

ESF 2. Communications

1. Purpose

This annex is to provide information about the communication capability for emergency operations in Coos County.

2. Concept of Operations

- Emergency calls from the public are received by the Public Safety Answering Point (PSAP). This PSAP, commonly referred to as the 911 center, also dispatches public safety agencies in response to the calls received. Coos County Communications and Coos Bay Police Department Dispatch are the two PSAP's for calls for service in Coos County. Coos County Dispatch transfers all 911 calls to the North Bend dispatch for their police response.
- Non-public safety agencies are usually self-dispatched, i.e., County Road Department, City Public Works, school buses, and Coos County Area Transit (CCAT).
- There are numerous public safety/service radios regularly operated by county and city personnel. In the event of telephone line failure, these daily operations radios will continue to be used, as much as possible, as the primary means of communication. The public safety radio system may be widely impacted due to its dependency on telephone line connectivity.
- The Emergency Alert System (EAS) may be activated to disseminate emergency information via radio and television (see Warning Support Annex, Appendix A, South Coast Operational Area Emergency Alert System Plan).
- The Coos County Amateur Radio Emergency Services (ARES)/ Coos County Radio Amateur Communication Emergency Services (RACES), comprised of radio operators licensed by the Federal Communication Commission for non-commercial (amateur) communications, have voluntarily registered their services and formed an organized pool of trained communication specialists to assist Coos County Emergency Management in providing alternate emergency and disaster communications including, among other services, packet radio (e-mail using radios instead of telephone lines).
- Priority shall be given to the use and repair of emergency communication equipment.
- In the EOC, the Message Coordination Unit Leader will be responsible for coordinating incoming and outgoing messages.

- Radio frequencies must be coordinated between Coos County 911 Administration and the Radio Unit Leader of the Logistics Section.

3. Organization and Assignment of Responsibilities

3.1 Mitigation and Preparedness

3.1.1 County Emergency Management

- Direct the development and maintenance of adequate EOC communications capability, including training and communications drills and/or exercises of personnel for the EOC's Communication Coordinator position, Communication Support Staff and Dispatch.
- Develop and maintain a written agreement with the Coos County ARES/RACES unit and provide direction towards meeting the supplemental emergency communications needs of the county.
- Develop and maintain a system by which messages in the EOC can be logged and tracked.

3.1.2 Coos County Road Department, Operations Division

- The Operations Division is responsible for maintaining their communication equipment in good repair.
- Advises appropriate agencies, including County Emergency Management on necessary equipment and procedures.
- Participate in communication drills/exercises or other appropriate training that may be conducted by County Emergency Management.

3.1.3 PSAP/911 Coos County Dispatch Center

- Develop and maintain a standard operating procedure to address emergency response needs.
- Participate in communication drills/exercises or other appropriate training that may be conducted by County Emergency Management.

3.1.4 Amateur Radio Emergency Services (ARES)/Radio Amateur Communication Emergency Services (RACES)

- The ARES/RACES unit, in support of emergency or disaster operations, will provide additional communication links to assist all echelons of local government and volunteer emergency relief agencies in their efforts to minimize the effects of a disaster that is endangering life and property. The ARES/RACES unit will function where needed from the call up phase

through recovery (termination of the disaster) or until normal communication circuits are restored. (See Appendix A, ARES/RACES Communication Plan for Coos County, Oregon.)

- The ARES/RACES Emergency Communication Coordinator shall provide and maintain a current listing of personnel and ensure sufficient training is provided to keep personnel current on equipment operation and communication procedures.
- Members of the ARES/RACES unit will ensure that the EOC radio equipment is functioning properly and report any malfunctions to County Emergency Management.
- Participate in communication drills/exercises or other appropriate training that may be conducted by County Emergency Management.

3.1.5 Incident Management Communications

3.1.5.1 Information Management

3.1.5.1.1 Policies

3.1.5.1.1.1 Networks

- Ensure that indications and warnings, incident notifications and public communications, and critical information that constitute a common operating picture are disseminated through a combination of networks used by EOCs.
- Ensure that notifications are made through mechanisms defined in emergency operations and Incident Action Plans.

3.1.5.1.1.2 Technology Use

Agencies must plan in advance for the effective and efficient use of information management technologies (e.g., computers and networks) to tie together all command, tactical, and support units involved in incident management and to enable these entities to share information critical to mission execution and the cataloging of required corrective actions.

3.1.5.1.2 Interoperability Standards

3.1.5.1.2.1 Incident Notification and Situation Report

The jurisdiction has implemented and institutionalized information management processes, procedures, and/or plans to ensure incident notifications and situation reports are standardized.

3.2 Response

3.2.1 County Emergency Management

- The Emergency Management Office is responsible for activating the EOC, which will focus on communication and coordination for the county. (Refer to EOP Basic Plan for EOC activation.)
- The Emergency Management Office will activate the use of volunteer amateur radio operators if necessary through Coos County ARES/RACES.
- The EOC's Logistics Section Chief is responsible for staffing the Communication Unit Leader position, as needed, and ensuring that ARES/RACES is fully utilized.

3.2.2 PSAP/911 Coos County Dispatch Center

- Provide notification to public officials who need to be notified of emergency information or warnings.
- Dispatch the appropriate response.

3.2.3 Amateur Radio Emergency Services (ARES)/Radio Amateur Communication Emergency Services (RACES)

- In addition to providing operators to staff the ARES/RACES equipment in the EOC and fixed unit equipment sites throughout the county, the ARES/RACES unit will provide personnel capable of assisting wherever needed during an emergency or disaster to ensure the continuous flow of information to the EOC.
- Mobile radio operators capable of portable field assignment to establish a communication link between the EOC and emergency shelters, mass care points, other agencies and departments, and other EOC's, as needed.

3.2.4 Incident Management Communications

3.2.4.1 Incident Communications

- The IC manages communications at an incident, using a common communications plan and an incident-based communications center established solely for use by the command, tactical, and support resources assigned to the incident.
- All entities involved in managing the incident will utilize common terminology, prescribed by the NIMS, for communications.
- Incident communications will follow the standards called for under the ICS.

3.3 Recovery

- Priority will continue to be given to emergency communication to further restoration efforts.
- County Emergency Management will phase out unnecessary communication resources as necessary.
- County Emergency Management will conduct after action debriefing to identify needed improvements in emergency communication plans and procedures.

4. Annex Development and Maintenance

The Emergency Management Office will be responsible for maintaining this annex. Each agency and/or department will develop SOP's that address assigned tasks.

5. Appendices

- A. Coos County ARES/RACES Response Plan
- B. Coos County Emergency Communication Plan
- C-1. Coos Bay Police Dispatch Common Language Policy
- C-2. Coos County Dispatch Common Language Policy
- C-3. North Bend Police Dispatch Common Language Policy
- D. Emergency Communication System Policy
- E. EAS
- F. Warning

Appendix A. ARES RACES Response Plan

1. Introduction

1.1 Scope

This Appendix to the Communications Annex of the Coos County EOP describes the working relationship between the Coos County Emergency Management/Sheriff's Office and the Coos County Amateur Radio Emergency Services/Radio Amateur Civil Emergency Service (ARES/RACES) Group.

1.2 Purpose

This plan is intended to provide for emergency communications between Coos County government officials and other governmental and non governmental agencies, such as Red Cross and Salvation Army, medical facilities, by the Coos County ARES/RACES Group.

Maximum benefits from Amateur Radio Communications can only be obtained through prior planning which identifies the agencies, organizations and individuals concerned, and assigns a definitive role to each. This plan enables agencies and organizations having emergency responsibility to include the ARES/RACES Group in local emergency plans and programs.

2. Implementation

This plan becomes official for implementation by Coos County when signed by the Chairperson Board of Commissioners, County Counsel, the Coos County Sheriff's Office Emergency Management Coordinator, and the ARES/RACES Communication Officer. Under this plan, the Coos County Emergency Management/Sheriff's Office is empowered to request the use of available volunteer amateur radio operators and communications facilities for call out, equipment installation, maintenance and testing, and drills and training.

3. Authority

Title 47 CFR. 151, 154(i) and (o), and 303(R); Chapter 1, Part 97 Subpart A, Section 97. 1; .5, .7, Subpart B, 97 101,103,105,109,111,113,115,119, and Subpart E (all); Federal Communications Commission Rules and Regulations, Amateur Radio Service.

4. Call Out, Notification Procedures

4.1 Procedures for County Official

In an emergency situation which poses a threat to life and /or property the County Emergency Management/Sheriff's Office will contact one of the ARES/RACES members designated in Section 1 of this appendix. This call will usually come from the County Dispatcher's office. After one of the designated ARES/RACES members is contacted, that ARES/RACES member will initiate the call out system described below.

The County Official will establish priorities as to where communications support is to be provided and the ARES/RACES Radio Officer will designate personnel for specific assignments in accordance with their availability and expertise.

In order to speed personnel notification during an emergency, or provide other announcements, the County Official may contact the Coos County Local Primary One (LP-1) EAS station (KYTT) that a public service announcement be made to assist in the notification of the ARES/RACES Group.

4.2 Procedures for ARES/RACES Members

The first ARES/RACES member contacted by the County Official to initiate call-out or notification of the ARES/RACES Group will contact at least one person in each of the geographical areas listed in Section 3. Those areas are Bandon, Coos Bay, North Bend, and Coquille. The first member contacted in each of the areas will then contact all of the remaining members of that area. Members that have been contacted should be advised to monitor the primary repeater frequency of 146.61 MHz (minus 600, no tone.) for instructions and assignments.

In the event phone systems aren't working, or there is any reason to believe an emergency exists, members should monitor the 146.61 MHz repeater. If the 146.61 repeater is not working the 147.28 repeater should be monitored. If members are out of range of the 147,28 repeater, the 145.19 repeater should be monitored.

When assistance is offered by radio amateurs that are not members of the ARES/RACES Group, they should be requested to stand-by and should be given assignments where their services are needed.

Radio Amateurs, being licensed and regulated by the Federal Communications Commission, shall at all times exercise sole and exclusive control over the operation of their radio stations. Such control cannot be surrendered or delegated, in accordance with Federal law.

4.3 Identification

The methods used to identify ARES/RACES members responding to an emergency communications support operation are the Coos County RACES ID Card and personal acquaintance. A valid FCC Amateur Radio License and a photo ID, such as a Driver's License shall identify non-member radio amateurs.

4.4 Termination

At the termination of an emergency, an announcement will be made on all assigned frequencies and repeaters. Acknowledgement should be made by all participants upon receiving the termination message.

A summary report of activities and participants will be prepared by ARES/RACES for the County.

5. Approvals

This Coos County, Oregon, ARES/RACES Appendix is approved by:

The plan is coordinated with, and distributed to, all designated officials mentioned in this plan.

County Commissioner Chairperson

date

County Counsel

date

Emergency Management

date

Coos County ARES/RACES Designee

date

6. Appended Sections

Section 1.

Lists key governmental and ARES/RACES personnel and their telephone numbers.

Section 2.

Lists Amateur Radio Service frequencies used for emergency communication in the area, including repeaters.

Section 3.

Lists ARES/RACES personnel, their telephone numbers, and location.

Section 1. Key Personnel

1. Government

The names, titles, and business numbers of the key Emergency Management Officials are:

Sheriff Andy Jackson, Emergency Management Director
Sgt. Dan Looney, Emergency Management Supervisor
Glenda Hales, Emergency Management Program Manager

Day time contact for all those above is _____ with ext _____ respectively.
There is also a direct line used by Emergency Management of _____ .

If contact must be made outside of normal working hours, or in an emergency, a call should be placed to the dispatch center of _____ ext _____ or _____ and ask that the dispatcher contact the person needed.

2. ARES/RACES Group

The names, FCC call signs, and telephone numbers of ARES/RACES Group contacts are:

Dan Bissell	W7WVF
Dave Granicy	K7NBO
George Eckholm	W7VPF
Paul Andersen	K7AIA
Loren Fleming	KE7CMY

The first ARES/RACES member contacted by the County official will contact at least one member of each of the four ARES/RACES organization locations and request that they contact and inform all the other members listed on their locations. The four organizational locations of The ARES/RACES Group are Bandon, Coos Bay, North Bend, and Coquille.

Section 2. Repeaters and Frequencies

Voice Repeaters within Coos County for two-meter operation are listed below along with their frequencies and ownership.

Beaver Hill	146.610 MHz (-600, no PL tone)	Coos County Radio Club
Elk Peak	147.380 MHz (+600, PL 146.2)	Southwest Oregon Repeater Association (SWORA)
Blossom Hill	147.28 MHz (+600, PL 146.2)	SWORA
Bennett Butte	145.19 MHz (-600, PL 146.2)	SWORA
Winchester Hill	147.18 MHz (+600, PL 146.2)	SWORA
Florence	147.100 MHz (+600, PL146.2)	SWORA

In addition to these repeater-operating frequencies, local nets can be maintained on two-meter simplex frequencies.

Digital two-meter communication (packet) is conducted on 144.950 MHz

High Frequency State wide voice nets will be established on the RACES/ARES Frequencies of:

3993.5 kHz (Lower Sideband) Primary

7228.0 kHz (Lower Sideband) Secondary.

Digital, (PSK 31) nets on HF will be established as facilities are manned, depending on requirements at the time.

Section 3. ARES/RACES Personnel / Membership

Area 1. Bandon

Call	Name	Home Phone	Work Phone	Cell Phone	Work Cell
KO7W	JON SCHMIT (AEC)				
K7CES	CAROLINE SCHMIT				
W7WVF	DAN BISSELL (EC)				
AD7IL	BOB STURTEVANT (AEC)				
KC7YR U	ANN SANSTROM				
KE7HO A	DAVID NAZER				
KE7CY Q	GINGER SNAPS				

Area 2. Coos Bay

Call	Name	Home Phone	Work Phone	Cell Phone	Work Cell
K7AIA	PAUL ANDERSEN (AEC)				
N7TAS	LARRY WOOD (AEC)				
WA6JO W	CARL SIMINOW				
K7MXA	DEBBIE BURKLUND				
KJ7O	JOE JOHNSON				
KD7JFB	ED MAKARUK				
W6RAT	BRUCE JACKSON				
KC7WH T	EMERY BARNETT		Not available	M-F 8-5	
N7JRM	J.R. MOORE				
N8SAR	JOE DOMAN				
KA7WD S	TONY PASQUALETTI				
KE7CM Y	LOREN FLEMING (FN OFFICER)				
K7BAY	BRETT JACKSON				
K7GRL	BARBARA JACKSON				
KE7EIA	MARY GRAHAM				
KE7EIE	TOM GRAHAM				
WB6UH W	ALETA CARTE				
KE7FXL	TOD HAREN				
KE7FX K	CHET COVELY (TNG OFF)				
W7HRZ	LORETTA HAFEN				
N7HIZ	JACK HAFEN				

Area 3. North Bend

Call	Name	Home Phone	Work Phone	Cell Phone	Work Cell
NB7O	KEVIN HEDGEPEETH (AEC)				
K7MGO	MICHELLE HEDGEPEETH				
W6OFF	LYLE NELSON (AEC)				
IV. K 7 N B O	DAVID GRANICY (OPS OFF)				
KE7CYP	DANIEL TAPIA				
KE7CM X	BILL GARNER				
KE7CN A	SANDY GARNER				
KE7FX H	ROSEMARY BERTHA				
KE7FXN	JOHN BERTHA				

Area 4. Coquille

Call	Name	Home Phone	Work Phone	Cell Phone	Work Cell
W7VPF	GEORGE ECKHOLM (AEC)				
KE7CK N	JANET JINKNER				
AI7M	LOREN CHASE (AEC)				
KE7AD D	CHIP DELYRIA (TECH OFF)				
KD7TA H	RON ALLEN				
KE7EIB	DELL MANSKER				
KE7EU M	BILL FORDHAM				

Appendix B. Coos County Communication Plan

Coos County is a rural county in Southwestern Oregon, which has a world-class deep-water port, which is protected by local Law Enforcement, Fire and the U.S. Coast Guard. The county has over 200 state, county and private bridges and some major highways have a bridge density of near one bridge per mile.

Telephone information and data communication between North and South Emergency 911 Centers are connected with a single fiber bundle, which is routed out of the county with no redundant loop in the system. When the fiber is damaged by WMD, natural disaster, accident or terrorist attack, dispatch centers in North and South County have no redundant backup telephone or data communication. The upgraded communication infrastructure is capable of a DS-2 microwave connection, which could be installed into Coos Bay and North Bend and provide a redundant voice, information and data communication.

Coos County has upgraded the Emergency Service Radio Communication Infrastructure complying with Project 25, improving communication a great deal. Although the infrastructure is improved, all Emergency Services agencies in Coos County are using degraded mobile and portable radios, pagers and Communication Center Consoles that do not meet the first responder needs and are not Project 25 compliant. We have three Law Enforcement Dispatch Centers two of them 911 dispatching. Mobile, portable, pager and console equipment in most cases are 25 to 30 years old

As technology has progressed Coos County has not in regard to interoperable information and data exchange. Technology today provides the capability to rapidly exchange information and data between Emergency Service personnel in the field and dispatching centers. This technology would assist First Responders during enforcement and prevention, detection and mitigation of Weapons of Mass Destruction, Natural Disaster and Terrorist Attack. This technology is not currently used in Coos County. The upgraded communication infrastructure sites are capable of having this technology installed.

1. Objective

To assure that Coos County is capable of providing necessary communications for all emergency services, and to provide plans and infrastructure to meet the essential communications needs of all Emergency Services, citizens and communities during an event of Weapons of Mass Destruction, Natural Disaster, or Terrorist Attack.

2. Strategy

2.1 Upgrade voice, information and data communication with redundant paths between the South Coos 911, North Coos 911, and North Bend Dispatch centers across the microwave system currently installed for Emergency Services. This

will provide a DS-2 connection between dispatch centers when fiber lines or central telephone failure occurs.

2.2 Upgrade mobile, portable radios and pagers for interoperable communication through out Coos County.

2.3 Upgrade existing dispatch center consoles to a uniform level of capability, and assure that all centers have the proper level to assure a large degree of interoperable communication.

2.4 Upgrade response, prevention, mitigation Mobile Data Terminal equipment to be installed in Law Enforcement Vehicles and at repeater sites through out Coos County to enhance the immediate exchange of interoperable communication for information and data.

2.5 Collaborate with all Emergency Service Agencies to ensure needs are met for robust, redundant interoperable communication.

3. Plan

3.1 Provide avenue of cooperation and collaboration allowing all Emergency Service agencies to participate in efforts toward objectives.

3.2 Obtain and install microwave infrastructure equipment and interface with current telephone company infrastructure with automatic switching capabilities to provide redundant voice and data communication. Estimated cost of this project is \$668,677.00. An attempt to obtain grant funding will be pursued.

3.3 Obtain mobile and portable radios and paging equipment which is Project 25 compliant for all Emergency Service agencies through out Coos County. There are approximately 1200 mobile and portable radios and pagers used in Coos County for Emergency Services. Estimated cost is \$3,200,000.00 to upgrade all obsolete and degraded equipment. To meet the objective equipment will be obtained over a four (4) year period through budgeting, and through application of available grants. The 2005 plan will be to apply for approximately 750,000.00 in grant funding.

3.4 Obtain dispatch center consoles and radio equipment which is Project 25 compliant for North Bend Dispatch and Coos Bay 911.

3.5 Obtain Mobile Data Terminal and infrastructure equipment to provide immediate information and date exchange enhancing the response of first responders to Weapons of Mass Destruction, Natural Disaster and Terrorist Attack.

Appendix C-1. Protocol and Operations Practice
POP//06-01

Subject: Use of “Plain English”

Date: June 20, 2006

Distribution: All Department Personnel

By: Capt. R. Craddock

Effective 06/20/06, Coos Bay Police Department personnel will utilize plain English instead of radio codes when communicating during multi-agency, multi-jurisdiction and multi-discipline events, such as manmade and natural disasters.

The use of common terminology gives Emergency Operation’s Center (EOC) personnel along with local, state, and federal emergency responders the ability to communicate clearly with each other and effectively coordinate response activities, no matter what the size, scope, or complexity of the incident. The ability of responders from different jurisdictions and different disciplines to work together depends greatly on their ability to communicate with each other.

Appendix C-2. General Order #5004.270: Use of Radio Codes

Policy #5004.0271 – 12-Code: When communicating on Law 1 or Law 2 radio channels, Sheriff’s Office personnel and members of Law Enforcement Agencies contracting with Sheriff’s Office Communications Center will use the radio codes identified as “The Sheriff’s Office 12-code. Users will note that this code differs significantly from similar codes used by other agencies working in the Coos County Area, specifically the “OSP 12-code”

*see appendix for 12-codes

Policy #5004.272 – Code Series: In conjunction with the 12-code, the following “Code Series” will be used:

Code 1 = non emergent response

Code 2 = urgent response, use emergency lights only

Code 3 = Emergency response, use emergency lights and sirens

Code 4 = No further assistance needed

Once again, users will note that these codes may not be used by all agencies in the area.

*see appendix for complete list of Code Series

Policy #5004.273 – Phonetic Alphabet: All personnel shall memorize and use the Sheriff’s Office phonetic alphabet when it is necessary to apply such an alphabet. No other phonetic alphabet will be used. Users should note that this does differ from the commonly used “military alphabet”

*see appendix for complete Alphabet

General Order #5004.275: Using Plain Language on Radio

While law enforcement officers will typically communicate using department codes on our radio frequencies, it should be noted that other law enforcement agencies and most civilian agencies may use a different code, or no code at all.

At no time will any radio codes or 12-codes be used when communicating with County Fire departments.

In the interest of effective interoperability, no codes will be used during events requiring a multiple agency response.

Appendix C-3. North Bend Police Department Policy and Procedures Manual – Common Language Policy

Effective Date: February 15, 2000]

Subject: Radio Communications Policy No: NBP-018]

Reference: All communications via unsecured frequency]

Distribution: All members with radio access]

Re-evaluation dates: As needed

1. Purpose

The purpose of this policy is to establish uniform procedures in regards to all communications made via unsecured radio frequencies, for the purposes of conducting law enforcement business.

2. Policy

It shall be the policy of this Department that all members having authorized access to the police radio for the purposes of transmitting and/or receiving communications relating to the mission of the Department, shall adhere to the following guidelines and restrictions, or face disciplinary action for violations thereof.

The use of the police radio, especially on those frequencies which are unsecured, shall be for facilitating the expedient and efficient delivery of law enforcement and/or protective services to the public and associate public safety agencies. Personal business and general conversation shall not be conducted via the police frequencies.

3. Procedures

3.1 Authorized Phonetic Alphabet

In conducting any communication via the radio, the English alpha characters shall not be spoken as they are too apt to be misunderstood by the recipient of the transmission. When referring to an alpha character during a transmission (such as in reading a license plate, or spelling a name) the person making the transmission shall use the below listed corresponding names or words in place of the character.

- | | | |
|-----------|-----------|----------|
| A Adam | H Henry | O Ocean |
| B Boy | I Ida | P Paul |
| C Charles | J John | Q Queen |
| D David | K King | R Robert |
| E Edward | L Lincoln | S Sam |
| F Frank | M Mary | T Tom |
| G George | N Nora | U Union |

V Victor
W William

X X-ray
Y Young

Z Zebra

3.2 Authorized “Twelve (12) Code”

This department uses the Oregon State Police “12 Code” form of communications. The following “codes” may be used in lieu of plain language when appropriate.

- | | | |
|-----|---------------|---|
| 1. | “Code one” | Response w/o lights or siren. |
| 2. | “Code two” | Response w/lights only. |
| 3. | “Code three” | Response w/lights and sirens. |
| 4. | “Code four” | No assistance needed. |
| 5. | “Code six” | Out on investigation. |
| 6. | “Code seven” | Out of service – meal break. |
| 7. | “Code eight” | Out of service – coffee break. |
| 8. | “Code nine” | Out of service – residence. |
| 9. | “Code 11” | Security check |
| 10. | “Code twelve” | Notify Deputy Medical Examiner. |
| 11. | “Code 100” | Using the bathroom – unable to respond immediately. |
| 12. | “12-1” | In service |
| 13. | “12-2” | Out of service |
| 14. | “12-3” | Return to office |
| 15. | “12-4” | Call by telephone |
| 16. | “12-5” | Repeat message |
| 17. | “12-6” | Make contact at |
| 18. | “12-7” | Check Veh Reg |
| 19. | “12-8” | Check Veh Reg and R.O. |
| 20. | “12-9” | Check P.U.C. |
| 21. | “12-10” | Check O.D.L. |
| 22. | “12-10A” | No O.D.L. (Suspended or Revoked) |
| 23. | “12-11” | Physical from O.D.L. |
| 24. | “12-12” | Unable to copy transmission |
| 25. | “12-13” | Prepare to copy transmission |
| 26. | “12-14” | Relay to Station |
| 27. | “12-15” | Attempt to Locate |
| 28. | “12-16” | Motor Vehicle Crash |
| 29. | “12-16A” | MV Crash – FATAL |
| 30. | “12-16B” | MV Crash – Injury (No ambulance needed) |
| 31. | “12-17” | MV Crash – Injuries (Ambulance needed) |
| 32. | “12-18” | Dispatch ambulance |
| 33. | “12-19” | Dispatch tow truck |
| 34. | “12-20” | Check for Wants - Warrants |
| 35. | “12-20A” | Can subject hear radio? |
| 36. | “12-20C” | Subject has C.C.W. permit |
| 37. | “12-21” | No Wants – Warrants |
| 38. | “12-22” | Prior Misdemeanor Record |
| 39. | “12-23” | Prior Felony Record |

40.	“12-24A”	WANTED – Felony
41.	“12-24B”	WANTED – Misdemeanor
42.	“12-25”	Close Hit – Need more info
43.	“12-26”	Station Out of Service
44.	“12-28”	Suspicious (Circumstances / Person)
45.	“12-29”	Disturbance
46.	“12-30”	Reckless Driver
47.	“12-31”	Intoxicated Driver
48.	“12-32”	Intoxicated Person
49.	“12-33”	EMERGENCY-ALL STATIONS/CARS REMAIN SILENT
50.	“12-34”	Resume normal operations and traffic
51.	“12-35”	Abandoned Vehicle
52.	“12-36”	Unlawful Hunting
53.	“12-37”	Road – Weather Conditions?
54.	“12-40”	Stand – By
55.	“12-41”	Your Traffic??
56.	“12-42”	No Traffic.
57.	“12-43”	Disregard Previous Traffic
58.	“12-44”	MV Crash (Hazardous Materials)
59.	“12-45”	Burglary alarm
60.	“12-47”	Computer Terminal Down
61.	“12-48”	Computer Terminal Up
62.	“12-49”	Death Investigation
63.	“12-50”	Improper Radio Traffic
64.	“12-51”	Sex Crime
65.	“12-56”	No Cover Available
66.	“12-57”	Disabled Vehicle
67.	“12-58”	Narcotic Activity
68.	“12-58A”	Narcotics Stop – Backup Requested
69.	“12-59”	Going to be late – Advise home
70.	“12-60”	Mental Person
71.	“12-65”	ALL UNITS RESPOND – EMERGENT
72.	“12-70”	Limit Radio Traffic
73.	“12-75”	Request to transmit lengthy message
74.	“12-80”	Use Universal Precautions
75.	“12-88”	Off Duty – At Station
76.	“12-94”	No Assistance Needed
77.	“12-96”	High risk contact (location and license)
78.	“12-97”	Radio Check?
79.	“12-98”	Need Assistance – Not Emergent
80.	“12-99”	NEED HELP NOW!!

C. *Radio traffic during any emergency when an Incident Command System is in place.* The ability to communicate within ICS is absolutely critical. Using standard or common terminology is essential to ensuring efficient, clear communications. ICS requires the use of

common terminology, including standard titles for facilities and positions within the organization.

Common terminology also includes the use of “clear text” –that is, communication without the use of agency-specific codes or jargon. In other words, use plain English.

BY THE ORDER OF

CHIEF OF POLICE

Appendix D. Coos County Emergency Communication System Policy

1. Order of Preference for Interagency and County Use

1.1 Telephone, both landline and cellular, will be considered the primary communication media for administrative support. Two-way radio systems, used on a daily basis, will be used for operations.

1.2 Cellular phone companies will be requested to bring in emergency cellular phone banks and have adequate cellular phone use dedicated exclusively to public sector use. Satellite telephone technology might also be requested.

1.3 If telephone service is out, and until telephone service can be restored, Coos County Emergency Management will communicate with cities, the state, and other emergency services providers using public safety radio. However, the public safety radio system may be widely impacted due to its dependency on telephone line connection between sites. (See list of Coos county emergency responder frequencies in the “Resource Directory”.) Depending on which sites could be impacted, this should allow communication between all existing emergency response agencies, including all Coos County Fire Districts, Police Departments, the Sheriff’s Office, ODOT, OEM, cities, the 911 centers, and any other agency tasked with performing County Emergency Management Plan functions.

1.4 For those who need to be in the emergency communication network, but who do not normally have a public safety radio in their possession, Coos County Emergency Management will attempt to provide a limited number of portable radios, chargers, and batteries. The ARES/RACES volunteers may be utilized for this purpose also, particularly to establish and maintain communication with shelters for the public and the Red Cross.

2. Order of Preference for Communication to the Public

2.1 Commercial radio, television, and newspaper – Coos County Emergency Management will be responsible for gathering status reports from utilities, emergency services providers, ODOT, and OEM and then providing that information to the media on a periodic basis through the function of the Public Information Officer.

2.2 A telephone number will be publicized and dedicated to the public for reporting non-emergency damage to their homes and community for FEMA and other cost recovery reporting. This telephone will be staffed until no longer needed.

2.3 If power is out, the primary communication system with the public will be commercial radio/television (EAS stations) that are powered by generator and

received on battery powered personal radio/TV's. As an alternative, most cars have radios which are adequately powered for some time by car battery.

2.4 Fire stations could possibly serve as local community aid centers, providing and gathering, disseminating and transmitting information via direct contact with the public and via public safety radio with the Coos County Emergency Operations Center (EOC) and Coos County Dispatch.

2.5 As recovery occurs, we will eventually return to the use of telephones, both for public agencies and private citizens.

Appendix E. Emergency Alert System (EAS)

1. Purpose

The purpose of the South Coast Operational Area Emergency Alert System Plan for Coos and Curry counties is to protect the lives, health and property of its citizens by distributing emergency communication messages to all the citizens via all available broadcast media and all cable system channels at the request of local, state, and federal officials.

The plan is intended to provide information and assistance for those media outlets in the South Coast Operation Area.

It is designed to operate as part of the Oregon State EAS Operation Plan. Each station should have a copy of the Oregon State Operational Plan.

Coos County has the ability to function without the participation of Curry County should they choose to not participate, although the joint plan has been developed at the request of the state EAS coordinator.

2. Introduction

This South Coast Emergency Alert System (EAS) Plan was developed with the cooperation of the South Coast Local Emergency Communications Committee (LECC). This system operates with the cooperation of the Coos and Curry County's Emergency Management, Sheriff's offices, various public safety agencies, broadcasters, and cable operators.

The authorized officials of City and County agencies can activate the EAS. It can be activated on a day to day, 24 hour basis to respond to emergencies such as civil emergencies, flood, evacuation requests, or any other occurrence that poses a threat to the lives, health, and property of its citizens.

Acceptance of, or participation in, this plan shall not be deemed as a relinquishment of program control and shall not be deemed to prohibit a broadcast or cable operator from exercising their independent discretion and responsibility in any given situation. Those broadcast and cable systems originating emergency communications shall be deemed to have conferred rebroadcast authority. The concept of management of each broadcast station and cable system to exercise discretion regarding the transmission of emergency information and instruction to the general public is provided by rules established by the Federal Communications Commission, Washington D.C.

3. Operational Area

The South Coast Operational Area includes the complete area of both of Coos and Curry Counties. *Keep broadcast message(s) under two minutes or the message will NOT go out.*

Key EAS Stations

LP 1	KYTT – K-Light
Station Contact:	Rick Stevens
Telephone:	
Broadcast Hours:	24
Communication Links:	AP wire, satellite, and Internet DSL connection
Emergency Power:	Yes
LP 2	KCBY-TV
Station Contact:	Tim Novotny
Telephone:	
Broadcast Hours:	20
Communication Links:	Microwave, Internet – owned by Fisher – KVAL in Eugene
Emergency Power:	Yes
Monitoring Station	National Weather Service
Station Contact:	Ryan Sandler
Telephone:	
Broadcast Hours:	24
Communication Links:	N/A
Emergency Power:	Yes
Monitoring Station	KDCQ – K-DOCK
Station Contact:	Stephanie Kilmer
Telephone:	
Broadcast Hours:	24
Communication Links:	AP wire, satellite, and Inter DSL connection
Emergency Power:	Yes
Monitoring Station	KMHS – Marshfield High School
Station Contact:	Steve Walker
Telephone:	
Broadcast Hours:	24
Communication Links:	Cable and Radio
Emergency Power:	No
Monitoring Station	KSHR, KBDN, KWRO, KJMX, KBBR, KACW, KOOS, KHSN – Bi-Coastal Media
Station Contact:	Mike O’Brien
Telephone:	
Broadcast Hours:	24
Communication Links:	Satellite and DSL Internet Connection
Emergency Power:	Yes

4. Authority

This plan is developed under the following authority:

- Title 47 “Code of Federal Regulations” Parts 11, FCC Rules and Regulations – Emergency Alert System
- Title 47 “Code of Federal Regulations” Parts 151, 154 (1) & (o), 303 (r), 524 (g) & 606

Acronym Glossary

EAS – Emergency Alert System

EOC – Emergency Operation Center

LP 1 – First Local Primary EAS Station

LP 2 – Second Local Primary EAS Station

NOAA – National Oceanic Atmospheric Administration

NWS – National Weather Service

LECC – Local Emergency Communication Committee

FCC – Federal Communication Commission

MHz – Megahertz

VHF – Very High Frequency

RMT – Required Monthly Test

RWT – Required Weekly Test

UPI – United Press International

AP – Associated Press

5. EAS Monitoring Sources

There are four main sources for the South Coast Operational Area EAS messages. They include the national, state, and local levels and the National Weather Service. To distribute these messages, the following are available for monitoring:

	Designation	Source	Frequencies
1	Local (LP-1) Local (LP-1) Translators	KYTT -FM	98.7 MHz
2	State (SP-1)	KOBI-TV KWAX-FM	Channel 66 91.1 MHz
3	KYTT monitors	KOBI-TV	Channel 13
4	Gold Beach	KYTT translator	105.5FM
5	Brookings	KYTT translator	106.3 FM

ESF 2. Communications

6	NOAA Weather Radio	KIH-32 Coos Bay WNG-596 Port Orford	162.400 MHz 162.425MHz
7	Local Relay Network	Coos County Sheriff's Office	460.2375 465.23750
	Coos County	EOC/Dispatch	To be established

All radio and television stations and cable companies will need to monitor the sources as designated in Tab 4 of the Oregon State EAS Plan. Two are required and others are optional but recommended for full operational readiness.

National Messages

The White House generates messages. They are then routed through the radio and television and cable networks to the “State Entry Point” which is KOPB-TV in Portland. The EAS messages are then routed to the Oregon Public Broadcasting, Southern Oregon Broadcasting, and the KWAX-FM microwave networks to the entire state. Locally, KOB-TV and KWAX-FM serve as the sources for national messages for the South Coast operational area. They will stay in the automatic mode full time and relay any EAS messages coded the entire country (000000).

State of Oregon Messages

These messages are generated at the State of Oregon Emergency Communications Center in Salem. They are routed to the Portland studios of Oregon Public Broadcasting - KOPB-TV. The EAS messages are then routed to the Oregon Public Broadcasting network. They are relayed by KWAX-FM and KOB-TV. They will stay in the automatic mode full time and relay any EAS messages coded the entire state (041000).

Weather

The National Weather Service operates the NOAA transmitter from Noah Butte in Coos Bay. Monitoring this service will deliver all the weather emergencies they generate.

South Coast Operational Area Messages

The network hub for the Coos County Operational Area is the “Coos County Sheriff’s Office Communication Center” at the Coos County Courthouse in Coquille. The 911 center for Curry County will access this center via phone line dial up connection.

6. Authentication

EAS can only be activated by Coos County through the Sheriff’s Office/ Emergency Management, therefore, upon request from other agencies, an authentication process must be utilized. When being asked by other agencies to active the EAS, the call will come either into the dispatch center or the Emergency Management Office. At that time the name, agency, and return number will be taken. The person receiving the request will then place a call back to the requesting agency for verification of the request. Once verification has been received then the EAS will be activated.

Note: National Weather Service (NWS) warnings received via NOAA Radio, AP, Reuters and UPI wire do not require authentication. NWS sources can be monitored optionally after the LP-1 station.

7. Test Scheduling

7.1 Required Weekly Tests (RWT)

Each station and cable system is required to broadcast a “weekly test” (RWT) to test their equipment. This is an internal test that verifies the operational readiness of the EAS equipment, relay networks, and monitoring assignments. These tests must be conducted once per week at random times and random days. After much review by the state SECC committee and the FCC field enforcement office, it has been concluded that the minimum frequencies for EAS testing is once each 6 day period.

7.2 Required Monthly Tests (RMT)

The RMT’s are done 12 times a year. The tests alternate between day hours and night hours every other month. Even numbered months (February, April etc.) are required to be aired between local sunset and 8:30 a.m. These tests are generally generated by the State Office of Emergency Management in Salem Oregon and distributed by the State Relay Network. Odd numbered months (January, March, etc.) are to be aired between 8:30 a.m. until local sunset. These tests are generally reserved for local municipalities within the South Coast Operational Area to generate. The Oregon State EAS Plan requires that a schedule is published six months prior to broadcast. The tests must meet these requirements.

- They must occur during the first full seven-day broadcast week of each month. A broadcast week is Monday through Sunday. The first through the seventh must occur on the first Monday of each month. In the event of a failure with the test, the state plan allows a make-up test six to seven days after the original scheduled test.
- The times scheduled are done with cooperation and consensus with local broadcasters. This allows stations to make the time available during their commercial schedules.

Required Monthly Tests (RMT)

Month	Time	Day	Hours	Code	Source
January	Day	Monday	8 a.m. and Local Sunset	RMT	County
February	Night	Monday	Local Sunset and 8 a.m.	RMT	OEM
March	Day	Monday	8 a.m. and Local Sunset	RMT	County
April	Night	Monday	Local Sunset and 8 a.m.	RMT	OEM
May	Day	Monday	8 a.m. and Local Sunset	RMT	County
June	Night	Monday	Local Sunset and 8 a.m.	RMT	OEM
July	Day	Monday	8 a.m. and Local Sunset	RMT	County
August	Night	Monday	Local Sunset and 8 a.m.	RMT	OEM
September	Day	Monday	8 a.m. and Local Sunset	RMT	County
October	Night	Monday	Local Sunset and 8 a.m.	RMT	OEM
November	Day	Monday	8 a.m. and Local Sunset	RMT	County
December	Night	Monday	Local Sunset and 8 a.m.	RMT	OEM

7.3 Logging

Each radio station and cable company is required to log all EAS activity in the “station log”. To assist this logging procedure and to provide feedback to assist any troubleshooting, the LP-1 station shall at intervals publish their EAS activity via e-mail. Each recipient of EAS messages can be included on the “EAS South Coast” re-mailer so they will be able to receive these reports.

8. Implementation

The local LECC EAS Chair has the following responsibilities:

- To submit the local EAS plan for the South Coast Operational Area approved by the local committee to the State Emergency Communications Committee (SECC) for approval.
- Maintain the plan and facilitate any changes made to the plan and keep the information current.
- Plan for an informal annual meeting of the South Coast Operational Area to discuss the performance of the system, suggest changes and coordinate them with the SECC.
- Facilitate changes to the plan so participating persons have the most current copy of the plan containing any approved changes.
- Distribute copies of the plan to all participating persons involved with the EAS system.

9. Activation Checklist for County Officials

To be used currently – prior to installation of equipment

Request for activation of the EAS other than County EM:

1. _____ Call Coos County dispatch at 911 or
2. _____ Identify yourself
3. _____ Request Activation of EAS
4. _____ Describe the Emergency
5. _____ Give the phone number of your location
6. _____ Provide specific instructions for public
7. _____ Keep the line open if appropriate
8. _____ Once Authentication has been received: (page 6)
9. _____ Call LP 1 - Rick Stevens and/or K-Light Radio at the following numbers – OR
LP 2 – KCBY-TV, Tim Novotny at the following numbers –

Once the EAS equipment has been installed into the Coos County Dispatch Center - Follow the steps outlined on page 14 Section 4 of this appendix “Activate the Emergency Alert System”.

All EAS activation for the South Coast Operational Area is generated within the “Coos County Emergency Management Office”. Through the use of a telephone modem that interfaces with the counties EnDec unit, the various public safety officials in the county first contact the Sheriff’s Office dispatch. Once verified by the operators they are then transferred via the telephone modem to the areas EAS EnCoder. Using the keypad on their telephone generates the messages. In the event of a telephone system failure, a cell phone system is also employed.

10. Approval

This plan along with the Oregon State Plan must be submitted to the FCC for final approval. It becomes final upon: Approval by Local Coordinators and Officials and Approval by the SECC

The plan is coordinated with and distributed to all designated officials and broadcast stations mentioned in this plan. This South Coast Operational Area Emergency Alert System Plan for Coos and Curry Counties is approved by:

_____	_____
Chairperson – Coos County Commissioners	Date
_____	_____
Chairperson – Curry County Commissioners	Date
_____	_____
Program Manager – Coos County Emergency Management	Date
_____	_____
Program Manager – Curry County Emergency Management	Date
_____	_____
Manager – KYTT Radio	Date
_____	_____
News Director or Manager – KCBY-TV	Date
_____	_____
National Weather Service	Date

Section 1. Sample Scripts

NOTE: All messages must be two minutes or less.

This is a sample of the script that will be aired by public safety officials during a Required Monthly Test.

This station is broadcasting its Monthly Test of the Emergency Alert System. Amber Alerts use the EAS to enlist your help in recovering abducted children. The weather service and local public safety officials use the EAS to inform you of events that pose a threat to your life health and property. When the EAS is activated, information will follow the attention signal you just heard. This message will conclude in 5 seconds.

This is the Coos County Emergency Operations Center conducting a coordinated monthly test of the Emergency Alert System. If this had been an actual emergency such as flooding, earthquake, tsunami, or other situations requiring emergency action or evacuation, official messages would have followed the alert tone.

This concludes this test of the Emergency Alert System.

Pre-Scripts for actual events to be developed.

Section 2. Programming Notes

1. TFT and SAGE Programming Notes

- If you program 041011 or 041015 into your Sage decoder, the software will automatically include the entire state code for Oregon – 041000.
- If you program 041011 or 041015 into your TFT decoder, you must also program in 000000 for the United States and 041000 for the entire State of Oregon.

2. Sage Units and Weather Input

- Input 3 on the four-channel unit and inputs 3 and 5 on the 6 channel units have custom filters for the NOAA weather radio. They are designed to remove the 1050 Hz tone that still accompanies the weather radio's emergency message.

Section 3. Programming

Decoders used in the South Coast Operational Area

Note: To be utilized once the equipment has been installed.

The following are tables used to help you set-up and program your EAS unit and configure it for use in this operational area.

1	Set Date and Time	Set to Local Time	
2	Time Zone	8 Hours from UTC Time	
3	Daylight Savings Time	Enable	
4	Set ORG Code	EAS	
5	Set Station FIPS Code	041011 is Coos County/ 041015 is Curry County	
6	Set Identification Code	There are only 8 characters in this field. Pick your first two call letters, the remainder will be assumed that it is you.	
7	Set Duration	8 seconds	
8	Select Events to Auto-Forward	RMT - Required Monthly Test	Local & State
		EAN - Emergency Activation	National
		EAT - Emergency Termination	National
		CEM - Civil Emergency	Civil
		EVI - Evacuation Immediate	Civil
		FFW - Flash Flood Warning	Weather Service
		TOR - Tornado Warning	Weather Service
		TSW - Tsunami Warning	Weather Service
		CAE - Child Abduction Emergency	State Relay Net
9	Locations to Forward	000000 - United States	
		041000 - State of Oregon (Note: 2)	
		041011 - Coos County	
		041015 - Curry County	

Section 4. Activation of the County EAS Equipment

Note: Equipment to be installed in the Coos County Dispatch Center. Activation Instructions to be followed once the EAS equipment has been installed into the Coos County Dispatch Center:

1. Send an Alert with an EAS Header and a Live Voice Announcement (5.10.3)

This command transmits an EAS header and attention signal, then gives the remote user live voice access to the transmitter connected to the EAS 911. At the conclusion of the voice announcement, the announcer **MUST** send an End Of Message (EOM) as in 5.10.5, below. After dialing the EAS 943's phone number and hearing the beep response, enter the access code (the access code to be determined at the time of installation of the EAS equipment into dispatch) (record your access code in the three blank squares below) then 42# and the Event, Location, and Duration codes as shown below.

*, ____ ____, 4 2 #, 2-Digit Event Code #, Location #, Duration #, Live Voice #

Multiple locations are permitted. Do not separate locations with #; enter the # after the last location. The system will respond with one beep, then transmit the header and two tone attention signal, then connect the remote phone to the transmitter.

You may now enter your Live Voice Announcement to be no longer than two minutes.

2. Send an End of Message (EOM) (5.10.5)

An EOM is *required* at the end of every EAS alert message. The system transmits EOMs automatically except when live voice announcements accompany an alert. The Send EOM command must follow each live EAS voice announcement.

Enter the access code (record your access code in the three blank squares below) then 4 3 #.

*, ____ ____, 4 3 # The system will respond with a beep, then transmit the EOM.

3. Cancel an Entry (5.12.1)

Pressing the # sign twice will cancel an entry and permit a new or corrected command to be entered. This command will not terminate the call. # # (The system responds with a beep then cancels all entries.)

4. Reset the EAS 911 (5.12.2)

This command will cause the EAS 911 to terminate any alert activity immediately. The EAS 911 will return to the Ready mode and display the date and time. Enter the access code (record your access code in the three blank squares below) then **9 1 #**.

* , ____ ____ ____ , 9 1 # The system will respond with a beep, then transmit the header, Attention Signal, voice message and EOM.

Section 1. Monthly Warning Drill Coos County Dispatch

Date: _____

This test will be given once a month at unannounced times.

- Patch the Law 1, Law 2, Fire, and Highway (county) frequencies together using simul-cast.
- Push the ALERT tone for 5 seconds.
- Announce that “This is a Coos County Warning Test, please stand-by for roll-call.”
- Push ALERT tone again for 5 seconds.
- Go through the roll-call list below and record times of acknowledgement.
- Upon completion of the roll-call, announce that the test is completed at what ever time it was completed.
- Call K-Light Radio Station – our LP 1 (local primary) for our EAS (Emergency Alert System) and advise them of the test and time it was terminated.

RADIO TIME ACKNOWLEDGED:

Coos Bay Police/Fire /	Coquille Police/Fire /	Bandon Police/Fire /
North Bend Police/Fire /	Myrtle Pt Police/Fire /	Powers Police/Fire /
Bridge Fire	Hauser Fire	Charleston Fire
Lakeside Fire	North Bay Fire	Sumner Fire
Greenacres Fire	Millington Fire	Dora-Sitkum Fire
Tribal Police	CC Road Department	Fairview Fire
Coos Co Public Health		

Roll Call Completed: _____

TELEPHONE ACKNOWLEDGED:

KYTT 269-2022 Name of person at KYTT: _____
 (K-Light Radio) Name of person Time

Time Roll-Call Test Completed: _____

Upon completion of this form it is to be forwarded to the Emergency Management Program Coordinator.

Name of Communication staff giving the test: _____

Name of Supervisor on duty: _____

Appendix F. Warning

1. Purpose

The purpose of this annex is to outline the process for the warning of key local officials and the public of an impending major emergency or disaster.

2. Situation and Assumptions

2.1 Situation

Key government officials and critical workers must be notified and the public warned, as possible/appropriate, whenever a major emergency threatens or occurs. Warning capabilities and responsibilities need to be outlined to ensure that rapid alerting and accurate dissemination of emergency information is accomplished.

2.2 Assumptions

2.2.1 A warning period will be available for many emergency situations, although the amount of lead time will vary from hazard to hazard.

2.2.2 Warnings may be initiated by higher authority (state and federal government) through use of the National Warning System (NAWAS) whenever a large area may be threatened by a major emergency, e.g., terrorist attack or severe weather conditions or from the occurrence of the event itself, e.g., earthquake or explosion. Other methods of notification are the Law Enforcement Data System (LEDS), teletypes, and Justice Information Network.

2.2.3 Telephone, to the extent possible, will be considered the primary system for notification of key officials and critical workers. The fax is also used for notification when lead time is available.

2.2.4 The electronic media will be considered the primary for providing warning and emergency information to large numbers of the affected population, both through news bulletins and the Emergency Alert System (EAS) broadcasts. Understanding the EAS is activated manually from the local primary station located in Coos Bay. (Refer to the EAS appendix E for more detail on activation of EAS.)

2.2.5 The utilization of sirens, where applicable, will also be utilized for providing warning and emergency information to large numbers of the affected population more specifically for flood and/or tsunami.

3. Concept of Operations

3.1 General

Existing communication systems available at the time of a major emergency shall be used for the dissemination of emergency information and warning. The warning function for Coos County requires a coordinated effort between the

various levels of government and numerous politically independent agencies as outlined below.

3.1.1 Communications Center/Public Safety Answering Point (PSAP)

Coos County 911 Communications Center is one of two primary PSAP for the county. The second is Coos Bay Police Department Dispatch. These two points serve as the warning points for Coos County by receiving and dispatching calls for service to all public safety agencies based in Coos County. North Bend Police Department dispatch has been identified as a secondary warning point.

3.1.2 County

3.1.2.1 County Emergency Management

The Emergency Management Office, in coordination with both PSAP's, is responsible for outlining the inter-governmental warning process and once notified or aware of a major emergency or hazard for ensuring that the necessary dissemination of emergency information is occurring throughout the county to all levels of government and citizens that may be adversely affected by the hazard.

3.1.2.2 Sheriff's Office

The Sheriff's Office, as a public safety emergency response agency, is responsible for development and implementing procedures to warn the general public in the unincorporated areas of the county and any cities by agreement.

3.1.3 Incorporated Cities

3.1.3.1 Cities with EOPs

Cities maintaining their own Emergency Operations Plan (EOP) are responsible for developing, maintaining, and implementing a warning annex and procedures to implement the warning function for their jurisdiction once the message is received.

3.1.3.2 Cities without EOPs

Cities without an EOP will utilize the County Warning Function Appendix F as a guideline and work with local public safety agencies or the Sheriff's Office, by agreement, in developing, maintaining and implementing warning procedures for their jurisdiction.

3.1.4 Fire Protection District

As a public safety emergency response agency, fire personnel are constantly on the scene as first responders and may have to implement local warning procedures for municipalities without public safety capabilities or assist in the process with those that do.

3.1.5 Support Agencies

3.1.5.1 Support Agencies and Volunteer Groups

Support agencies and volunteer groups may provide assistance in the dissemination of warning information, especially to special populations, i.e., seniors, disabled, non- English speaking, etc.

3.1.5.2 Coos County ESD

The Coos County Education Service District (ESD) can provide direct assistance in warning Coos County School Districts, who in turn, would warn the schools within their districts.

3.1.6 State Government

3.1.6.1 State Issued Warnings

State officials may issue warning information as a result of severe weather warnings or watches, or any major incident which may affect a large area. Such information may be transmitted over the National Warning System (NAWAS) or the Law Enforcement Data Systems (LEDS) or other means to local communication centers and police departments and may be broadcast over the EAS to the public.

3.1.6.2 OERS Notification

The Oregon Emergency Response System (OERS) will be notified of major incidents requiring public warning and will assure that appropriate state and federal agencies are notified.

3.1.7 Federal Government

Warning information may be initiated by federal officials and disseminated over NAWAS or EAS to the public. This information may include attack warnings, severe weather warnings, or other incidents which threaten a large area.

3.2 Dissemination of Emergency Information

The receipt and dissemination of warning information may utilize any or all of the following methods:

3.2.1 National Warning System (NAWAS)

The National Warning System (NAWAS) is a nationwide private telephone communication system funded by FEMA, which originates at the National Warning Center at Colorado Springs, Co (NORAD). The system has “drops” (telephone instruments with loudspeakers) located at strategic locations within each state. Each state, in turn, controls a system connecting the state with warning points in each county. Coos County’s NAWAS line is located in the Coos County 911 Communications Center and is monitored in a 24/7 basis.

3.2.2 Emergency Alert System (EAS)

The Emergency Alert System is composed of AM, FM, and TV broadcast stations and non-government industry utilities operating on a voluntary, organized basis

during emergencies at national, state, and local levels. It provides for the alerting of participating stations, dissemination of standard emergency information, and/or termination of non-emergency station activities until the emergency subsides.

The South Coast Emergency Alert System (EAS) Plan was developed with the cooperation of the South Coast Local Emergency Communications Committee (LECC). This system operates with the cooperation of the Coos and Curry County's Emergency Management, Sheriff's Offices, various public safety agencies, broadcasters, and cable operations.

The authorized officials of the County can activate the EAS. Should a city within the county need to activate the EAS, they must place the request to the County. It can be activated on a day to day, 24 hour basis to respond to emergency such as civil emergencies, flood, evacuation requests, or any other occurrence that poses a threat to the lives, health, and property of its' citizens.

Currently, the EAS is activated through the local primary radio station (K-Light Radio) manually by personally activating the equipment located at the station in Coos Bay. (For further activation information refers to the EAS annex.)

3.2.3 Media

The print and electronic media can provide an effective method of disseminating emergency information. Community newspapers are effective in providing detailed self-help information in slow-developing emergency situations, i.e., inclement weather, drought, etc. The electronic media can be helpful in issuing bulletins to inform the public of emergency conditions with or without formal activation of the EAS.

3.2.4 Sirens

Coos County has no county-wide siren warning system. However, some fire departments, cities, water treatment plants have installed sirens for specific warning devices to utilize during impending disasters or events. A tsunami sub-committee has been established to work on issues of standardized siren testing and activation.

3.2.5 Public Address Systems

Most police and fire vehicles are equipped with public address systems which may be used for warning the public in localized emergencies. These would be effective as an alternative to door to door notification in small areas with limited populations. In most cases, the public should be instructed to tune into local television or radio for emergency information.

3.2.6 Door to Door Warning

In some emergencies, the most effective method of warning may be door to door contact. If time and emergency conditions allow, emergency service workers and volunteers can go door to door advising people of emergency instructions. This

system would be effective only in those types of emergencies affecting limited areas and populations. Care must be given to keeping unprotected workers from entering hazardous areas to disseminate warning information.

3.2.7 Special Populations

Groups working with special populations may assist in the dissemination of emergency information to such groups as the hearing impaired, non-English speaking, physically handicapped, homebound, etc. Schools, hospital, and nursing homes should have emergency plans adequate for slow-developing emergencies. Immediate, life-threatening emergencies, such facilities, including parks and campgrounds, should be contacted at the direction of the Incident Commander or other responsible key officials.

3.3 Direction and Control

3.3.1 Executive Actions

In emergency situations posing an immediate threat to life, any public safety official in the county serving as an Incident Commander or any other authorized public official may issue emergency information or warning by the most effective means. Such officials shall notify County Emergency Management as soon as possible to facilitate further notifications and actions, as required.

3.3.2 Coordination

Overall coordination of the emergency information and warning process will be exercised from the Emergency Operation Center (EOC) when activated.

4. Organization & Assignment of Responsibilities

4.1 Organization

4.1.1 Each county department shall respond in accordance with their role in the County Emergency Management Organization as identified in the County Emergency Operations Plan (EOP) and/or this appendix.

4.1.2 Other jurisdictions should work within the framework identified by their respective EOP's or the County's EOP, as appropriate.

4.2 Task Assignments

4.2.1 Mitigation and Preparedness

4.2.1.1 Coos County 911 Communication Center

As one of two Coos County's P.S.A.P., Coos County 911 Communication Center has the following responsibilities:

- Establishing and maintaining procedures for implementing the warning function to notify those agencies and departments identified in the Warning Notification List.
- Monitor and receive tests on the National Warning System (NAWAS) on a regular basis.

- Participating in annual drills and exercises to test the warning process.

4.2.1.2 County

- Emergency Management -
 - To update on annual or as needed bases the Warning Notification List utilized in all-hazard events.
 - To update on an annual bases through committee the local EAS plan for the South Coast Operational Area.
 - To oversee the EAS network through local broadcasters and to establish and maintain equipment within the EOC/dispatch center for activation of the EAS.
- Sheriff's Office
 - The Sheriff's Office shall establish and maintain procedures for delivery of warning messages to the public and others, as necessary, in the unincorporated areas and any city by agreement.
- Other County Departments
 - Each county department head shall pre-identify workers critical to emergency operations and develop and disseminate procedures for notification and recall of them through the Human Resources Department.
 - Each county department head shall develop policy and procedures, in conjunction with Emergency Management, for the diversion or release of workers not critical to their department emergency operations to assure the most effective use of the county personnel.

4.2.1.3 Incorporated cities

City officials are responsible for ensuring that agreements and procedures outlining the warning process are in place and that current notification information (names, telephone numbers, etc.) is provided and maintained. Procedures for warning the general public, schools, hospitals, etc. within each jurisdiction needs to be established and maintained.

4.2.1.4 Fire Districts

Each fire district is responsible for establishing and maintaining procedures for delivering warning messages to the public, schools, and hospitals within their jurisdiction or other overlapping jurisdictions by agreement.

4.2.2 Response

4.2.2.1 Coos County 911 Communication Center

- Implements the warning process through use of the Warning Notification List as emergency messages are received, including notifying other communication centers, as may be necessary.
- Activation of the EAS as directed.

4.2.2.2 County

- Coos County Emergency Management Office is responsible for further distribution of warning/emergency information to county agencies once notified of the event to help ensure that the necessary flow of information is occurring throughout the county to include activation of the EAS.

The process for response to an emergency incident or for passing of information by the Emergency Management Office or the designated representative is outlined in Appendix A – Warning Notification List.

- Coos County Sheriff's Office is responsible upon receipt of the emergency message from the 911 center, the Sheriff's Office will use all available means to communicate warning messages to the public in the unincorporated areas and any city by agreement, including, but not limited to, sirens, door to door notification, loudspeakers on vehicles, and EAS as necessary.
- Other County Department heads shall notify and recall employees critical to emergency operations. A decision shall be made as soon as practical, in conjunction with the Board of County Commissioners and the Emergency Management Office for emergency assignment or release of employees not critical to departmental emergency operations if departments are not able to conduct route business. Such "non-critical" employees shall be notified as soon as possible of their need to report to work as normal, of an emergency assignment, or of release until further notice.

The notification may be done by EAS announcement if telephone service is not available.

4.2.2.3 Incorporated Cities

Each jurisdiction is responsible for further distribution of emergency information once notified by the 911 center, unless there are pre-existing agreements for the 911 center to assist in notifying schools, hospitals, etc. Police and Fire Departments shall be utilized to notify the public, as per established procedures.

4.2.2.4 Fire Districts

Upon receipt of the emergency message from 911 center(s), use all available means to communicate warning messages to the public within their jurisdiction or other overlapping jurisdictions by agreement.

4.2.3 Recovery

4.2.3.1 County Emergency Management shall ensure that the public is informed of recovery operations in progress through the news media.

4.2.3.2 County Emergency Management shall conduct an after action briefing/evaluation on the effectiveness of the warning function throughout the county.

5. Appendix Development and Maintenance

The Emergency Management Office in corporation with Coos County 911 Communication Center is responsible for coordinating the warning function with the specified agencies and updating/revising this appendix as needed. Each agency will develop and maintain standard operating procedures that address assigned tasks.

6. Appended Sections

1. Monthly Warning Drill
2. Warning Notification List