

Top 12 Things a New EMD Should Do

1. Meet with your [Regional Planning Commission Emergency Planner](#) and [Vermont Emergency Management Regional Coordinator](#).
2. Register for a [FEMA Student ID](#) and for the Vermont [Learning Management System](#)
3. Take [FEMA IS-230D](#) *Fundamentals of Emergency Management*.
4. Network with [other local EMDs](#) for expertise and mutual aid.
5. Read your [Local Emergency Management Plan](#) cover to cover and collaboratively update it.
6. Identify your stakeholders by name.
7. Form a local EM Committee/Working Group.
8. Sign-up for [VT Alert](#).
9. Ensure delegation of authority is written and signed.
10. Learn jurisdiction-specific spending procedures.
11. Mobilize and organize community members to support your plan.
12. Integrate your thinking into the [Local Hazard Mitigation Plan](#) process.