

Colorado All-Hazards Resource Database

Vetted CRRF Resources

How to access the CRRF Utility Site/CRRF WebEOC
(CRRF Administrator function only)

June 2023

Colorado Division of Homeland Security and Emergency Management
Logistics Section



COLORADO
Division of Homeland Security
& Emergency Management

Department of Public Safety

Record of Changes

All potential changes will be reviewed and, if accepted, incorporated into the implementation plan during the next update. All changes will be annotated on the table below. All suggestions along with supporting documentation, as applicable shall be submitted via email to the All-Hazards CRRF State System Administrator, De Lora Karavolas; DHSEM Logistics All-Hazards CRRF Database and Program Manager at delora.karavolas@state.co.us for consideration.

Introduction

The State of Colorado Division of Homeland Security and Emergency Management (DHSEM) platform for the Colorado All-Hazards Resource Database is WebEOC. WebEOC houses both vetted and non-vetted resources. WebEOC is the master database of record for all resources on file.

WebEOC is an automated database with cross board integrated functions to assist those seeking resources to be deployed as quickly as possible.

The Colorado Resource Rate Form (CRRF) allows agencies to list their equipment, personnel and specialty teams to be deployed. Allowing for efficient coordination, mobilization and reimbursement.

This set of “How-To” documentation focuses on the Vetted-CRRF resource portion of the database. Each “How-To” guide is broken down into the individual functions of the database.

For further assistance, please contact the Colorado DHSEM CRRF System Administrator De Lora Karavolas at crrfsupport@state.co.us or by phone at 720-630-0771.

Helpful Resources:

- [Colorado All-Hazards Resources Database Webpage](#)
- [Colorado Resource Rate Form \(CRRF\) Webpage](#)
- [New CRRF WebEOC account request form](#)
- [Forgot Username and/or Password](#)
- [Email CRRF Support](#)
- [WebEOC website link](#)

Step 1: Log in to WebEOC

- 1) Navigate to the [WebEOC webpage](#)
- 2) Click “Accept” (Tip: shown here in the picture below in the yellow highlighted circle located at the bottom center of the page.)



You are about to access a Colorado Department of Public Safety network.

[DHSEM Website](#)

[CDPS Website](#)

[DFPC Website](#)

- Accessing this network is restricted to authorized users only. Anyone who accesses this network without authorization or exceeds access authority, or obtains, alters, damages, destroys, or discloses information, or prevents authorized use of information on the computer system, may be subject to penalties, fines or imprisonment.
- This includes forwarding information by email to unauthorized personnel or posting to open source platforms in violation of user agreement. This may lead to removal of the user from the system.
- By using this system, you consent to the terms, policies, and regulation of this organization.

By proceeding, you agree to Juvare's
[Privacy Policy](#) and [Terms & Conditions](#)

By using this system, you consent to the terms, policies, and regulation of this organization (DHSEM - CDPS).

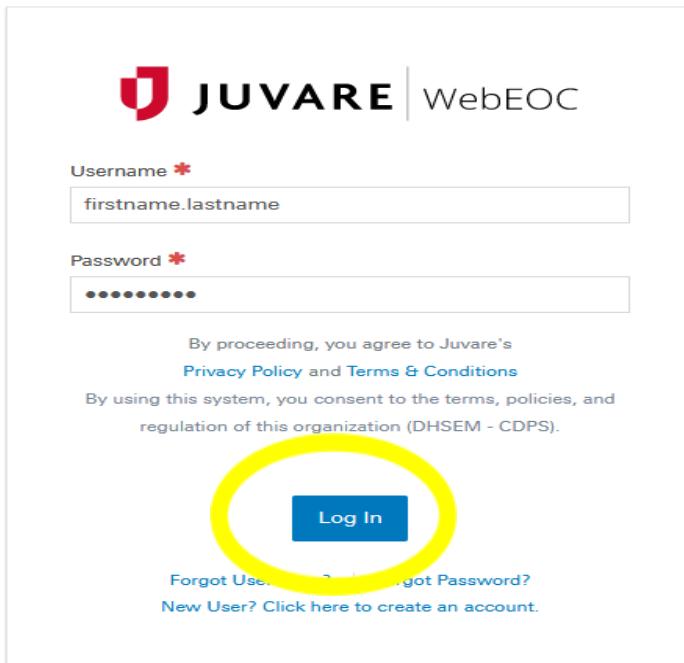
Accept

[www.juvare.com](#)

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Step 2: Username and Password

- 1) Enter your username in the following format. (Tip: **username** is **firstname.lastname** all lowercase letters with no spacing.)
- 2) Enter your password (Tip: **strong password** = a minimum of 8 characters: 1 uppercase letter, 1 lowercase letter, 1 number, 1 special character).
- 3) Click “**Log In**” (Tip: shown here in the picture below in the yellow highlighted circle located in a blue colored box at the bottom center of the page.)

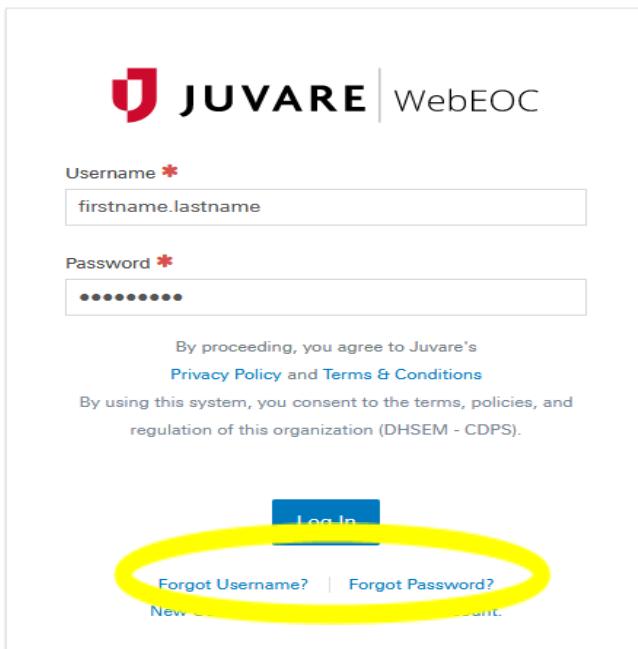


The screenshot shows the Juvare WebEOC login interface. At the top, the Juvare logo and the text "WebEOC" are displayed. Below that, there are two input fields: "Username *" containing "firstname.lastname" and "Password *" containing a series of dots. A yellow circle highlights the "Log In" button, which is located at the bottom center of the page. Below the button, there are links for "Forgot User Name" and "Forgot Password?". At the very bottom, the website address "www.juvare.com" and the copyright notice "©2023 ESi Acquisition, Inc. WebEOC" are visible.

Note: Failure to “Log In” to WebEOC at least once every 90 days will result in the account being automatically locked.

Step 2a: Retrieving Account Information

- 1) To retrieve “Username” - click on “Forgot Username” (Tip: shown here in the picture below in the yellow highlighted circle located at the bottom center of the page under the “Log In” button.) The “Username” will be emailed to the email address that is associated with the account.
- 2) To retrieve “Password” - click on “Forgot Password” (Tip: shown here in the picture below in the yellow highlighted circle located at the bottom center of the page under the “Log In” button.) A temporary password will be emailed to the email address that is registered with the account.



UVARE WebEOC

Username *

Password *

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By using this system, you consent to the terms, policies, and
regulation of this organization (DHSEM - CDPS).

Log In

[Forgot Username?](#) | [Forgot Password?](#)

[New User?](#) | [Forgot Username?](#)

www.juvare.com
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Note: You can also email crrfsupport@state.co.us requesting your account “Log In” information and/or to update your account information in the database.

Step 3: Select your Position and Incident

- 1) **Position:** This section will auto-populate unless the account in use is assigned with more than one authorized “Position”.
 - o When the account in use has more than one “Position” assigned to the account - click on the drop-down arrow and select a “Position” that starts with “CRRF”. For example - “CRRF Cooperator Admin”, “CRRF Cooperator User”, or “CRRF Reader”
- 2) **Incident:** This section will auto-populate to “CRRF Administration Incident”. At this time there is only one “Incident” assigned to the CRRF Database.
- 3) Click “Continue” (Tip: shown here in the picture below in the yellow highlighted circle located in a blue colored box at the bottom of the page.)

JUVARE WebEOC

Select Position and Incident

Position

CRRF Cooperator Admin

Incident

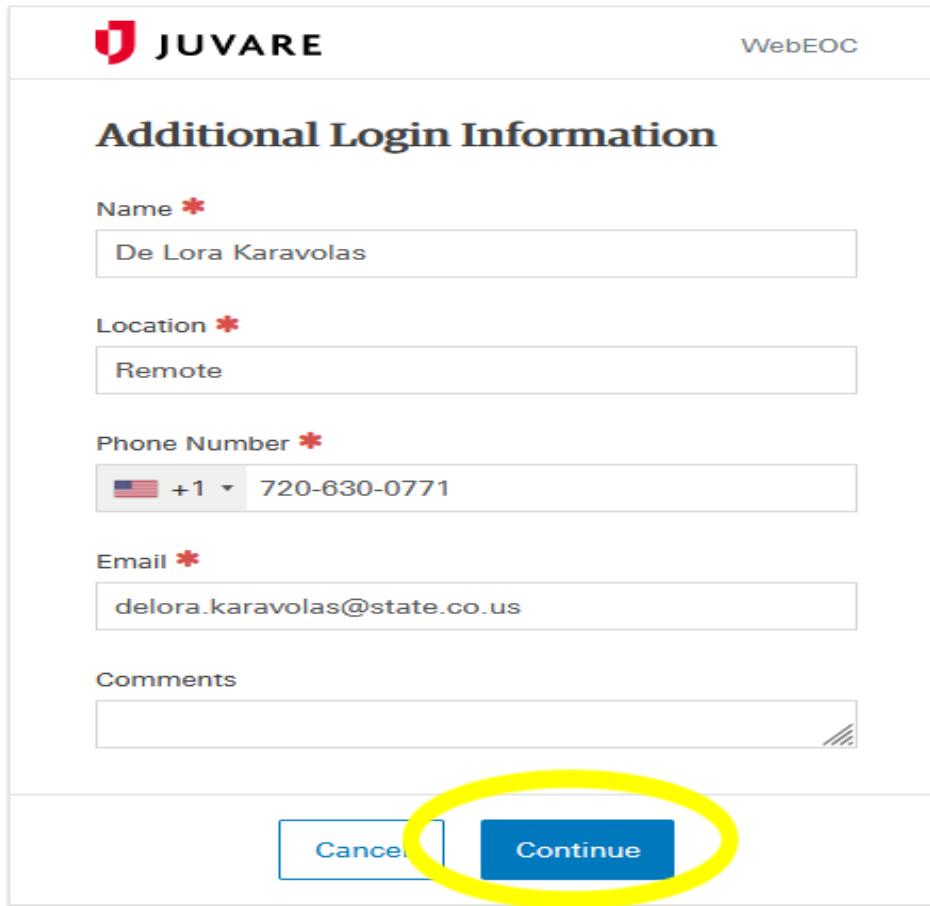
CRRF Administration Incident

Cancel Continue

Register for a Position

Step 4: Additional Login Information - Update and confirm your account information

- 1) Update your current information for the account in use. **Note:** All areas with a “*” require information.
 - o “Name *” = name associated with account in use
 - o “Location *” = account login is working at the office or remote for example
 - o “Phone Number *” = phone number associated with account in use
 - o “Email *” = email address associated with account in use
- 2) Click “Continue” (Tip: shown here in the picture below in the yellow highlighted circle located in a blue colored box at the bottom center of the page.)



JUVARE WebEOC

Additional Login Information

Name *

Location *

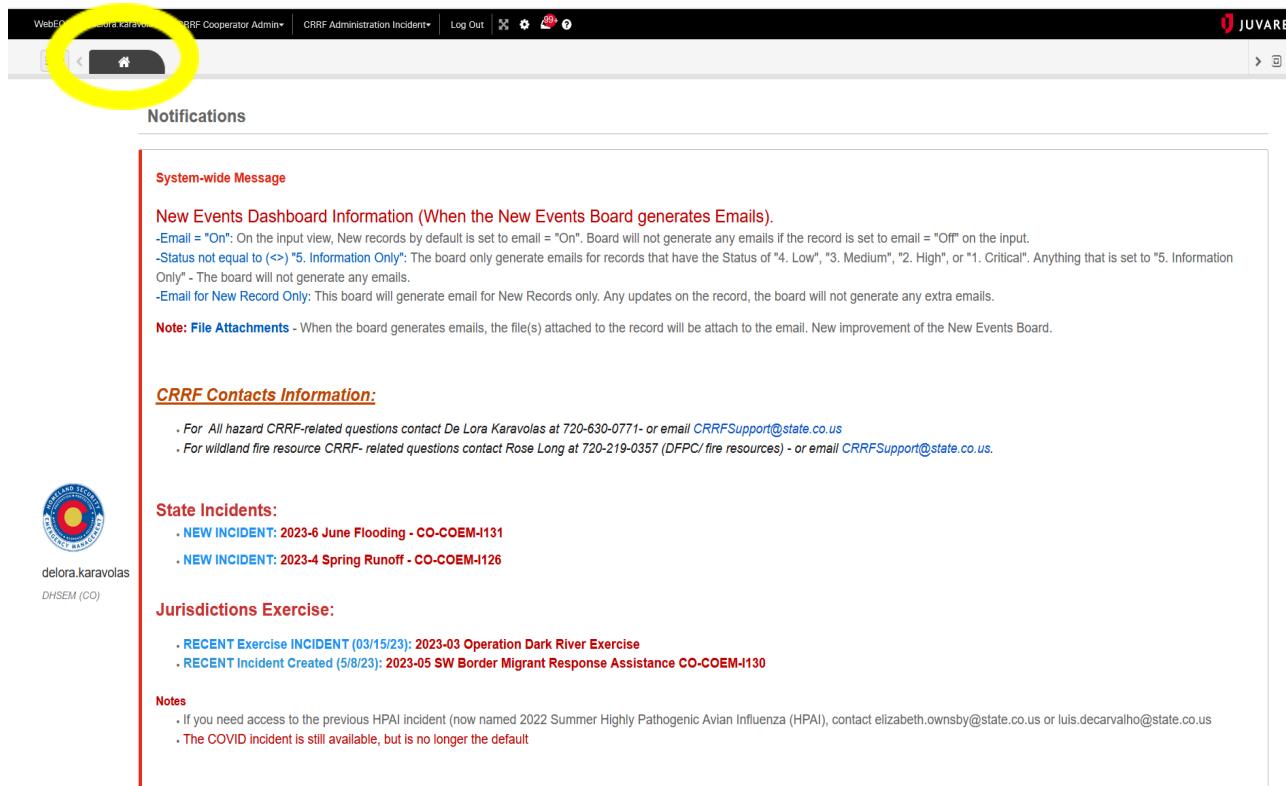
Phone Number *

Email *

Comments

Step 5: WebEOC “Notifications” Page

Note: The “Notifications” page is located on the “Home” tab and is information only - no action required. (Tip: The “Home” tab is identified by a house shaped icon as shown in the picture below in the yellow highlighted circle located towards the top left side of the page.)



WebEOC - delora.karavolas - CRRF Cooperator Admin - CRRF Administration Incident - Log Out    

Notifications

System-wide Message

New Events Dashboard Information (When the New Events Board generates Emails).

- Email = "On": On the input view, New records by default is set to email = "On". Board will not generate any emails if the record is set to email = "Off" on the input.
- Status not equal to (<>) "5. Information Only": The board only generate emails for records that have the Status of "4. Low", "3. Medium", "2. High", or "1. Critical". Anything that is set to "5. Information Only" - The board will not generate any emails.
- Email for New Record Only: This board will generate email for New Records only. Any updates on the record, the board will not generate any extra emails.

Note: File Attachments - When the board generates emails, the file(s) attached to the record will be attach to the email. New improvement of the New Events Board.

CRRF Contacts Information:

- . For All hazard CRRF-related questions contact De Lora Karavolas at 720-630-0771- or email CRRFSupport@state.co.us
- . For wildland fire resource CRRF- related questions contact Rose Long at 720-219-0357 (DFPC/ fire resources) - or email CRRFSupport@state.co.us.

State Incidents:

- . **NEW INCIDENT: 2023-6 June Flooding - CO-COEM-I131**
- . **NEW INCIDENT: 2023-4 Spring Runoff - CO-COEM-I126**

Jurisdictions Exercise:

- . **RECENT Exercise INCIDENT (03/15/23): 2023-03 Operation Dark River Exercise**
- . **RECENT Incident Created (5/8/23): 2023-05 SW Border Migrant Response Assistance CO-COEM-I130**

Notes

- . If you need access to the previous HPAI incident (now named 2022 Summer Highly Pathogenic Avian Influenza (HPAI), contact elizabeth.ownsby@state.co.us or luis.decarvalho@state.co.us
- . The COVID incident is still available, but is no longer the default

Step 6: Accessing the CRRF Library and Utility Board

- 1) Click on the drop-down menu box. (Tip: The “drop-down menu box” is the light gray square shaped box with three lines and a drop-down arrow. Shown in the picture below in the yellow highlighted circle located just to the left of the “Home” tab.)



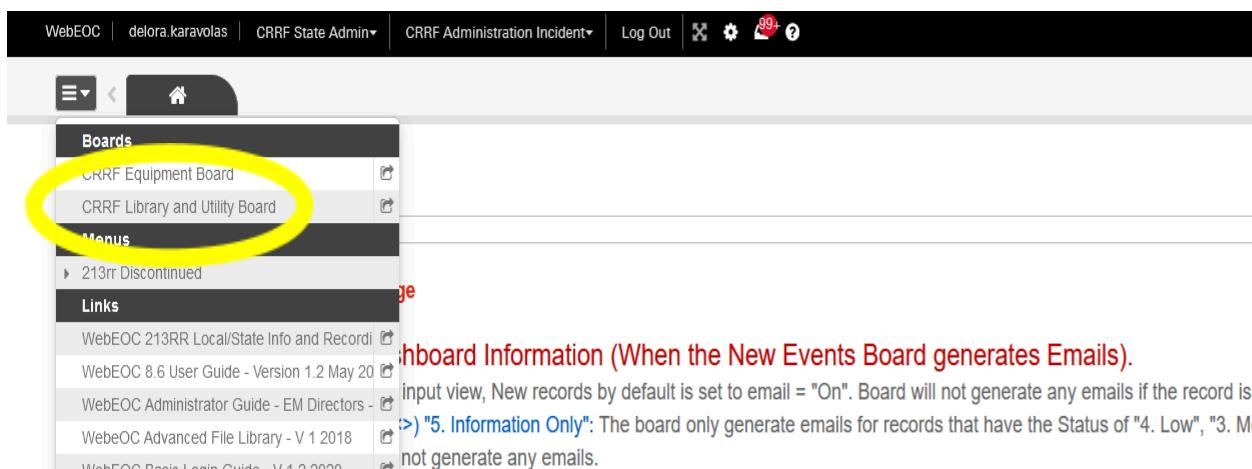
Notifications

System-wide Message

New Events Dashboard Information (When the New Events Board generates Emails)

-Email = "On": On the input view, New records by default is set to email = "On". Board will not generate any emails if the record is > "5. Information Only". The board only generate emails for records that have the Status of "4. Low", "3. Medium", "2. High", "1. Critical".

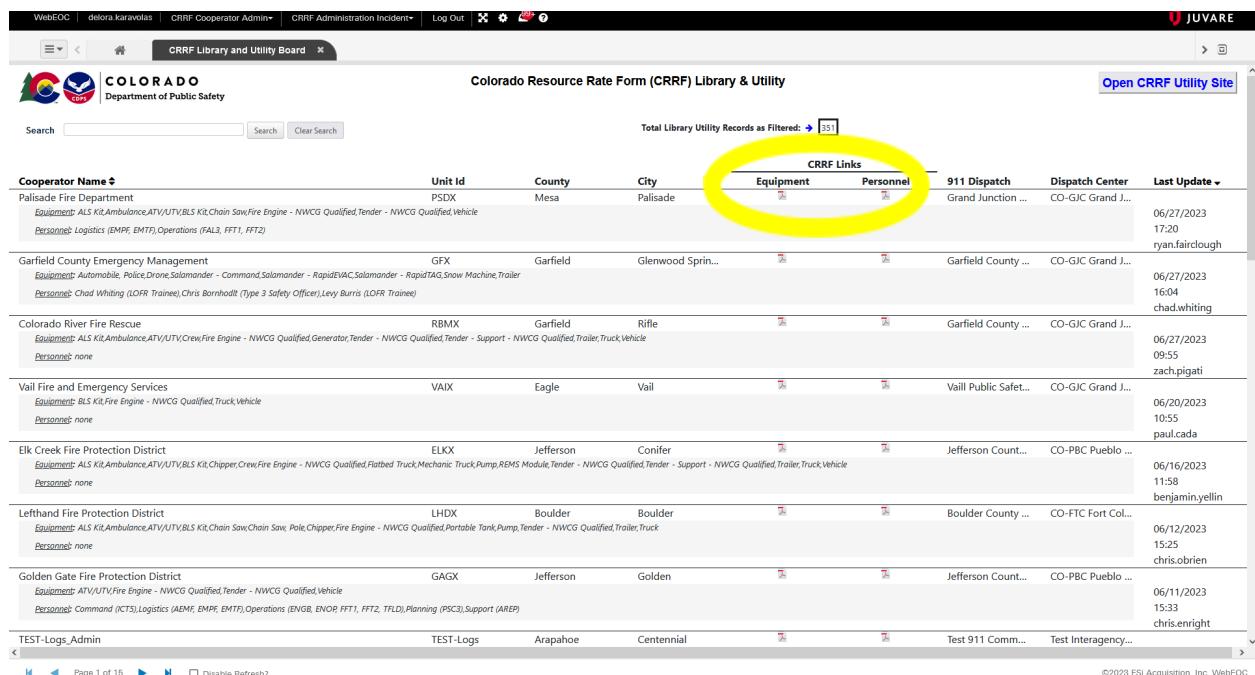
- 2) Under “Boards” click on “CRRF Library and Utility Board”. The “CRRF Library and Utility Board” will open up in a new tab to the right of the “Home” tab. (Tip: shown in the picture below in the yellow highlighted circle.)



Step 7: The CRRF Library and Utility Board

The “CRRF Library and Utility Board” lists all valid submitted CRRF’s. CRRF’s listed on this board are available for uploading and viewing by clicking the pdf icon under “Equipment” or “Personnel” for each Cooperator listed. (Tip: Shown here in the picture below in the yellow highlighted circle.)

Note: Not all Cooperators listed have a CRRF under “Personnel”. All Personnel CRRF’s are specified for All-Hazards response only.



The screenshot shows a web-based application for managing CRRF (Colorado Resource Rate Form) data. The top navigation bar includes links for 'WebEOC', 'distora karavolata', 'CRRF Cooperator Admin', 'CRRF Administration Incident', 'Log Out', and various system icons. The main title is 'Colorado Resource Rate Form (CRRF) Library & Utility'. A search bar and a 'Clear Search' button are present. A message at the top right says 'Total Library Utility Records as Filtered: 33'. Below this is a table with columns: 'Cooperator Name', 'Unit Id', 'County', 'City', 'CRRF Links' (with sub-columns 'Equipment' and 'Personnel'), '911 Dispatch', 'Dispatch Center', and 'Last Update'. The 'CRRF Links' column is highlighted with a yellow circle. The table lists several cooperators, each with their equipment and personnel details. The last row is 'TEST-Logs_Admin'.

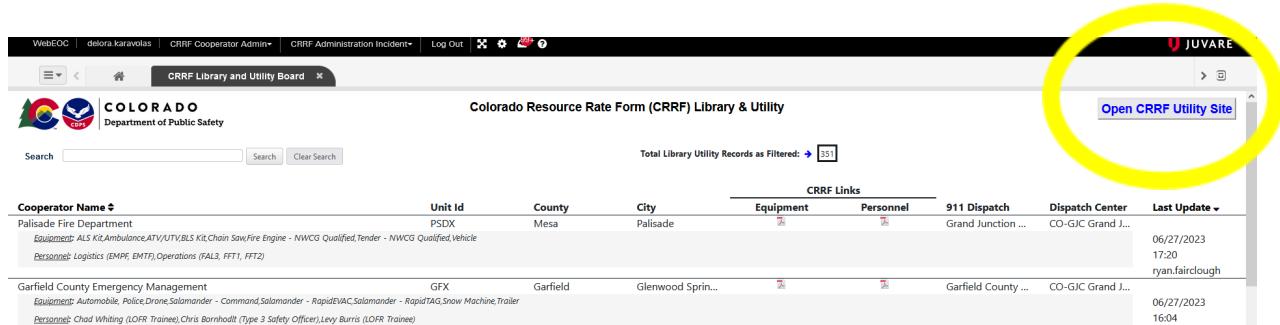
Cooperator Name	Unit Id	County	City	CRRF Links		911 Dispatch	Dispatch Center	Last Update
				Equipment	Personnel			
Palisade Fire Department	PSDX	Mesa	Palisade			Grand Junction ...	CO-GJC Grand J...	06/27/2023 17:20 ryan.fairclough
Garfield County Emergency Management	GFX	Garfield	Glenwood Sprin...			Garfield County ...	CO-GJC Grand J...	06/27/2023 16:04 chad.whiting
Colorado River Fire Rescue	RBMX	Garfield	Rifle			Garfield County ...	CO-GJC Grand J...	06/27/2023 09:55 zach.pigati
Vail Fire and Emergency Services	VAIX	Eagle	Vail			Vail Public Safet...	CO-GJC Grand J...	06/20/2023 10:55 paul.cada
Elk Creek Fire Protection District	ELKX	Jefferson	Conifer			Jefferson Count...	CO-PBC Pueblo ...	06/16/2023 11:58 benjamin.yellin
Lefthand Fire Protection District	LHDX	Boulder	Boulder			Boulder County ...	CO-FTC Fort Col...	06/12/2023 15:25 chris.obrien
Golden Gate Fire Protection District	GAGX	Jefferson	Golden			Jefferson Count...	CO-PBC Pueblo ...	06/11/2023 15:33 chris.enright
TEST-Logs_Admin	TEST-Logs	Arapahoe	Centennial			Test 911 Comm...	Test Interagency...	

Page 1 of 15 Disable Refresh ©2023 ESI Acquisition, Inc. WebEOC

Step 8: Accessing CRRF WebEOC

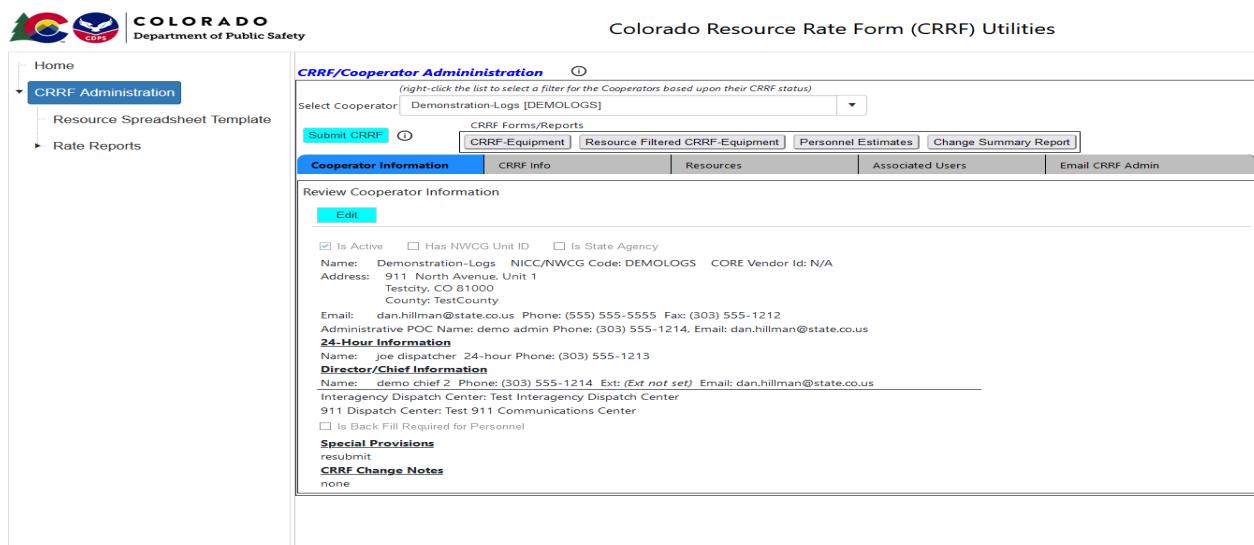
Note: Only account holders with CRRF Administrator positions will have access to CRRF WebEOC and the functions within.

- 1) Click on the “Open CRRF Utility Site” box. (Tip: Shown in the picture below on the “CRRF Library and Utility Board”. Located at the top right side of the page in blue lettering in the yellow highlighted circle.)



The screenshot shows the 'Colorado Resource Rate Form (CRRF) Library & Utility' page. At the top right, there is a yellow circle highlighting the 'Open CRRF Utility Site' button. The page displays a table of data with columns for Cooperator Name, Unit Id, County, City, Equipment, Personnel, 911 Dispatch, Dispatch Center, and Last Update. Two entries are visible: Palisade Fire Department and Garfield County Emergency Management.

- 2) A new web page will open and you are now in the CRRF Utilities page better known as CRRF WebEOC. (Tip: Shown in the picture below)



The screenshot shows the 'Colorado Resource Rate Form (CRRF) Utilities' page. The left sidebar shows navigation links for Home, CRRF Administration (selected), Resource Spreadsheet Template, and Rate Reports. The main content area is titled 'CRRF/Cooperator Administration'. It includes a 'Review Cooperator Information' section with fields for Name, Address, Email, and Director/Chief Information. Below this is a 'Special Provisions' section with a 'resubmit' button and a 'CRRF Change Notes' field.

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