

Franklin County

Amateur Radio Emergency Service®



Emergency Plan

August 1, 2011

Emergency Plan for Franklin County, MO

Emergencies can take many forms, and it is difficult (if not impossible) to imagine all possible scenarios that may arise. Besides regional threats such as earthquakes and floods, we may experience more localized emergencies such as severe storms, tornados, extensive power and/or communications outages, train derailments, hazardous material events, or terrorism. With this in mind, this emergency plan will focus on getting members in contact with other members and ARES leadership as soon as possible so that the availability of operators can be determined. Once our capabilities have been assessed, we can determine a suitable course of action based upon the situation and the needs of our served agency(s). Although we are amateurs, we should endeavor to be amateurs in name only and do our best to be as professional as possible in our conduct both on and off the air.

The purpose of this plan is to provide radio operators guidance on what to do in a disaster or emergency situation: what frequencies to listen on, who to contact, and what may be requested of them. Our primary mission is to serve as eyes and ears throughout the county for our served agency or agencies.

Activation

In the event of an emergency, members will be notified by all available means, with the primary notification method being via phone call. This will be accomplished through use of a calling tree (appendix A). Upon notification, each person in the calling tree should call the next person in line. If the next person cannot be reached, then the caller should continue calling each subsequent member until they get a response. Messages can (and should) be left, but the caller should keep trying down the list until they actually speak to someone; that person would then continue calling down the tree.

Additional methods of contact will include messages sent via email and the Yahoo group, as well as text messaging and pagers as appropriate. In the event of widespread telephone outages, members should monitor 147.24 MHz for information, *even if the repeater is not working*.

Upon notification, all available members should monitor the ZBARC WA0FYA repeater in Washington (output frequency 147.24 MHz, PL 141.3, input frequency 147.84) and, if their equipment permits, other designated frequencies as well (appendix B).

If a member becomes aware of a situation that may require activation, he or she should make every effort to contact the Emergency Coordinator (EC). If the EC cannot be reached, then the Assistant EC (AEC) should be contacted. Members should NOT self-deploy (that is, go to the scene of the emergency), nor should they go to the Emergency Operations Center (EOC) unless requested. Of course, in an emergency, members should contact 911 first if appropriate.

Concurrent with notification of the membership, a resource net will be established on the primary frequency; if the repeater is not functioning and another in the area is working, the net will be

convened on an alternate repeater. If this happens, the change will be announced on the output frequency of the primary repeater. If no other repeaters are working, a simplex net will be established on the output frequency of the primary repeater (147.24 MHz). In all cases, individual operators should secure the safety of themselves and their families BEFORE checking into a net or otherwise getting involved with ARES activities.

The purpose of a resource net is to determine the availability of operators, their mobility, local situation, and equipment capabilities (e.g., HF operation, emergency power availability, etc.). Our primary purpose is to serve as eyes and ears in the area for our served agencies. Once it is determined who and what is available, duties can be assigned to various stations. Some possible assignments may include:

- Primary or alternate net control operator
- HF net liaison
- Hospital station operator(s)
- EOC operator(s)
- Mobile damage assessment team(s)
- Monitoring other local VHF nets or frequencies
- MARS liaison

No member who is checked into a net or who has been assigned a specific duty should leave the net without notifying the Net Control Station (NCS). This includes leaving the vicinity of the radio – if you won't be able to hear the radio, you should let the NCS know that you will be gone for a minute or two. The reason for this is because if you are called upon and don't answer, potentially vital time has been wasted, whereas if the NCS knew you were temporarily unavailable, they would contact another station immediately.

Digital communications: Those stations with digital capabilities (packet, ENBEMS, etc.) should indicate their availability when checking into a resource net. Digital communications are desirable when formal messages need to be transmitted, especially when a message is long or includes a list. Digital communications also add a bit more privacy should sensitive information need to be passed (e.g., names of victims) as they are less likely to be copied by monitoring stations like the news media. Digital communications are discussed below.

In the case of a multi-county activation, we will follow the protocols established in the District C Emergency Operation Plan (available at <http://ares-mo.org/district-info/district-c/>).

Net protocols

All transmissions should be directed at the net control station (NCS) unless otherwise instructed by the NCS. Transmissions should be short and restricted to needed or requested information only. If an operator is relaying a lengthy message, they should interrupt the message with occasional pauses to let another station break in with emergency traffic if needed. It is important that operators not interrupt existing emergency communications unless absolutely necessary, but instead listen and only

transmit if specific assistance is requested from that station or if a clear relay can be given in times of difficult copy. In general, we should be listening, not talking.

Tactical call signs

If the situation warrants, tactical call signs may be assigned (for example, Franklin County EOC or St. John's [the hospital station]). Tactical calls help reduce confusion as to who is where; the NCS doesn't have to keep track of which amateur call has a particular duty. If you are assigned a tactical call, you should use that in all transmissions instead of your amateur call sign, except for your last transmission (as required by the FCC). For example, following an exchange between the NCS, located at the EOC, and KC9OOH, located at St. John's hospital, would end with: 'St. John's, KC9OOH, out'

Formal message handling

All members should have both ARRL NTS Radiograms and IC-213 message forms handy if possible. Any formal message transmitted should ideally be copied by all listening stations to provide redundancy.

Please remember, we are there to SERVE, not to direct. Even though a request or the content of a message may not make sense to us, we should strive to do whatever our served agencies ask of us UNLESS it would put us in danger or be a violation of law. Formal messages should be passed as written, without 'corrections'; you can ask for clarification, but otherwise no part of the content of a message should ever be changed except by the message author (or at their direction). Sensitive information (names of victims, for example) should be sent via voice only if absolutely necessary and no other, less public, method is available.

Remember, speed does not necessarily equal efficiency, especially if accuracy is compromised – speak slowly so the receiving station has time to copy the message without rushing to keep up. If you write the message as you are speaking, the receiving station is much more likely to be able to copy the message completely and accurately the first time. If the receiving station has to keep asking for fills because you are speaking too fast, you are wasting valuable time repeating yourself as well as potentially causing confusion and mistakes.

Logging

In accordance with the District C Emergency Operations Plan:

ALL stations will maintain complete logs. All fixed stations operating during an emergency must maintain a complete log of their operations. This log will contain the TIME (local) of each message, the CALLSIGN of the contacted station and MESSAGE CONTENT of the message. A copy of all FORMAL TRAFFIC will be kept and become part of the log. Each log sheet will contain the OPERATING (TACTICAL) CALLSIGN if applicable, the location of the station, the call of the operator and be signed by the control operator.

Mobiles should log the STATION CALLED, TIME, and brief CONTENT of each message. Each log should contain the operator's call sign and date and operator's signature. ALL LOGS will be kept as a part of the ARES records. If an operator requires copies for his/her own log, copies should be made and the originals remain with the ARES EC.

Digital Operations

In Development

All members are encouraged to be familiar with and capable of digital operation if possible, especially the NBEMS (Narrow Band Emergency Message System) software available at:

<http://www.w1hkj.com/>

While not intended to replace voice communications, digital operation can be very important to emergency operations and the more stations that can operate digitally the more effective we can be as an organization. Protocols, standard frequencies, and other details will be established in the near future.

Appendix A. Activation Calling Tree

[CALLING TREE AVAILABLE TO MEMBERS ONLY ON THE YAHOO GROUP SITE]

See the current roster for contact information. The roster and updated calling tree is available to members on the Yahoo group

<http://groups.yahoo.com/group/franklincountyares/>

You should keep calling down the tree until you speak to a member, then that member will call the next in line, and so on. If you do not speak to the member you are calling, you should leave messages as follows:

“This message is for [PERSON YOU ARE CALLING]. This is [YOUR NAME], [CALLSIGN] and I am calling to let you know that Franklin County ARES has been activated. As soon as you are able, you should monitor [the primary repeater, 147.24 MHz, OR designated frequency] for more information and sign into the resource net if you can. This activation is because of [INCIDENT OR This is a drill]. Again, Franklin County ARES has been activated. Thank you.”

If activated, you should log the time you contacted the member you are calling or the time at which you left a message or messages for each. In a real event, you should make every effort to contact each member, including calling all listed numbers if necessary.

Appendix B. Emergency Operations Frequencies

Primary repeater: 147.24 output (147.84 input) PL 141.3

In case of repeater failure, operators should monitor 147.24 (simplex) for information on which frequency will be used.

Secondary repeater: TBD and announced on 147.24 simplex

Local simplex frequencies in addition to 147.24 MHz:

147.405 (primary) 145.700

MO interoperability frequencies:

VHF / UHF Simplex Frequencies

The Missouri section utilizes a set of predetermined simplex frequencies for "event or scene of action" operations. Use of the simplex mode minimizes exposure to power interruption, but also shortens effective communications range in most cases. A complete listing of frequencies and procedures for utilization can be found in the Missouri ARES Interoperability Document contained in Addendum 1.

Some of the most commonly utilized frequencies district-wide are listed as follows:

Mnemonic	Frequency	TX	CTCSS	Primary area of usage
HVCall	146.550		CSQ	Statewide - PRIMARY CALLS
HUCall	446.000		CSQ	Statewide – UHF CALL
HVCall	146.550		CSQ	Statewide – VHF CALL
HMCall	52.550		CSQ	Statewide – 6 M CALL

It is commonly known that ARES serves many agencies. These allocations minimize interference across jurisdictional boundaries in the event that an emergency may exist close to or across jurisdictions.

The following tables list the District C planned use of the MOARES Interoperability channel assignments for the various jurisdictions within District C. The VHF table is designed to use simplex frequencies developed in the Statewide Interoperability Plan so each EC has two VHF simplex frequencies available for his jurisdiction without causing interference with adjacent District C jurisdictions or Districts B, E, F, and I.

County	Primary Frequency	CTCSS Rx / Tx	Mnemonic	Secondary Frequency	CTCSS Rx / Tx	Mnemonic
Franklin	147.405	CSQ/100.0	HVTac8	145.700	CSQ/100.0	HVTac3
Jefferson	147.450	CSQ/100.0	HVTac9	146.400	CSQ/100.0	HVTac4
Lincoln	146.400	CSQ/100.0	HVTac4	147.405	CSQ/100.0	HVTac8
Perry	145.600	CSQ/100.0	HVTac1	147.405	CSQ/100.0	HVTac8
Pike	145.700	CSQ/100.0	HVTac3	146.595	CSQ/100.0	HVTac7
St. Charles	146.595	CSQ/100.0	HVTac7	146.505	CSQ/100.0	HVTac6
St. Francois	146.400	CSQ/100.0	HVTac4	146.450	CSQ/100.0	HVTac9
St. Genevieve	146.505	CSQ/100.0	HVTac6	146.595	CSQ/100.0	HVTac7
St. Louis City	146.445	CSQ/100.0	HVTac5	145.650	CSQ/100.0	HVTac2
St. Louis Co.	See District C EMCOM plan for list of frequencies					
Warren	145.650	CSQ/100.0	HVTac2	146.445	CSQ/100.0	HVTac5
Washington	145.650	CSQ/100.0	HVTac2	145.600	CSQ/100.0	HVTac1