration</i></p> <p>2016 “Securing the Supply Chain Forum” will continue with the partnership/collaboration between the Center of Excellence (COE)-HSEM and COE-Global Trade & Supply Chain Management to host a practitioner/industry forum. The forum will include a broad discussion regarding the eight (8) supply chain business functions to include sourcing, stocking, storing, selling, shipping, supply chain planning, support services and reverse logistics. Each of these practices identify specific risks that need to be part of industry best practices and embedded into supply chain curriculum. The forum will identify best practices and applications needed by the industry and program faculty to address advancing technology and policies.</p> <table border="1" data-bbox="474 594 1308 995"> <thead> <tr> <th>Business Process (Function or Supply Chain Specialty)</th> <th>Description</th> <th>Example Risk</th> </tr> </thead> <tbody> <tr> <td>Sourcing</td> <td>Supplier Management</td> <td>Sole source provider, Suppliers w/o ethics</td> </tr> <tr> <td>Stocking</td> <td>Inventory Management</td> <td>ERP implementation</td> </tr> <tr> <td>Storing</td> <td>Warehouse Management/Fulfillment</td> <td>Theft/shrink in the warehouse, Temporary/Seasonal employment practices</td> </tr> <tr> <td>Selling</td> <td>Sales management</td> <td>Picking customers that don't protect the brand</td> </tr> <tr> <td>Shipping</td> <td>Carrier management</td> <td>Cargo theft</td> </tr> <tr> <td>Supply chain planning</td> <td>Supply chain optimization</td> <td>Poor forecasting</td> </tr> <tr> <td>Support Services</td> <td>Information Technology</td> <td>SaaS- data protection</td> </tr> <tr> <td>Reverse Logistics*</td> <td>Return of goods from customers or frustrated cargo</td> <td>Normally a lower priority and lower visibility for optimization/security</td> </tr> </tbody> </table>		Business Process (Function or Supply Chain Specialty)	Description	Example Risk	Sourcing	Supplier Management	Sole source provider, Suppliers w/o ethics	Stocking	Inventory Management	ERP implementation	Storing	Warehouse Management/Fulfillment	Theft/shrink in the warehouse, Temporary/Seasonal employment practices	Selling	Sales management	Picking customers that don't protect the brand	Shipping	Carrier management	Cargo theft	Supply chain planning	Supply chain optimization	Poor forecasting	Support Services	Information Technology	SaaS- data protection	Reverse Logistics*	Return of goods from customers or frustrated cargo	Normally a lower priority and lower visibility for optimization/security
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Funding Sources %	Purpose	Projected Outcomes and Products																											
50% CoE HSEM 50% Coe Global Trade	<ul style="list-style-type: none"> Identify best practices and applications needed by industry practitioners and program faculty to address advancing technology. Identify individual supply chain functions risks and ways to mitigate risk that can be used by business and educators as best practices. Segments included will be focused on risks related to securing the food supply to can be used by business and 	<ul style="list-style-type: none"> Forum held at Highline College in April 2017 Project a 25% increase in participation from faculty, program staff, and industry representatives. Publish a “best practices guide” summarizing the presentations, discussions and materials from the forum that provide in depth guide to function, risk and mitigation that can be utilized with identifying the individual supply chain functions and risks. 																											

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	<p>educators as best practices in this area.</p>	<ul style="list-style-type: none"> • Produce a video of that will be available on COE websites for use by industry and educators. • Increase participation of CTC students by 25%. Timeline: July 2016 – April 2017
Report on Actual Outcomes and Products		
<p>Quarter 1</p>	<p>2017 Securing the Supply Chain Forum which will be held on April 26, 2017 at Highline College and the planning team has secured presenters from FreightWatch International to address the business processes best practices sessions of the Forum. Save-the-date announcements will be sent out in December for the event.</p> <p>Michael Gaffney, Associate Director for WSU Div. of Governmental Studies and Extension Services has joined with the Centers in developing the food security elements of the Forum. The Agriculture Center and the WA State Department of Agriculture and USDA will be resources for presentations and information provided during the Forum.</p> <p>Continued to expand the Constant Contact mailing list with CTC programs faculty/staff and industry representative in these fields to help market the Forum and increase participation.</p>	
<p>Quarter 2</p>		
<p>Quarter 3</p>		
<p>Quarter 4</p>		
<p>Analysis</p>	<p>Quarter 1: The date of the 2017 Forum has been secured as April 26, 2017. Participation and sponsorship of WSU completed. Planning group continues to meet monthly and build agenda and identify additional speakers. Marketing for the event will begin in December with a Save-the-Date announcement. Activity is on track.</p>	

<p>Focus Area</p>	<p>Activity 2</p>
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- Economic Development
- Sector Strategy
- Ed/Innovation/Efficiency
- Supply/Demand

Career Pathways Engagement

Using the successful HSEM employer engagement career pathway model developed this past year, the Center will conduct structured interviews with hiring managers in the pathway programs of Criminal Justice (CJ), and Occupational Safety and Health (OSH) and Emergency Health Care/Service Programs and support the employer engagement and guided career pathways model to include K-20. Resource support and training will be offered to program staff and faculty on effective utilization of internship/apprenticeship/externship approaches and we will continue to expand the Work Experience Marketplace website.

These efforts support HSEM career cluster programs helping to outline clear program structures for faculty and staff so they are more effective in providing necessary guidance to students that ensures they meet their career goals and gives student easy access to work experience opportunities. This student centered approach provides clear direction and guidance leading towards the students' career goals and will include a variety of work experience opportunities, resource support and training for career cluster program staff and faculty.

Funding Sources %	Purpose	Projected Outcomes and Products
100%	<ul style="list-style-type: none"> • Support HSEM career cluster programs to more effectively guide students to meet career goals. This will be through expanding employer networks, providing survey feedback, building internship/placement opportunities, and supporting collaboration, resource sharing and professional development. These will lead to creating opportunities for program faculty and career centers staff to improvements in graduation and employability outcomes. 	<ul style="list-style-type: none"> • Engage with a minimum of 20 employers/hiring managers per career pathway and identify needed knowledge, skills, and abilities (KSAs). • Provide research/survey information to programs. • Expand internship/service learning opportunities. • Analyze ways to increase/expand industry participation with college programs including work based training (internship) opportunities and provide feedback to colleges. • Provide summary to college programs and SB of findings from the Activity which will include hiring trends, skill set needs/gaps and worker training needs. • Increase awareness of pathways through distribution of HSEM Career Pathways Program Guide and/or brochure. • Analyze program graduation and placement data and provide report to programs and SBCTC. • Host employer engagement and career pathways program discussions/forums with CTC colleges' career centers to share information, experiences and best practices. • Produce and distribute Career Center Guidebook based on discussion/forums. <p>Timeline: July 2016 – June 2017</p>

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Report on Actual Outcomes and Products

Quarter 1

The Center continues to work with the CTC HSEM career pathway programs to support the work of the colleges in “guided pathways” and “employers engagement” initiatives:

- Set up remaining interviews (5) to complete interview phase on Criminal Justice Employer Engagement project. Begin writing report with a goal of finalizing CJ EE report by end of October.
- Ongoing work with approved BAS degree programs in HSEM and Cybersecurity. Worked w/SB program managers on connecting them with 10 organization/businesses that are interested in hosting internship and work experience opportunities.
- Prepared and distributed CJ program survey which included updated information on trends, qualifications, and compensation and best practices to all 19 of the CJ programs.
- Attended the WA State Emergency Management Association (WSEMA) and Governor’s Industrial Safety/Health Conference to inform members/attendees of CTC programs and recruit internship sponsors and distributed career pathways Resource Guide.
- Center staff supported the Pierce HSEM AA degree and its collaborating colleges and helped BAS programs on developing internship requirements. Met with Russell Dorsey from the Next Steps Transitions Pathways program at Edmonds College about the Center’s Work Experience Marketplace. His job is to assist folks with a criminal record on finding ways to re-enter the workforce. Staff discussed ideas on what career paths might be open to these individuals especially if they had felonies on their record.
- Revamped the scholarship section of Center’s website to create a page where we can list the links to scholarships which will reduce the need to update the due dates on our site.
- Center’s website team continues to expand site information and resources which includes a significant increase in the number of job and internship openings which has resulted from the work of Wendy Freitag our Communications/Outreach Coordinator. Web stats are available at <http://wp.pierce.ctc.edu/blog/hsemcoe/our-services/>. For this quarter the Center had 5,565 page views. Web referrals are up which means other website have started to link to our site more often and our pages are showing up in Google and Bing (organic searches).
- Hired Anita Janis former Wenatchee Valley College Prof/Tech Workforce Dean to be the Center’s eastern WA liaison to our colleges and industries. Anita has made outreach contacts with Spokane/Spokane Valley, Columbia Basin and Wenatchee Valley.
- Updating and expansion of the career pathways resource guide is ongoing and Center has distributed the Guide at 3

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	<p>statewide conferences, 4 statewide training events 3 of which were hosted by the Center and SBCTC Council and Committee meetings including BAS Council and PLA Workgroup.</p> <ul style="list-style-type: none"> • Facilitated the connections of two additional collaborating colleges for the HSEM AA Degree Program: Cascadia and Columbia Basin. This provide a new offering for the colleges without any startup costs and colleges graduate the students and receive all the associated FTEs. • In 2015 the Center helped to establish the first in the national Homeland Security program in a Skills Center. We have continued to support the expansion of this program to other Skills Centers and we are also very excited about the expansion and enhancement of the Clark County Program which now has a new name as the Cascadia Technical Academy (formerly the Clark County Skills Center). Thursday, November 10, 2016 between the hours of 8:30 am – 10:30 am for the Grand Opening of the only high school Emergency Operations Learning Center (EOLC) in the country. The Academy is a cooperative educational venture between six Southwest Washington School Districts. The vision of those districts was to create a school, in partnership with business, to prepare students for the work force by offering training and education in technical career areas too expensive for a single district to fund. To that end, students in the Homeland Security Program study and learn in a fully equipped Emergency Operations Center (EOC). This unique resource is also available to all community businesses, agencies and organizations who would like to partner with our students by training and exercising in our EOLC. Come by and find out more about our exciting Program and how you and your agency can collaborate with the CTA to promote student learning while making our community safer and more secure. Jeff Kaliner is the visionary behind these efforts and the HS Instructor for the Program. We are helping get out the announcement of the Grand Opening to our HSEM colleges.
Quarter 2	
Quarter 3	
Quarter 4	
Analysis	<p>Quarter 1: Early findings from the CJ Employer Engagement employer interviews indicate that employers would like to see all CTC programs background check any student that has plans to graduate with a CJ degree. The inability to pass a background check will eliminate most graduates from employment in the CJ field for both private and public sector jobs. Also the consensus of employers in law enforcement is that colleges need to be better preparing CJ students to pass oral board interviews and help them understand what is involved with a polygraph. All of these are common screening procedures used in hiring folks for law enforcement positions so CJ academic programs can increase their graduates hiring success rates by prepping graduates better to successfully pass these</p>

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	<p>screening processes. Private sector employers use similar screening techniques. One additional consistent finding for both private and public sector employers is that there is a critical need to strengthen writing skills in graduates and in particular report writing.</p> <p>This has been an extremely busy and productive quarter for the Center and we believe the addition of an eastern Washington Outreach Coordinator will have a very positive impact on our relationships with our colleges. Our monthly activity reports are available on our website http://wp.pierce.ctc.edu/blog/hsemcoe/our-services/ along with our website statistics. We have also added Union and School Safety representatives on the Center’s Advisory Board. We are on target to complete our objectives and will be reviewing our efforts at our Board’s strategic planning retreat in October.</p>
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Focus Area	Activity 3	
<ul style="list-style-type: none"> <input checked="" type="checkbox"/> Economic Development <input checked="" type="checkbox"/> Sector Strategy <input checked="" type="checkbox"/> Ed/Innovation/Efficiency <input checked="" type="checkbox"/> Supply/Demand 	<p>Public Safety/Security Program Assessment/Enhancement</p> <p>One of the primary objectives of community/technical colleges is to provide the training and education required for students to best ensure their success in the workplace. Very few law enforcement agencies in the United States require any postsecondary education for recruits but that is rapidly changing. For many students post-secondary education is becoming important to support their career pathway. Criminal Justice (CJ) students have numerous career objectives and dozens of career fields that are available to meet their needs. Community and Technical Colleges (CTC) must be prepared to provide their students with a multipurpose curriculum, along with the same quality of education and preparation for success as those offered in program with a much more focused purpose such as nursing or information technology. This Activity is designed to facilitate and support these programs to prepare students to be a successful part of the new “21st Century Policing” In Washington.</p> <p>The Center will work with CJ Programs statewide and employers (see Activity #2) to determine the core knowledge, skills, and abilities (KSAs) every students should possess upon completion of a CJ program. A survey of current CJ program curriculums has been completed and a CJ Market Briefing document published. Research that is being conducted emphasizes the need to prepare CJ students for their various roles within the CJ system. Programs need to identify students’ interests, career objectives and qualification criteria for these varied positions. Collaborating with CJ programs the Center will support the completion of a modified DACUM process to identify current KSAs that can be utilized to develop a core CJ curriculum. This curriculum can be offered statewide and will use common core numbering. Once a core curriculum has been identified programs will be able to use the Prior Learning Assessment (PLA) work done by the Center to establish a Military Occupational Specialty (MOS) crosswalk and award credit.</p>	
Funding Sources %	Purpose	Projected Outcome and Products

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<p>100%</p>	<ul style="list-style-type: none"> • Through this activity CJ programs will be able to develop a model core curriculum base platform that can be adopted by individual college programs statewide and provide the training and education required for students to best ensure their success in today’s workplace. • Apply PLA CJ Military MOS crosswalk project to new core curriculum to be used as a PLA Guide for CJ programs statewide. 	<ul style="list-style-type: none"> • Facilitate a meeting fall quarter w/CJ program coordinators to draft a work plan to address the review, analysis and development of statewide CJ core curriculum and support plan implementation. • Hold a modified DACUM w/CJ programs and industry representatives to be used in core curriculum development. • Draft communications plan to information industry and colleges communities of new statewide core curriculum and identify specialty programs that are being offered by colleges that may be stackable certificates. • Participate on the PLA Work Group and provide quarterly updates to Washington Student Achievement Council (WSAC) & Workforce Education Council (WEC) Committee on CJ and other career pathway crosswalks completed. Timeline: July 2016 – June 2017
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Report on Actual Outcomes and Products

<p>Quarter 1</p>	<p>Developed the Criminal Justice Workforce Training Needs/Professional Development Survey through Survey Monkey. Survey was sent out Monday, September 19, to all of the Criminal Justice program coordinators and faculty across the state of Washington. The purpose of the short survey is to help identify all of our current program coordinators and faculty, determine coordinator/instructor availability for meetings and conference calls, meeting length (time frame), geographic availability, along with gathering initial information regarding priority issues in training/curriculum and professional development topics. Expect to hold a statewide meeting in December of CJ/Forensics Programs. Current date being held is December 9 at Edmonds College.</p> <ul style="list-style-type: none"> • Prepared and distributed CJ program survey which included updated information on trends, qualifications, and compensation and best practices to all 19 of the CJ programs. • Hired Anita Janis Workforce Dean from Wenatchee Valley College to assist with statewide CJ program curriculum assessment/re-development. Staff complete additional research on CJ program curriculum and crosswalk with national criteria for 21st Century Policing. • Meet w/Columbia Basin CJ program staff/manager to discuss his programs and possible affiliation with the HSEM AA degree as a new collaborating college.
<p>Quarter 2</p>	

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Quarter 3	
Quarter 4	
Analysis	<p>Quarter 1: Survey was distributed at the beginning of fall quarter and currently only 30% of the programs have responded. A second request will be sent out mid-October however there is sufficient information in the current responses to allow for us to plan meetings days and dates and identify priority agenda items. The survey information will help the HSEM Center of Excellence facilitate a meeting fall quarter with Criminal Justice program coordinators to draft a work plan. The meeting will enable discussion and identification of core curriculum that could be utilized statewide and provide a modified curriculum review session with representatives of the industry and programs to help identify and validate the core knowledge, skills, and abilities (KSAs) every student should possess upon completion of a CTC Criminal Justice and affiliated certificate/degree programs.</p>

Focus Area	Activity 4
<input type="checkbox"/> Economic Development <input type="checkbox"/> Sector Strategy <input checked="" type="checkbox"/> Ed/Innovation/Efficiency <input checked="" type="checkbox"/> Supply/Demand	<p>Healthcare HSEM Training and Education</p> <p>Hospitals and healthcare organizations are part of the critical infrastructure identified by the National Infrastructure Protection Plan (NIPP). Protecting this infrastructure is essential to the Nation’s security, public health and safety, economic vitality, and way of life. Individuals from hospital and the healthcare community are responsible for ensuring the resiliency of healthcare services during a high-consequence or catastrophic event and need to have the KSAs necessary to ensure the response and recovery of the state’s healthcare system.</p> <p>To address these issues Activity 4 will complete to tasks: 1) Working with the COE-Allied Health and its constituencies and the</p>

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	<p>statewide HSEM AA degree program to make appropriate modifications to the current HSEM certificate in order to establish a stackable certificate for a Healthcare Emergency Manager as part of the HSEM Degree Program. Provide online curriculum that may be used by all Allied Health Programs in the CTC system to address disaster/emergency management training needs/gaps, and 2) in collaboration with Texas A&M to host a two-day FEMA sponsored training “Disaster Preparedness for Hospitals and Healthcare Organizations within the Community Infrastructure”. The course was offered at Pierce College on August 10-11, for up to 60 healthcare professionals: managers, department directors, medical staff, regulatory personnel, local emergency planning personnel and local health care organizations.</p>	
Funding Sources %	Purpose	Projected Outcomes and Products
<p>50% COE-HSEM 50% COE-AH</p>	<ul style="list-style-type: none"> • Establish a HSEM Healthcare EM certificate. • Provide training to improve KSAs of healthcare professional to learn how hospitals and healthcare organizations can better prepare, respond and recover from emergencies/ disasters. 	<ul style="list-style-type: none"> • Organized and hosted a two-day training at Pierce College on August 10-11, 2016, for up to 60 healthcare professionals. • Produce summary report of Disaster Preparedness course and post to website. • Organize a work group of Allied Health and EM professionals to review current course work for healthcare emergency managers, evaluate current HSEM Certificate and make recommendation to HSEM Degree Program for Healthcare EM Certificate curriculum. • A Healthcare Emergency Manager stackable certificate will be offered by the HSEM statewide program and individual courses can be incorporated into Allied Health degree program curriculum to meet national requirements for training in EM. <p align="right">Timeline: July 2016 – June 2017</p>
Report on Actual Outcomes and Products		
<p>Quarter 1</p>	<p>Pierce College and staff from the Allied Health and HSEM Centers of Excellence hosted a two day FEMA grant funded workshop August 10 & 11 for over 60 hospitals and healthcare organizations. The training reviewed the fundamentals of disaster preparedness and recovery planning. There was no cost to participants and funding was from a FEMA training grant. Denise Yochum, the Pierce College Ft. Steilacoom President, welcomed participants to the event and talked about the importance of health care professionals and organizations being trained and having plans to prepare for and recover from disasters. She talked briefly about the HSEM degree program and thanked the Centers of Excellence for helping to bring this important training to our region. We requested and have been approved to offer the training April 4 and 5th, 2017, at Yakima Valley College</p>	

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	<p>The HSEM Center had three board members Mindi Mattson, Jennifer Lord and Patrick Knouff who participated. Two of our Board Members will be working with us on designing a stackable certificate in EM for healthcare professionals.</p> <p>Return on investment (ROI) – Received FEMA Grant to provide this training at no charge to participants. Estimate ROI \$30,000</p>
Quarter 2	
Quarter 3	
Quarter 4	
Analysis	<p>Quarter 1: The training was very well received and we had many attendees from the Olympia Peninsula region who were very grateful to have such a comprehensive 2 day training program they could attend at no cost and they did not have to stay overnight which was is an expense many health care organizations could not have supported. Participants urged us to continue to bring this training program to all regions of the state. We negotiated with TEEX to do another MGT-341 training at Yakima Valley College for April 4 & 5, 2017. This two-day training will be hosted by the CoE for Allied Health.</p>

Focus Area	Activity 5	
<input checked="" type="checkbox"/> Economic Development <input checked="" type="checkbox"/> Sector Strategy <input checked="" type="checkbox"/> Ed/Innovation/Efficiency <input type="checkbox"/> Supply/Demand	<p>Women in Leadership Forum</p> <p>This activity is a follow-up to the October 2015 Women in HSEM Leadership Forum. This year’s Forum will start the first stage in establishing the Women in All-Hazard and Security Mentorship Program. The mentorship program will help match experienced all-hazard and security professionals with mentees who are female students in one of the six HSEM career pathway programs, women who have graduated, those that are new to the industry, and/or looking to advance into leadership positions.</p>	
Funding Sources %	Purpose	Projected Outcomes and Products

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100%	<ul style="list-style-type: none"> • The program promotes long term leadership and professional development through a one-on-one Mentor-Protégé relationship to increase advancement into leadership positions. • Mentors share their experience and advice on such topics as career advancement, professional visibility, networking, and overcoming barriers to career success. • Expand the established work group to include organizations with current women in leadership initiatives in the public safety, security and emergency management career fields. 	<ul style="list-style-type: none"> • Expand the workgroup membership to include more organizations w/women leadership initiatives. • A minimum of 40 attendees and coach mentors to commit and attend the forum. • Develop a program guidebook and contracts for mentor/mentee program. • Hold October 5, 2016 Forum. • Produce video and summary which will be posted on the COE-HSEM website. <p>Timeline: July 2016 – June 2017</p>
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Report on Actual Outcomes and Products

Quarter 1	<p>The October 5th Women in Leadership Forum will take place at Lakewold Gardens in Lakewood, WA. We have over 50 women registered to attend the Forum. Erika Koss, Assistant Dean at Northeastern University in Boston, Massachusetts will be the Forum’s Keynote speaker, panel moderator and facilitator. Dr. Natasha Frost, associate Professor in the School of Criminology and Criminal Justice at Northeastern University in Boston, Massachusetts will also be attending the Forum as a featured speaker. The purpose of the Forum is to help women identify what their strengths are as leaders, where they want to go in terms of education and career, and help them find and follow their dreams and goals. It is important for attendees to walk away with an understanding of the significance of creating strong and dynamic relationships and collaborations with both women and men. A mentorship program will also help match experienced professions with mentees in the six Homeland Security Emergency Management (HSEM) career pathway fields.</p>
Quarter 2	
Quarter 3	
Quarter 4	
Analysis	<p>Quarter 1: The Forum will be videotaped and have a written summary be put up on the Center’s website. Starting next year the CoE-HSEM will put on quarterly Women in Leadership networking opportunities where we will have guest speakers and workshops on mentor/mentee relationships and helping to identify a person’s leadership skills/qualities.</p>

