



STATE OF CALIFORNIA - MILITARY DEPARTMENT
HEADQUARTERS, CALIFORNIA CADET CORPS
CAMP SAN LUIS OBISPO 10 SONOMA AVENUE, BUILDING 1402 SAN LUIS OBISPO,
CALIFORNIA 93405-7605



CIRCULAR 010-2324-002

05 October 2023

COMMUNITY EMERGENCY RESPONSE TEAM TRAIN-THE-TRAINER COURSE

1. GENERAL: The Headquarters (HQS), CACC will hold a California Cadet Corps Community Emergency Response Team (CERT) Train-the-Trainer course in a combined virtually/in-person format. Both the classroom (virtual on two evenings) and practical (in-person during the CERT Course) sessions must be attended. Virtual Classroom dates October 25 and 27, 2023 from 1800 to 2100, In-Person practical skills will be Nov 02 thru 05, 2023 at Camp San Luis Obispo. The intent of this program is to empower Commandants and other adult leaders to become qualified instructors of the CERT Program.
2. PARTICIPATION: Limited to Commandants, other adult members of the CACC, and school staff that are graduates of the CERT program and are interested in teaching courses to CACC Cadets and Schools.
3. PREREQUISITES:
 - a) Successful completion of the FEMA CERT Basic Training Course.
 - b) Must be an adult member interested in teaching CERT Courses for CACC Cadets and Schools
4. TRANSPORTATION: Is not being provided by the state. Commandants transporting Cadets may request a rental vehicle at HQ CACC expense. All others must arrange transportation at their own expense to arrive at Camp San Luis Obispo NLT 0800 on Friday 03 November 2023 and depart CSLO by 1400 on Sunday 05 November 2023. Commandants may arrive beginning at 1800 on Thursday 02 November 2023 but must arrive NLT 2200 hours that day if they plan to stay overnight in barracks.
5. LODGING: Will be provided by HQS CACC for the evenings of 2-5 November 2023. Open bay barracks are the only funded billeting resources, so participants should plan accordingly (bring sleeping bags or bedrolls and other items appropriate to open bay barracks situations). Commandants may arrange to stay in other billeting on post subject to availability at own cost.
6. MEALS: Meals for 3-5 November 2023 (breakfast, lunch and dinner each day, dinner will not be provided on November 5) will be provided by HQS CACC. No meals are provided on 2 November and no reimbursement for any additional meals will be provided.
7. UNIFORM: The uniform for this entire training is OCPs or CMUs for CACC adult staff.
8. RECOGNITION: All participants who successfully complete the course of study will be awarded a Certification of Completion and a CACC-issued CERT Identification card.
9. COST: There is no cost for participation.

10. REGISTRATION: Registration for this event is accomplished by submitting an email including rank or title, last name, first name, middle initial, gender, unit of assignment, cellphone contact information, any dietary restrictions, date of Basic CERT Completion, and an acknowledgement that all students commit to attending both virtual sessions and the in-person skills weekend. Names are submitted to CW5 (CACC) Daniel Word at daniel.word@cacadets.org. Registrations will be accepted beginning immediately on a first come, first served basis until slots are filled. Deadline for registration is 18 October 2023.

11. POINT OF CONTACT (POC) for this event is the undersigned at daniel.word@cacadets.org.

FOR THE EXECUTIVE OFFICER:

/s/ signed electronically
DANIEL WORD
CW5, CACC
Command Chief Warrant Officer