**Dhsem business units**

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**Colorado Division of Homeland Security and Emergency Management**

## DHSEM Business Units

The Colorado Division of Homeland Security and Emergency Management (DHSEM) include four offices and multiple business units. The offices and their working business units are explained below.

### Division Director’s Office

The Division Director’s Office is responsible for the overall management of the Division and consists of the Division Director, Chief of Staff, Strategic Communications and Policy and HR Liaison.

#### Strategic Communications

This section provides all the strategic communication support to the Division, including: public information, crisis communication and social media support to the Division. This includes managing the READYColorado social media platform that is focused on ensuring that Coloradoans are prepared for a disaster before it hits and supporting the Division’s role in the Chemical Stockpile Emergency Preparedness Program. This section also manages the Colorado Virtual Operations Support Team (COVOST) which is a resource that can be activated to supplement or enhance a community’s existing social media for emergency management situational awareness and plan. This section also manages all of the Divisions websites and digital communications.

#### Policy and Human Resource Liaison Officer

This unit provides support to the Division for the development and implementation of Division policy and procedures as well as managing human resource (HR) functions for the Division.

### Colorado Information Analysis Center (CIAC)

The Colorado Information Analysis Center (CIAC) serves as the State’s fusion center. This multidiscipline, multi-agency network of professionals gather, analyze, and share threat-related information with private sector, local, state, tribal, and federal partners. The CIAC's Terrorism Liaison Officer (TLO) program is critical to the center's information sharing architecture. These professionals represent law enforcement, fire service, emergency management, healthcare, public health, military and specific private sector disciplines throughout the state. The TLOs combine resources and share information to assist the center with the intelligence and threat analysis process for the state. The CIAC supports timely information sharing while still protecting the privacy, civil rights, and civil liberties of individuals and groups. All CIAC staff and TLOs complete privacy training and comply with the center’s privacy policy, which is available to the public on this website. The CIAC’s Privacy Policy complies with applicable laws protecting privacy, civil rights, and civil liberties, including 28 CFR Part 23.

The work of the CIAC ultimately enhances prevention, preparedness and security efforts for Colorado. By statute, the CIAC is identified as the Office of Prevention and Security, however, its working title is the CIAC. The CIAC is separated into four working business units: Counterterrorism/Strategic Intelligence, Investigative Analytical Support, Critical Infrastructure Protection and the Auto Theft Intelligence Coordination Center.

#### Counterterrorism/ Strategic Intelligence

The CIAC conducts analysis to provide timely, relevant and actionable information to prevent acts of terrorism, taking an all-crime, all-hazard approach. The information shared ranges from general awareness to strategic intelligence designed for the appropriate stakeholders in Colorado. The CIAC's documents are shared with other fusion centers across the country and with federal partners to enhance information sharing and terrorism prevention efforts nationwide.

#### Investigative Analytical Support

The CIAC processes criminal leads and requests, as well as ensures all relevant law enforcement agencies and jurisdictions potentially affected by a cross-jurisdictional event are alerted. The CIAC works collaboratively with partners to provide analytical assistance, facilitate the exchange of information between jurisdictions with investigative interests in the same case, and create intelligence documents to support active criminal activity. These CIAC documents may also be distributed to surrounding states and other fusion centers in support of CIAC partners seeking information on an active criminal case.

#### Critical Infrastructure Protection

The CIAC provides support to Colorado communities to protect and enhance resiliency of cyber and physical structures vital to Colorado’s infrastructure (e.g. Government facilities, Energy, Food/Agriculture, Water, and twelve other sectors defined by the U.S. Department of Homeland Security). The center encourages owners and operators of critical infrastructure to share information and collaborate with the state to identify, deter, detect, disrupt, and protect vital Colorado infrastructure from threats and hazards. The CIAC is also integrating provisions of the National Infrastructure Protection Plan (NIPP) into Colorado’s State Homeland Security and is an active participant in cyber security initiatives.

#### Auto Theft Intelligence Coordination Center (ATTIC)

The CIAC provides case support and intelligence information to law enforcement to help prevent auto theft. The center assists in identifying criminal trends related to auto theft and enhances the capabilities of local partners in recovering stolen vehicles. It is funded by a grant from the Colorado Auto Theft Prevention Authority.

### Office of Preparedness (OP)

The Office of Preparedness (OP) provides a full range of services to enhance preparedness in the state. The Office administers statewide all-hazards preparedness programs through its sections and manages various Federal preparedness grant programs. The Office also coordinates the state employee emergency alert system to notify employees in the case of an emergency. The Office includes the following four business units: Grants and Contracts, Preparedness, Statewide Interoperable Communications, and Training & Exercise.

#### Grants and Contracts

### The Grants and Contracts Section manages four distinct function areas of responsibilities within DHSEM. These function include: Overseeing and managing all grant programs managed by the Office of Preparedness – Homeland Security Grant Programs (HSGP), State Homeland Security Grant Program (SHSP), UASI Grant Program, Nonprofit Security Grant Program (NSGP), Hazardous Materials Emergency Preparedness (HMEP), and State and Local Interoperable Grant Program (SLIGP); Managing the sub-award grant contracting process for all grant programs managed by DHSEM; Managing the division-wide sub-recipients monitoring for all grant programs managed by DHSEM; and Managing the grants management system used by all grant programs managed by DHSEM. In addition, the Grants and Contracts section provides support to sub-recipients and internal staff through publishing the Grant Management Guide; Application Preparation Workshops and one-on-one grant training. This section also provides financial administration for various grant programs including annual grant programs.

#### Preparedness Program

The Preparedness Program coordinates with non-governmental organizations (NGOs), private sector partners and other local, regional, state and Federal partners to enhance the resiliency of our communities through education and outreach with community and private-sector partners. This section is the lead on the implementation of the Emergency Alert System for state employees and manages the initiative to develop and maintain a statewide Preventative Radiological Nuclear Detection Program (PRND) program. This program serves as the liaison between the Colorado Emergency Preparedness Committee (CEPC) and Local Emergency Preparedness Committees (LEPC) for HAZMAT preparedness.

#### Statewide Interoperable Communications (SWIC)

This unit is responsible for managing and updating the Statewide Communications Interoperability Plan. It is also the point of contact for technical assistance from the Homeland Security Office of Emergency Communications (OEC); the state contact for the Integrated Public and Alert Warning System (IPAWS); and responsible for the Digital Trunked Radio System (DTRS) needs assessment and business plan. More information about SWIC can be found on the [SWIC](https://www.colorado.gov/pacific/dhsem/statewide-interoperability-communications) tab.

#### Training and Exercise

The Training and Exercise program is responsible for facilitating state-level training that supports the State Homeland Security Strategy and State Preparedness Goal. The section works with local agencies and the regions to ensure greater coordination in planning local and regional exercises. This section leads the integration of state-level training with local, regional and federal training programs, and works collaboratively with stakeholders for both training and exercise planning and implementation. The section also ensures compliance with exercise and training support documentation records and submission of reports for federal compliance. The Training Section coordinates the delivery of courses in the field for primarily to local responders as well as internal staff professional development plans.

### Office of Emergency Management (OEM)

The OEM plans for and responds to all-hazard emergencies and disasters that face the State of Colorado.  These range from fires and floods to incidents involving hazardous materials or acts of terrorism.  The Division prepares and implements the Colorado Hazard and Incident Response and Recovery Plan (CHIRPP), and routinely conducts training and exercises to ensure the plans are communicated and effective and any capability gaps are identified and resolved.

The Office serves as the state's liaison with federal and local agencies on all hazards impacting Colorado.  Office staff members provide technical assistance to local governments as they prepare emergency plans and procedures. They also conduct emergency operations coordination and training for state and local governmental agencies.

After a disaster, the Office conducts damage assessment surveys and advises the Governor on whether to declare a disaster-emergency and seek direct federal assistance or funding. The Office staffs and maintains a State Emergency Operations Center (SEOC) in Centennial, Colorado. The SEOC serves as the support and coordination center for supporting disasters and coordinating state response activities.  The Office also operates several disaster recovery and mitigation programs in the Mitigation and Recovery Section.  The OEM has three functional areas:

#### Operations

The Operations Section coordinates operational response at the state level. The Section is home to: Logistics, which is responsible for contract negotiations, vendor management, resource acquisition, deployment, and tracking and management of equipment and resources; Planning, which is responsible for ensuring the State Plans are reviewed and revised, including the Colorado Hazard and Incident Response and Recovery Plan (CHIRPP); and Continuity of Operations and Government Plans (COOP & COG); the Operations Officer who manages State Emergency Response Coordinators and oversees communications; and the SEOC Exercise Officer who serves the exercise needs of Division staff and representatives of the state agencies and other organizations who staff the State Emergency Operations Center (SEOC) and documents the improvement process in After-Action Reports for exercises and actual events.

#### Field Services

The Field Services Section includes nine Regional Field Managers who provide planning, coordination, technical & emergency advisory assistance to Colorado’s local emergency management offices on behalf of the OEM and serve as the initial response element for the Division during emergencies and disasters impacting Colorado. Field Services also administers the Emergency Management Preparedness Grant and the Chemical Stockpile Emergency Preparedness Program. In addition, the Section, delivers annual training for emergency management professionals across the State through the Emergency Management Academy.

#### Mitigation and Recovery

Mitigation programs work to identify and eliminate risks to human life and property. The OEM Mitigation Team is focused on reducing hazards and managing risk before and after disaster-emergencies. Mitigation is an integral part of the OEM mission. OEM administers several federal and state programs designed to reduce the impact of hazards in communities that threaten life and property such as flooding, wildfire, and landslides. The OEM Mitigation Team is responsible developing and implementing Colorado’s All-Hazard Mitigation Plan with cooperating state agencies and local government partners. The team also plays a key role in strengthening communities post-disaster by facilitating projects that increase mitigate future damages and build resilience.

A focus of DHSEM’s Recovery Team is to link federal, state, and private non-profit programs that provide disaster recovery assistance to individuals, families and local governments.   As an emergency or disaster evolves, the recovery team begins work to implement disaster assistance and recovery programs made available by the State and federal government. These programs range from individual and family recovery case management to providing funding for the reconstruction of major infrastructure in affected communities. The Recovery Team helps rebuild lives and communities impacted by disaster with technical and financial support as they make their way through long-term recovery.