

# HOMELAND SECURITY TECHNICAL SPECIALIST (HSTS)

The Homeland Security Technical Specialist (HSTS) is responsible for:

- Providing the Incident Command Team with expertise in the Homeland Security specific skill area.
- Collecting, evaluating, disseminating and utilizing Homeland Security and other law enforcement sensitive information to understand the current situation; predict probable course of incident events; and prepare alternative strategies and control operations for the incident.
- Accessing through secure communication methods classified information, analyzing it and making recommendations to the SECC Command and General staff.

## Duties

- Reports to the Plans Section Chief. Obtain briefing on arrival.
- Obtains and analyses sensitive information from any source available.
- Provides recommendations to solve incident response and recovery issues.
- Participate in Plans Section Meetings.
- Forms used (or contribute to):
  - ICS 201 Incident Briefing
  - ICS 202 Incident Objectives
  - ICS 204 Assignment List
  - ICS 214 Unit Log
  - DHS&EM After-Action Comment Form

## Event Task List

### Immediate Actions:

- Report to; obtain briefing and any special instructions from Plans Section Chief.
- Review initial incident information and coordinate with applicable secure sources to assist in situation status updates.

### Daily Actions:

- Review pertinent incident status information available through homeland security and law enforcement sensitive sources.
  - Sources can include LEO, HSIN, FEMA/DHS, FBI reports and local law enforcement contacts.
- Assist Situation Unit Leader in verifying, analyzing and evaluating field reports.
- Periodically give updates and inform SECC senior staff of significant Homeland Security or intelligence gathering issues that may impact the current operational planning.
  - As needed, recommend ordering specific overhead technical specialists to assist in intelligence gathering. Ensure additional staff has appropriate access to sensitive information.
  - Make recommendations regarding teams, equipment and supplies needed based on the threat (deploying National Guard Civil Support Teams, gas masks, antidotes, vaccinations, prophylaxis, protective equipment, etc.)
- Brief the Division Director on significant homeland security/intelligence issues.
- Participate in Plans Section meetings.
- Brief replacement/turnover staff as required.
- Complete Unit Logs and provide to Documentation Unit daily (ICS Form 214).

### At Conclusion of the Event:

- Complete After-Action Comment form and give to Plans Chief prior to demobilization. (DHS&EM After-Action Comment Form).
- If requested by supervisor, participate in an event Hotwash with SECC Staff to review comments and recommendations.