Citizen Patrol Emergency Response Plan (CPERP)

Definitions:

Activate - The action of voluntarily organizing with fellow Citizen Patrol (CP) volunteers for the purpose of assisting in a mission or emergency response situation.

Emergency - An accident or other crisis where people and/or property are in distress. Emergencies are nearly always recognized and declared by local government agencies.

Event - a planned exercise or event requiring the services of any group or a number of groups. For example: Traffic control for the Corbett July 4th festivities, or even a wedding and reception!

Incident - an unplanned emergency or disaster requiring response by one or more emergency response agencies.

Incident Command System (ICS) - A federal system of organization of incident response that can be scaled to any size event of incident.

Incident Commander (IC) - The person in charge of coordinating the response to an emergency. The first person to respond is the IC until someone of higher training appears. In Corbett this will always be the fire chief or his designee as per fire service protocol or the MCSO officer in the area if it is an incident not needing Fire department response. If there is an MCSO officer in the area at the time of the emergency, a joint incident command can be set up. Incident Command triages and prioritizes response activities and resources.

Citizen Patrol Operations Chief - Assigns tasks to CP members and keeps a current list of which CP members are where, their assignments and what capabilities they have.   Works with Incident Command to coordinate CP duties with overall incident response.

Net Control (NC) - Controls the flow of radio messages according to priority and keeps track of where messages come from and where they go. In a busy situation, the NC may have one or more assistants to help with record keeping, and forwarding information to other radio nets or outside agencies.

Mission:

During a state of emergency CP members will assist the MCSO and/or Multnomah County Fire District 14 (herein referred to as "Corbett Fire") in a variety of duties. Some duties may include: staffing the NC or aid stations, conducting general assessments of roads and structures, basic security operations, traffic control and shuttling casualties or supplies.

Plan:

If a large scale emergency or disaster situation occurs east of the Sandy River, within Multnomah County, CP volunteers have the option of participating in the response based upon the circumstances. The decision to activate is a personal one. Some of the factors in the decision making process include: *personal injury, injury to family members, level of personal property damage, level of disaster preparedness and the ability to commute.*

1) Make a decision. Some options include:
   A) Evacuating the area.
   B) Sheltering in place and not activating as a CP member.
   C) Activating yourself in an official capacity as a CP member.
   To activate:
   Contact MCSO Records to log-in <u>if possible</u>. Ask Records if other members have deployed. Advise that you'll be activating and following this plan. Check-in at the main Corbett Fire Station where a Command Post will be established. Contact the on-duty Fire Supervisor and await his/her instructions your assignment(s). <u>The CP falls under the command of Corbett Fire if an MCSO deputy is not there to assume command of the CP.</u>

   AND

   Attempt to contact other CP members via the issued CP radios. Use the telephone as a secondary means of communication if they're operable. Radios are the preferred communication method so that all members have current and shared up-to-date information without the need for a "phone tree" or the relaying of messages. Set up a Citizen Patrol net and create a list of CP members available for activation.

   A) Primary Channel- Corbett Repeater
   B) Secondary- Corbett Simplex 1
   C) Tertiary- Corbett Simplex 2

2) Authorized users of the Corbett repeater and simplex frequencies are primarily for the CP members. However, with proper training other users may include MCSO, MCSO Search and Rescue (SAR), the Corbett School District, the Corbett Fire Department, the Springdale Job Corps and County Roads, Crestview, Menucha, Trout Creek Bible Camps and Camp Angelos. If these agencies can reach Corbett Fire Station on simplex, a separate Command net may be formed to coordinate the

response among the involved agencies. Call Signs will be followed by the user's commonly known first or last name. For example:

Citizen Patrol ("Citizen Patrol Bob" or "Citizen Patrol Jim" etc.)

Fire Department ("Corbett Fire Duane" or "Corbett Fire Phil" etc.)

3) Sample Conversations:

CP member Bob- *"Citizen Patrol Bob does anyone copy?"*

CP member Rhonda- *"This CP Rhonda, go ahead Bob"*

CP member Bob- *"Are you ok Rhonda? I'm heading to the fire station to assume Net Control"*

CP member Rhonda- *"Yes I'm ok but my cars are trapped in the garage. I'll check on my neighbors"*

CP member Bob- *"Ok, keep your radio with you and keep me informed when you can"*

CP member Rhonda- *"Copy that Bob. I'll check-in in about 30 minutes".*

Corbett Fire- *"Corbett Fire Phil to CP Bob"*

CP member Bob- *"This is CP Bob, go ahead Phil"*

Corbett Fire- *"Thank you for assuming Net Control. I need you to be at the fire station ASAP. What's your ETA?"*

4) Meet at a pre-designated rally point (RP). <u>The primary rally point (RP) is the main Corbett Fire Station</u> which has a generator. When at least 2 CP members have met at the fire station, a second RP may be established at the Corbett Safety Action Team (SAT) Office *only* if the two RPs can communicate via radio or another efficient means. The SAT Office currently has 2 large batteries to power the radios, however no generator is available. The Corbett Community Church has also offered to be an aid station for displaced community members.

5) Continue attempted communication with other CP members. THE FIRST PERSON ON THE RADIO WITH A STRONG SIGNAL WILL ASSUME DUTIES AS NC UNTIL THIS DUTY IS RELINQUISHED TO ANOTHER CP MEMBER. CP members will receive training as NC Operators. A good NC operator (as referenced from the Amateur Radio Emergency Service (ARES) Manual) will:
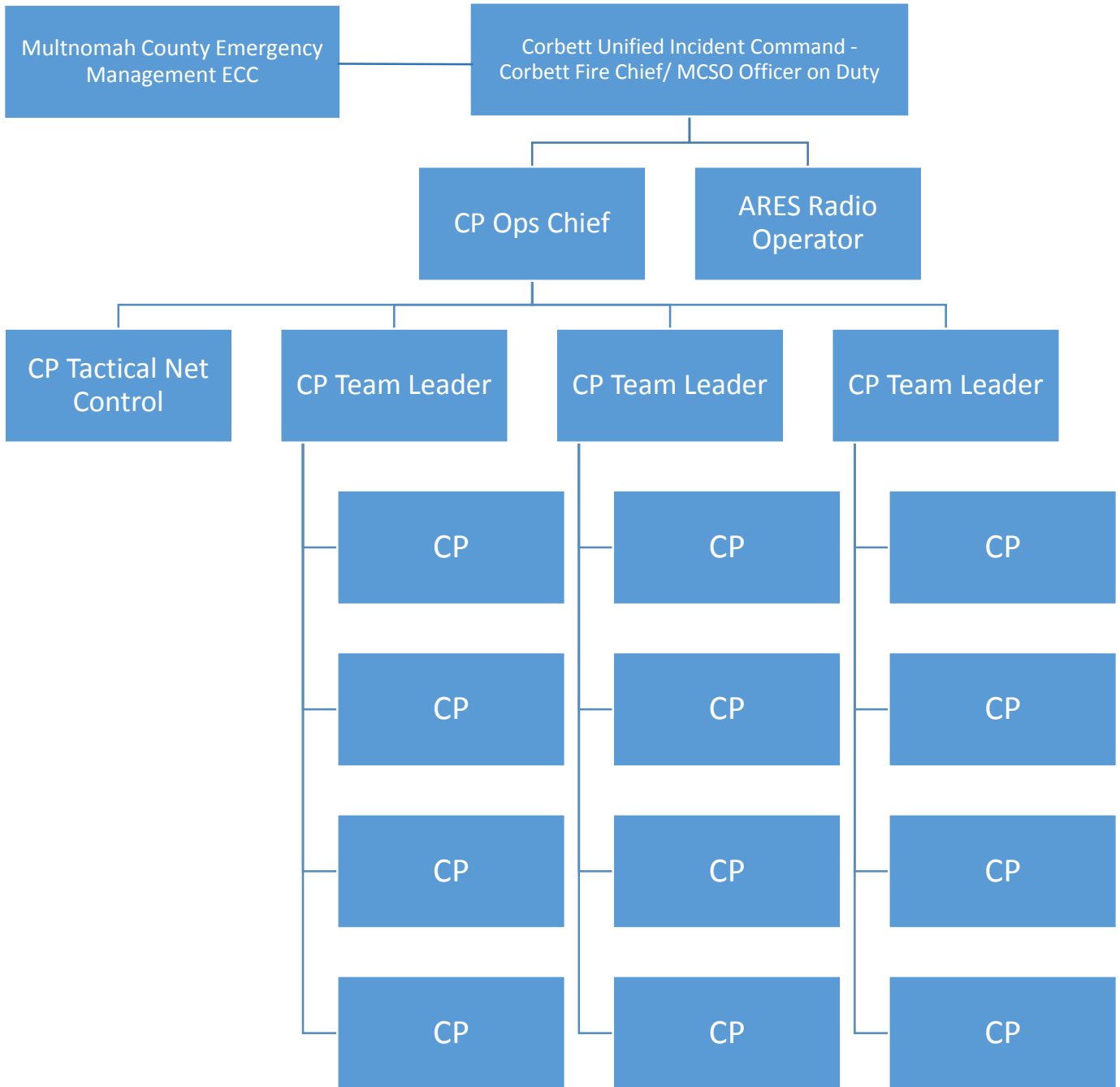
A) Maintain a strong radio signal.

B) Have a clear speaking voice.

C) Work well under stress and multi-task.

D) Listen in a chaotic environment.

E) Write legibly while listening to the radio.

F) Handle physical and mental stress.

G) Have good judgment and the ability to diffuse stressful situations.

H) Have good radio use practices.

I) Work well with others and seek help when needed.

6) The primary duty is to assist Incident Command in support of MCSO and Corbett Fire to protect life and property.

A) CP members announcing updates via the radio to NC will do so in a clear and concise manner to reduce radio "talk time". Filling out the assessment report prior to announcing it on the radio will aid in this process.

B) CP members may contact the NC without the need for a full assessment report when encountering life threatening or highly disruptive situations. Examples include: a person requiring immediate medical care, a trapped person, a fire that endangers the occupants or their neighbors, a rock slide on a dangerous curve. You must be ready with the exact location of the problem.

7) The NC will establish an organized flow of communications by logging and disseminating information in an organized manner. This is best done in the form of a *net*. Visually, the NC is the hub in the middle of a spoke wheel (refer to Diagram 1)

A) NC will communicate to other CP members via the Corbett Repeater on the CP Tactical Net. If the repeater is inoperable, the secondary frequency is Corbett Simplex1 which is the output frequency of the repeater. The tertiary frequency is Corbett Simplext2. *(Still waiting for the repeater frequencies from the FCC)*

B) As other agencies become involved, the Command Net may be operated by someone other than CP (i.e. a HAM radio operator or ARES (Amateur Radio Emergency Services) member).

Only when directed by the Incident Commander, the NC may seek assistance outside of the Corbett community when local resources are overtaxed or depleted. This is typically done by requesting assistance via the appropriate organization as shown in Diagram 1. In an incident

extending beyond Corbett or whenever the MCECC is also activated, these requests will go directly to the MCECC.

ICS Command Structure for Major Event

```
┌─────────────────────────┐        ┌──────────────────────────────┐
│ Multnomah County         │        │ Corbett Unified Incident     │
│ Emergency Management ECC │────────│ Command - Corbett Fire Chief/│
│                          │        │ MCSO Officer on Duty         │
└─────────────────────────┘        └──────────────────────────────┘
                                              │
                              ┌───────────────┴───────────────┐
                      ┌───────────────┐              ┌──────────────────┐
                      │ CP Ops Chief  │              │ ARES Radio       │
                      │               │              │ Operator         │
                      └───────────────┘              └──────────────────┘
                              │
       ┌──────────────┬───────┴───────┬───────────────┐
┌──────────────┐ ┌──────────────┐ ┌──────────────┐ ┌──────────────┐
│ CP Tactical  │ │ CP Team      │ │ CP Team      │ │ CP Team      │
│ Net Control  │ │ Leader       │ │ Leader       │ │ Leader       │
└──────────────┘ └──────────────┘ └──────────────┘ └──────────────┘
                        │                │                │
                   ┌────┴───┐       ┌────┴───┐       ┌────┴───┐
                   │  CP    │       │  CP    │       │  CP    │
                   └────────┘       └────────┘       └────────┘
                   ┌────────┐       ┌────────┐       ┌────────┐
                   │  CP    │       │  CP    │       │  CP    │
                   └────────┘       └────────┘       └────────┘
                   ┌────────┐       ┌────────┐       ┌────────┐
                   │  CP    │       │  CP    │       │  CP    │
                   └────────┘       └────────┘       └────────┘
                   ┌────────┐       ┌────────┐       ┌────────┐
                   │  CP    │       │  CP    │       │  CP    │
                   └────────┘       └────────┘       └────────┘
```

Citizen Patrol Communication Plan
Small Operation with One CP Team
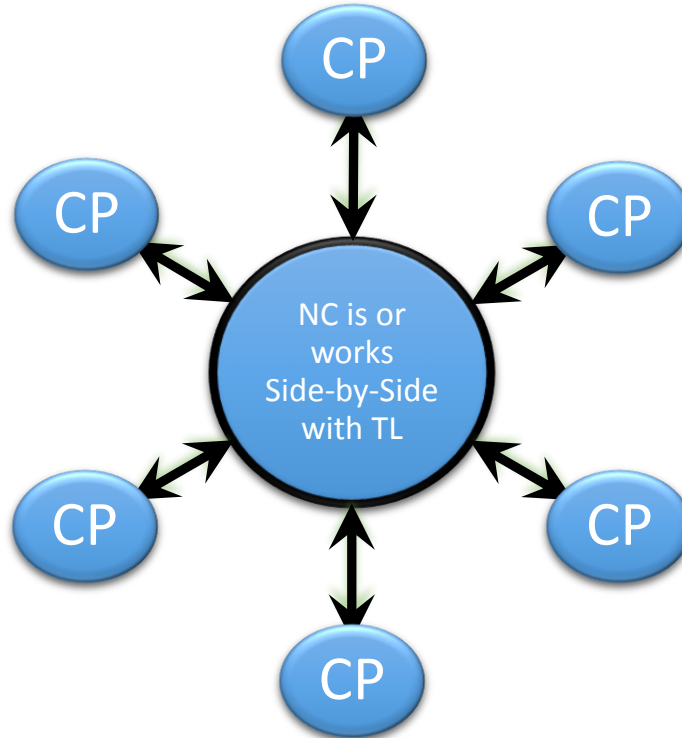
Legend	
CP	Citizen Patrol Member
TL	Citizen Patrol Team Leader
NC	Net Control
↔	VHF Radio
◯	Corbett VHF Repeater

Larger Operation with Several CP Teams
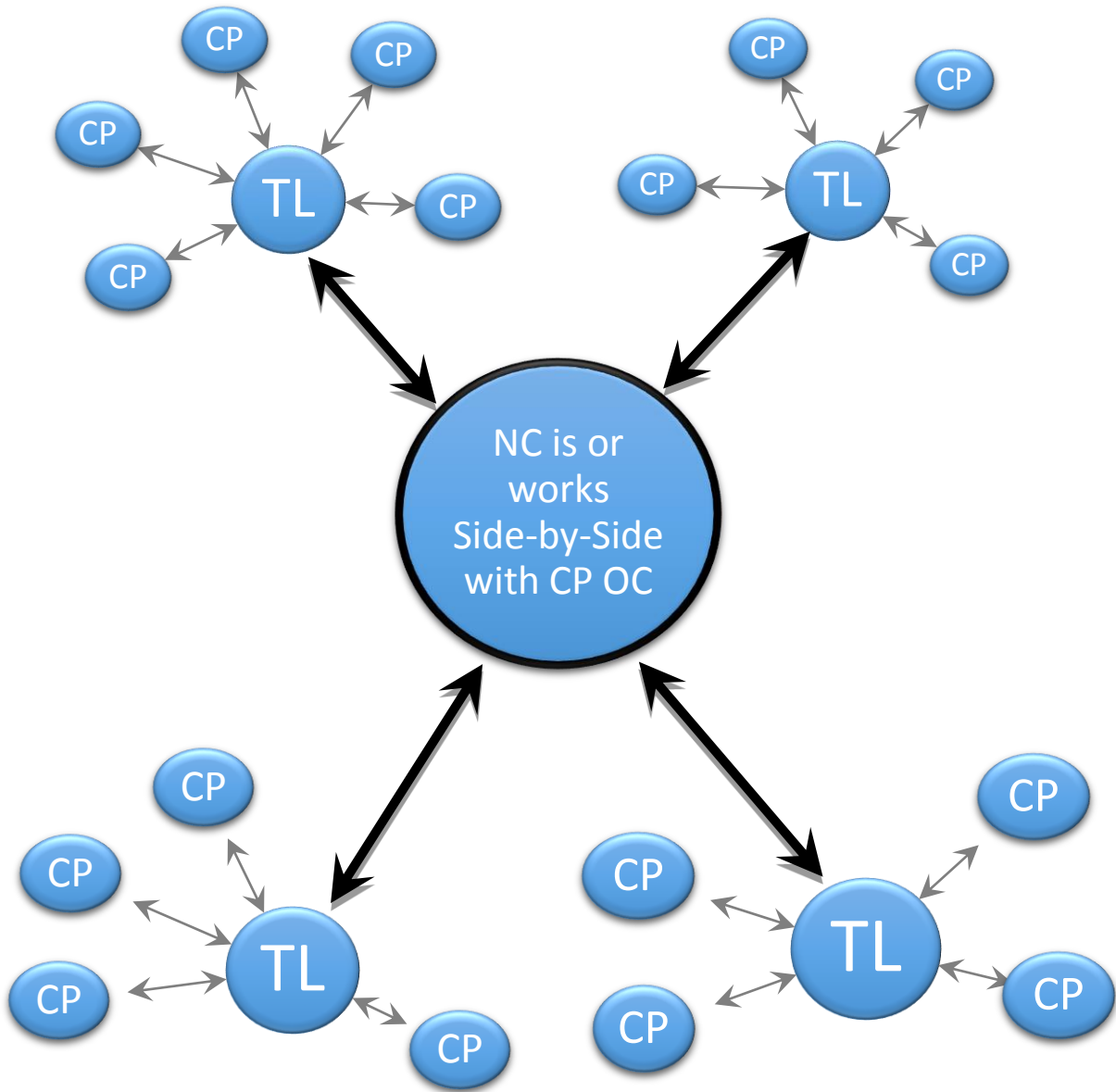
Legend

CP	Citizen Patrol Member
TL	Citizen Patrol Team Leader
NC	Net Control
OC	Operations Center
↔	VHF Radio
◯	Corbett VHF Repeater

Large Corbett Incident Communication Net

Multi-Agency Response - Operations limited to Corbett

CP — CP — TL — CP — CP

CP — TL — CP — CP — CP

CP NC works Side-by-Side with CP-OC

If not co-located

Retreat Centers

Job Corps

CP or ARES NC works Side-by-Side with IC (MCSO +/or RFPD14)

School District

County Roads

MCSO if no other IC
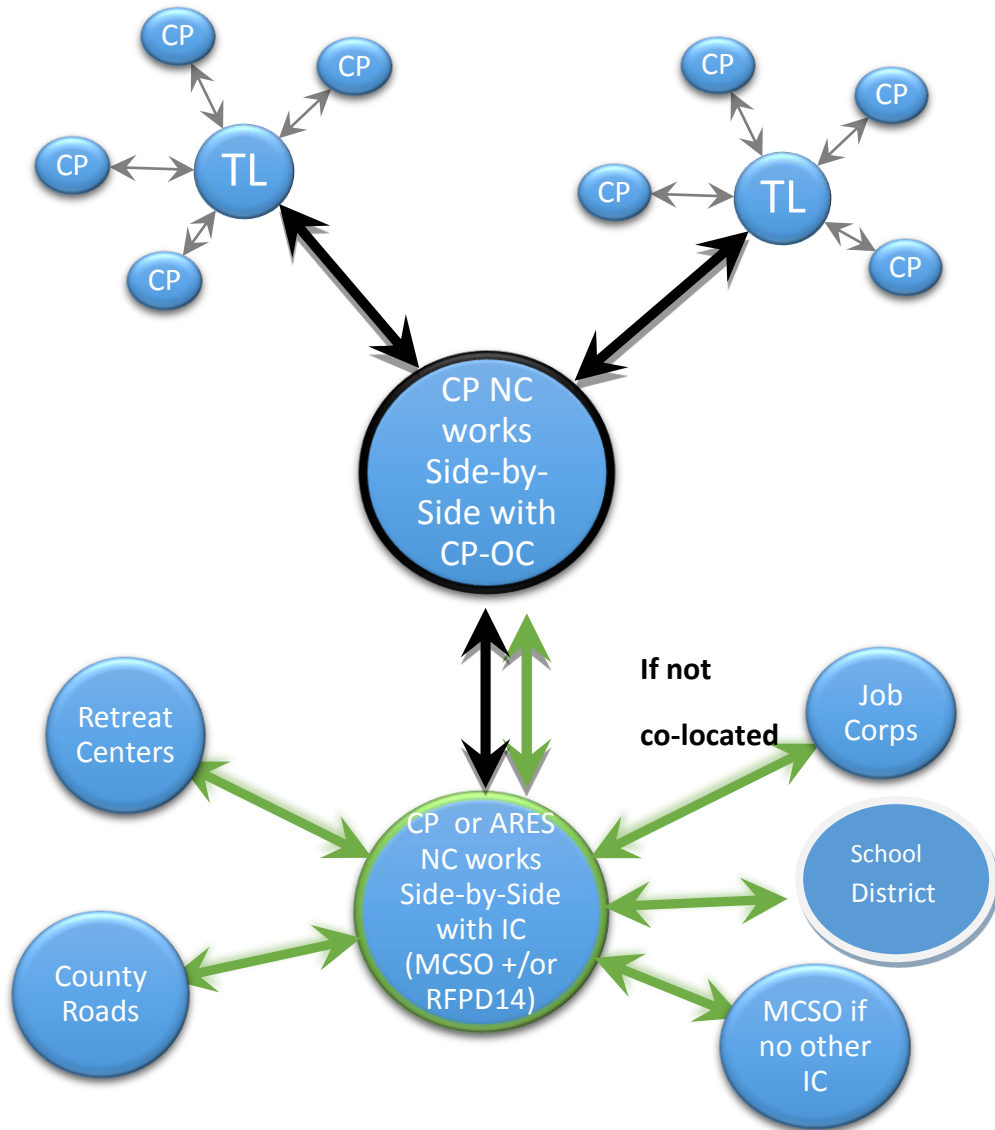
Legend			
CP	Citizen Patrol Member	↔	Direct Voice or FRS Radio
TL	Citizen Patrol Team Leader	↔	VHF Radio
OC	Operation Chief	◯	Corbett VHF Repeater
NC	Net Control	↔	VHF Simplex
MCSO	Multnomah County Sheriff Office	◯	(Frequency to be determined)
ARES	HAM Radio Emergency Services Operator		

CP

CP

CP

TL

CP

CP

TL

CP

CP NC

If not co-located

Rocky Butte VHF Repeater

OR

Amateur Radio Command NET

MCECC

Retreat Center

ARES NC

School District

County Roads

Job Corps
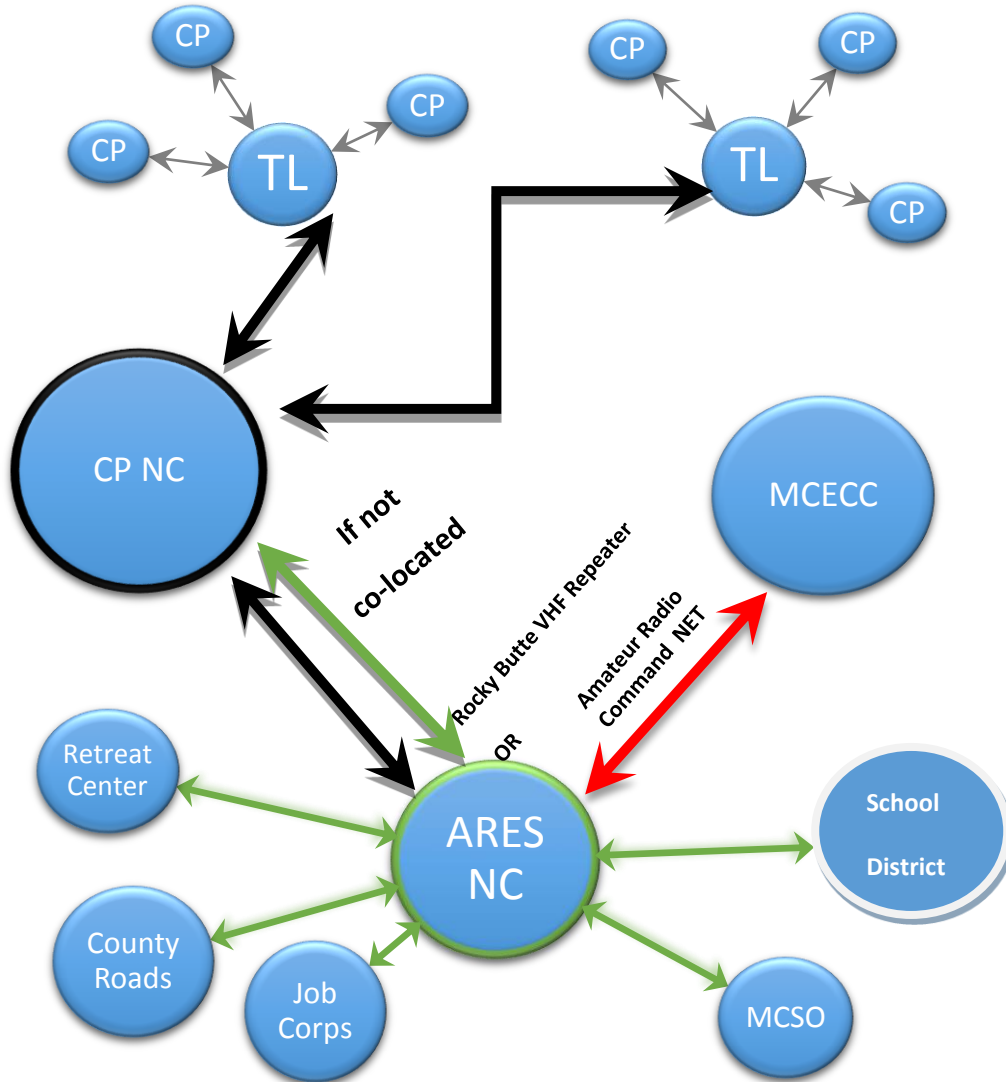
MCSO

Legend		
		⟷ Direct Voice or FRS Radio
CP	Citizen Patrol Member	⟷ VHF Radio
TL	Citizen Patrol Team Leader	◯ Corbett VHF Repeater
OC	Operation Chief	⟷ VHF Simplex
NC	Net Control	◯ Frequency to be determined
MCSO	Multnomah County Sheriff Office	⟷ To be determined by MCECC
ARES	HAM Radio Emergency Service	
MCECC	Multnomah County Emergency Coordination Center	