LAH[1] Volunteer Initial actions in an earthquake

Neil Katin, May 2018, version 0.3

This document outlines expected procedures for LAH Recon NCO[2]s and ECC[3] NCO volunteers to use in case of an earthquake (the one activity that we are pre-authorized to activate for). It is meant as a guideline for command staff (NCOs, IC[4]s, supporting personnel); it is changeable by the IC as the incident conditions are determined.

This document is to define the process used by Recon and ECC decision makers. Individual procedures are defined in other documents. It follows the town's DSW[5] Volunteer Emergency Activation Policy (draft of mar 21, 2018)

This is currently a DRAFT document; please use the Insert -> Comment menu to add suggestions / corrections / comments.

This priority list is intended to guide us during the very earliest part of a deployment: primarily for the first hour of an event. The actual order of actions taken will depend on both these priorities and the available personnel; the actions taken during an event will need to be adapted to the actual situation.

We tell our CERTs who feel an earthquake to check in via radio or SMS. This list isn't intended for them; the target audience for this document is our pool of NCOs and ICs.

Our basic priorities as volunteer emergency responders are:

- Determine if there is enough evidence of a significant event to continue the activation
- Contact Town or County personnel to notify them of the event and our actions
- Start an initial assessment to determine if we can deploy safely; this includes:
    - Major road conditions
    - Power availability - both power being on or off, and downed power lines
    - Critical infrastructure state.
- Start assigning personnel to prioritized tasks.

[1] LAH - Los Altos Hills
[2] NCO - Net Control Operator
[3] ECC - the LAH Emergency Communication Committee
[4] IC - Incident Commander
[5] DSW - Disaster Service Worker

- Transition operations over to the EOC[6] and ARK[7].
- Continue with prioritized tasks.

Step-by-step prioritized actions (after an earthquake of MM-6 or larger) to achieve those priorities are:

- Tune radio to W6LAH[8].
- First able NCO[9] collects Mike-Mike reports[10] for ~10 minutes to get an initial assessment. Announce the totals over the air.
- Total Mike-Mike reports. Over 25% MM6, or any MM7 or MM8 reports means we should continue with the response process steps that follow.
- Find an NCO willing and qualified to run the initial response (if the current NCO is not prepared to do so). Have that new NCO take over the net.
- Find a volunteer on the net to monitor the CERT SMS messages (the folks who have access to the SMS messages know who they are, and should inform the NCO of this ability when they check in). That person will act as a liaison between SMS check ins and radio check ins.
- Find a volunteer on the net to track check-ins and and make initial assignments. This person will be the initial Incident Commander (IC).
- Start the initial check-in process.
- Find an operator who can monitor two frequencies (W6LAH and AA6BT[11]) to act as a town liaison to the county resource net. That person should announce to the County Resource Net our Mike-Mike totals and the fact that we are opening the town EOC, and then monitor the county resource net for events that should be relayed to our net (such as other towns activating).
- Find a pair of Recon people to start the Critical Infrastructure surveys.
- Find two EOC operators to open the EOC and start the town and county activation process. Once the EOC is on the air the county resource net liaison function will move to the EOC and the old liaison and be reassigned.
- Find two recon members (at least one ham) to go to the ARK to set up radio operations.
- Assign one or two more recon teams to continue surveying critical infrastructure.

[6] EOC - Emergency Operations Center
[7] ARK - the storage container for CERT operations at Foothill College parking lot 7
[8] W6LAH: 146.745 Mhz, negative offset, PL110.9.
[9] Every ECC and Recon member should be able to collect Mike-Mike reports.
[10] See Appendix A for a description of the Mike-Mike levels.
[11] AA6BT: the repeater for the county resource net. 146.115 Mhz, positive offset, PL100.0

- Assign up to 10 CERTs to open the ark. Check with the current ARK team to see how many CERTs showed up directly without first checking in via radio or text before assigning new people.
- Assign an additional 4 EOC trained personnel to the EOC to assist with opening the EOC. Check with the EOC team first to see how many people are actually needed.
- All future folks should be told to either stand by or go to the ARK for assignment, depending on needs.
- Once the ARK is up and running enough to transition control: the three people currently acting as the command staff (NCO, person tracking check-ins, person watching SMS messages) can transition tasks to the ARK and be reassigned.
- The new IC (now located at the ARK) can continue with our normal priorities:
    - Finish critical infrastructure surveys
    - Survey zones for damage
    - Other tasks based on town requests and the current situation.

Appendix A - Mike Mike reports

Mike-Mike reports provide us a standard way to describe the effects of an earthquake. It is the standard reporting system used for all ARES/RACES operators in Santa Clara County.

Response Format: "<your-call-sign>, <your-zone>, <MM-number>, <your-call-sign>"

The original document is on the scc-ares-races.org web site.

Mike-Mike Value	Short Description
Mike-Mike-1	Not felt at all
Mike-Mike-2	Barely Noticed
Mike-Mike-3	Know it was an earthquake somewhere
Mike-Mike-4	Windows, dishes rattle
Mike-Mike-5	Pictures move, doors swing, small items on the floor
Mike-Mike-6	Glassware broken, books off shelf, floor lamps topple
Mike-Mike-7	Furniture broken, cannot stand, chimneys fall
Mike-Mike-8	Buildings collapsed