

ARES®/RACES of Flagler County, Florida

Amateur Radio Emergency Service
Radio Amateur Civil Emergency Service

Flagler Plan
&
Member Handbook

Contents

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ARES®/RACES of Flagler County, Florida web site:
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I. INTRODUCTION

Let's begin by stating how the Federal Communications Commission looks at amateur radio in Part 97 of the FCC regulations:

§ 97.1 Basis and purpose.

These rules and regulations are designed to provide an amateur radio service with a fundamental purpose as expressed in the following principles:

- (a) Recognition and enhancement of the value of the amateur service to the public as a voluntary noncommercial communication service, particularly with respect to providing emergency communications.
- (b) Continuation and extension of the amateur's proven ability to contribute to the advancement of the radio art.
- (c) Encouragement and improvement of the amateur service through rules which provide for advancing skills in both the communications and technical phases of the art.
- (d) Expansion of the existing reservoir within the amateur radio service of trained operators, technicians, and electronics experts.
- (e) Continuation and extension of the amateur's unique ability to enhance international goodwill.

This says it all! **Amateur radio exists to provide emergency communications.** There is relentless competition from commercial entities to secure portions of the amateur radio electromagnetic spectrum, but the Federal Government thus far has protected it since it sees a real need for a **noncommercial** service to provide vital communications in an emergency.

Amateur Radio operators, in an organization such as ours, are uniquely qualified to provide emergency communications for County agencies. All of these agencies have very ample communications capabilities for their normal activities. Even in the case of some localized disaster, the County agency's communications are most often quite adequate to cover their operational needs. In the event of some form of county wide emergency situation, however, the communications capabilities of these agencies will probably become overloaded and/or inadequate. **ARES®/RACES of Flagler County, Florida**, can thereby provide an immediate network of communications that are needed to backup county communications. The Amateur Radio Emergency Service can be adjusted and molded to fit the particular situation, providing a very valuable service when it is needed the most.

The material that follows is about **ARES®/RACES of Flagler County, Florida**. It is intended to serve as a reference for your participation in this vital activity.

ARES®/RACES of Flagler County, Florida

PURPOSE

The purposes of **ARES®/RACES of Flagler County, Florida** is as follows:

- **Mission:** To provide organized Amateur Radio communications support to disaster agencies in emergency situations and/or where their normal communication channels become overloaded and/or inadequate to support their mission. Our services will only be provided when a county agency requests our assistance.
- **Services:** The services **ARES®/RACES of Flagler County Florida** provides are tailored to fit the needs and objectives of the served organizations.
- **ARES®:** The Amateur Radio Emergency Service (ARES®) is sponsored by the American Radio Relay League (ARRL), the nationally recognized governing body of Amateur Radio Operators whose headquarters is in Newington, Connecticut. ARES® will provide emergency communications support using both local and national communications networks like the ARRL's - National Traffic System (NTS).
- **RACES:** Federal Law mandates The Radio Amateur Civil Emergency Service (RACES). Its mission is defined in the same Federal Communication Commission Rules and Regulations that govern Amateur Radio. RACES operations provide emergency communications for local, state, regional and national government organizations under the direction of the Federal Emergency Management Agency (FEMA). Although not formally associated with ARES®, its mission is much the same. In an emergency situation, our organization may be activated under the auspices of ARES® then later redirected into a RACES operation, depending upon the severity and need.
- **Training:** Regular training activities are conducted to prepare Amateur Radio operators in ARES®/RACES of Flagler County, to perform their communication duties at the highest proficiency level possible. These training activities will be scheduled throughout each year. Training activities focus on perfecting membership skills so they know how to utilize various forms of Amateur Radio communications. These skills are essential to satisfactorily complete our mission.
- **Safety:** A regular part of our training is safety. It is essential that our operators put their own safety above Amateur Radio. An ARES®/RACES operator who is consuming EMS resources to tend to his/her situation is taking valuable resources away from the emergency situation at hand. Our job is to be part of the solution, not add to the problem.

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II. EMERGENCY COORDINATOR

The local ARRL Emergency Coordinator is a key member in the ARES®/RACES organization. Working with the ARRL Section Emergency Coordinator (SEC), and the District Emergency Coordinators (DEC), the EC prepares for, and engages in the daily management of the county's emergency communications needs.

The ARRL Section Emergency Coordinator (SEC) at the recommendation of the ARRL District Emergency Coordinator (DEC) makes EC appointments. The EC must be an ARRL member and must hold a valid *Amateur Radio Operator License* or higher.

The EC is given a geographical area of responsibility, usually a county. The EC of this **ARES®/RACES** organization covers all of Flagler County, Florida.

The EC is the principal Amateur Radio Operator in charge of planning and coordinating events during emergencies for his/her geographical region of responsibility. The EC represents the Amateur community at meetings with local government and supporting agency officials. Each EC is empowered to appoint Assistant Emergency Coordinators (AEC) when deemed necessary.

The EC is also the RACES Radio Officer in Flagler County, Florida. This appointment is actually made by the Flagler County Office of Civil Emergency Management. Because **ARES®/RACES of Flagler County, Florida** is a joint organization, the ARES® EC automatically becomes the RACES Radio Officer when RACES activities are activated.

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EMERGENCY COORDINATOR DUTIES

- Promote and enhance the activities of **ARES®/RACES of Flagler County, Florida**.
- Manage the organization, and coordinate training activities.
- Establish a working emergency communications plan.
- Institute a working relationship with local government and private agencies that utilize our communications services.
- Notify the AEC of Operations to activate the ARES®/RACES NET on the 145.470 repeater; and alert the membership of potential activation needs.
- Establish a primary operating location for further contacts with the AEC's and Served Agencies.
- Exercise overall control of the communication points instituted by ARES®/RACES of Flagler County, Florida.
- Annually review and revise the organization's Membership Handbook.
- Overall responsibility for recruiting and maintaining ("care and feeding of") members. The EC may assign various roles in this effort to one or more AEC's.
- In the event of Level 2 or Level 3 activation: Receive a complete briefing from the served agency, (office of emergency management, etc.) regarding the nature of the anticipated or current communications emergency.
- In the event of Level 2 or Level 3 activation: Activate the **ARES®/RACES EMERGENCY NET** on 145.470 MHz repeater. Advise the AEC of Operations about the current situation.

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ASSISTANT EMERGENCY COORDINATOR DUTIES

Administration AEC Duties

- Receive and process member applications.
- Maintain Personnel Records and Membership Roster(s).
- Maintain the Internet e-mail roster.
- Provides and annually updates documentation and reports regarding membership resources and activities.
- Must be able to assume the role of the EC in the event of his/her absence.
- Keep the EC informed of changes in personnel status, which could affect organizational performance.

Technical AEC Duties

- Possess a technical knowledge (operations, repair and maintenance) of our repeaters and extraneous hardware.
- Possess a list of all equipment placed in our care by Flagler County. This list must be shared with the EC.
- Maintain an accurate listing of all equipment owned by the **ARES®/RACES of Flagler County, Florida** organization. A copy of this list will be provided to the EC upon request.
- Be alert to the equipment needs of the forming communications points. Supplement with **ARES®/RACES of Flagler County, Florida** equipment if necessary.
- At the request of the Operations AEC, coordinate with the served agencies for the transportation of necessary supplies to **ARES®/RACES of Flagler County, Florida** operators in the field.
- Must be able to assume the role of the EC in the event of his/her absence.
- Keep the EC fully informed of the operational status of communications equipment.
- Responsible for organizing and directing the Technical Committee, where applicable.

Operations AEC Duties

- Net Manager for all **ARES®/RACES of Flagler County, Florida** nets.
- Provides operational assistant to the EC during simulated/real emergencies, and/or disasters, specifically - Net Control operations.
- During an activation, coordinates and/or assign's manpower where needed, under the direction of the EC.
- Assign NCS operators.
- Must be able to assume the role of the EC in the event of his/her absence.
- Keep the EC fully informed of the **ARES®/RACES of Flagler County, Florida**, activation and deployment process.

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Public Service AEC Duties

- Act as liaison between the EC and local and regional Public Service agencies.
- Assist the EC by staying abreast of the served agencies' needs.
- Coordinate operations for public service events.
- Organize ARES®/RACES members to meet the needs of the agency being served.
- Keep the EC advised of current and future Public Service needs and event scheduling.

Training AEC Duties

- Develop and implement an annual member-training schedule.
- Develop “on & off the air” training programs for use on weekly nets, membership meetings, SET’s, Field Day, & Fun Day activities.

SkyWarn Manager AEC Duties

- Maintains communication links with the National Weather Service Office in Jacksonville, Florida.
- Keeps the EC and AEC of Operations informed of hazardous weather conditions.

EOC/ESF-2 Responder AEC Duties

- Responds to the Flagler County Emergency Operations Center and activates our radio communications station there when activated by ESF-2 and the Flagler County Office of Emergency Management.
- Maintains the communications link between the EOC and the Emergency Coordinator as long as the emergency activation exists.

COMMITTEES

Some members may be asked to serve on one or more committees, formed by the EC to resolve critical issues or work on special emphasis projects.

No special committees assigned at this time.

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MEMBERSHIP

To become a member in **ARES®/RACES of Flagler County, Florida**, the applicant must hold a valid Amateur Radio Operator License, possess a serious interest in providing emergency communications (community service), and (with a few exceptions) reside within Flagler County. However, with the approval of the DEC and the EC of the individual's home County, that person may become part of the Flagler County ARES®/RACES Team. Annually each member is asked to update their membership application with the AEC – Administration so he can keep accurate equipment and license records. Most of our members live in Flagler County. Neighboring counties have active ARES®/RACES organizations of their own.

The members in **ARES®/RACES of Flagler County** are divided into **Regular** and **Associate** member groups. *Regular* members are those individuals who participate frequently in membership meetings, nets, and community service events; where employment and/or retirement provide for frequent event participation. *Associate* members have a significant interest in the organization's mission, support it where they can, but for various reasons, are unable to meet ALL the participation requirements for *Regular* membership. Associate Members, by reason of not having the same training and experience as Regular members, will not have the same responsibilities as a Regular member. However, they may be given other duties once their talents are identified.

New members are assigned an **ARES®/RACES of Flagler County, Florida** number. The *AEC of Administration* assigns this unique number. Specific number groups are assigned to members holding leadership (staff) appointments.

New member training may be conducted by a "*mentor*". A secondary method would be organizational training exercises (meetings/nets/fun-days) conducted throughout the year. New *Regular* members are issued a Flagler County ARES® personalized photo ID badge, valid for one year. *Regular* members are asked to refrain from becoming too deeply involved in other organizations likely to need their participation at the same time our organization would be activated (for example Red Cross, EMTs, etc.)

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Associate members will have photo IDs, BUT the IDs will indicate that the individual is an "ASSOCIATE" not by number but by the word "ASSOCIATE" as part of the photo. *Associate* members may be affiliated with other organizations that may need their assistance during local emergencies. These members will be required, on occasion, to reaffirm their commitment to the organization by participating in some activity or event. *Associate* members are not eligible to hold leadership positions in the organization.

"Temporary" or "Restricted" IDs should be issued to our temporary volunteers. These IDs must be returned at the end of the event or upon leaving the EOC.

ARES®/RACES of Flagler County, Florida is not an Amateur Radio Club. We maintain a working relationship with the Flagler Emergency Communications Association (FECA). FECA provides communications support to our organization through the use of some FECA owned and maintained repeaters. *Additionally, ARRL membership is not required for those ARES®/RACES of Flagler County, Florida, members not holding leadership positions.* Nevertheless, it is the ARRL and the local club(s) that ultimately support our endeavors and we encourage individual participation in those organizations.

KEY MEMBERS

This membership group is an association of volunteers, each having many other emergency preparedness responsibilities. To lighten the load the EC may appoint *Key Members*, from our regular membership roster. Key members have specific unique qualifications that make them a valuable player in this organization. Key member appointments are relatively informal with no specific duration as determined by the EC.

Key Members may be utilized for important positions during actual emergencies. Additionally, *Key Members* may be considered qualified for eventual appointment as an **ARES®/RACES of Flagler County, Florida** staff official.

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MEMBER PARTICIPATION

Membership in **ARES®/RACES of Flagler County, Florida**, carries with it significant personal responsibility. One of which is finding the time to participate in our activities. When not actually engaged in an emergency situation, members must continually assess their communications skills and the availability of their equipment to successfully serve the organization's mission.

Some organizational positions carry a greater personal commitment for regular participation than as a regular member. So as to set the example for the rest of the membership, the EC and his/her AEC staff are expected to attend most meetings, check-in to most nets, and participate often in public service activities. *Key Members* may remain in their assigned positions only as long as they are able to fulfill their delegated roles.

Ultimately, the strength of **ARES®/RACES of Flagler County, Florida** depends entirely upon the determination of all of its volunteer members to contribute their time and communication skills frequently for the overall good of the organization.

In accordance with *The Amateur's Code* published by the ARRL in their Handbook, "*The Amateur is Balanced...Radio is his/her hobby*. He/she never allows it to interfere with any of the duties he/she owes to his/her home, his/her job, his/her school, or his/her community." This important point should never be overlooked!

After the needs of your home, job, or school have been satisfied, you should then consider how you could best serve the needs of your community. Providing communications support to the local community, through regular **ARES®/RACES of Flagler County, Florida** participation is an excellent and rewarding way of giving something back to your community.

It cannot be over-emphasized that regular membership participation is of extreme importance to the success of this organization! We are all volunteers who have freely accepted a commitment to community service. Any individual who joins **ARES®/RACES of Flagler County, Florida**, must understand that he/she is expected to participate frequently in *public service events, membership meetings, and nets*. We must be able to count on you to be a well-trained team player! A personal commitment to public service is a requirement and must be assured before accepting *Regular* membership status. Any *Regular* member who is unable to participate in at least 6 annual membership meetings, 2 nets a month, and 3 public service events a year, will be reclassified as a *Reserve* member until their current ID Badge expires. Thereafter, if regular participation is not reestablished through participation, the *Reserve* member will be removed from the membership roster once their existing membership badge expires. *Reserve* members will be identified with the letter "Y" in front of their ARES® ID on the net check in rosters.

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III. ACTIVITIES

The regular membership meetings for this organization are held at 1900 hours local time on the third Tuesday of each month at the Flagler County EOC located at 1200 East Moody Blvd. in Bunnell, Florida. The meeting generally lasts about two hours. Additional meetings may be called for special training activities.

ARES®/RACES of Flagler County, Florida nets are conducted every Wednesday on the 145.470 (-600, pl 123.0), 145.410 (-600, pl 123.0) or on the 443.150 (+5 MHz) repeater beginning at 1900 hours local time. Each net usually lasts about 30 minutes.

Meetings and the Nets are opportunities for the EC and AECs' to communicate with the membership, providing organizational updates and status reports, changes in the organization, and provide answers to member's questions and/or concerns. Weekly Nets and monthly meetings are the primary forums used to exchange training material and/or public service information.

One or more times each calendar year, our ARES®/RACES organization conducts an ARRL sanctioned ***Simulated Emergency Test***, or ***SET***. This event is conducted nationally by all ARES®/RACES organizations and is sponsored by the ARRL, American Red Cross and/or Flagler County Office of Emergency Management. Each of these organizations may formulate the emergency scenario. A ***SET*** is a training activity used to show members how real emergency situations are handled within the local community. ***SET's*** may also be used as a self-evaluation exercise to assess our overall preparedness for various emergency situations.

When an emergency situation threatens or actually occurs, it's too late to begin thinking about how well our organization will function as a team. A critical individual responsibility is for each member to continually assess his/her own level of readiness. Training events assist all of us to answer this question. Remember, if you are an ***ARES®/RACES of Flagler County, Florida*** member, it is your responsibility to be knowledgeable and available to support the organization and its mission.

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IV. EMERGENCY CALLUP

Members should stay informed about events that could require **ARES®/RACES of Flagler County, Florida**, involvement. Our services could be called upon even though threatening weather exists in another part of the Florida peninsula. Under these circumstances, our organization would be activated to provide shelter communications support.

When activated, little time is available to discuss the situation on the net frequency. Members should monitor local news and weather reports through public radio and television broadcasts so they know what conditions prevail within Florida. If you know of threatening weather that may cause an evacuation or emergency, here or elsewhere in Florida, please monitor the 145.470 repeater for notification of ARES®/RACES activation and for shelter and membership communication requirements. Once our organization is activated, a net will immediately be opened. This is your opportunity to check-in then inform the Net Control Station operator of your availability.

At some point during initial activation of our organization and before a formal net has commenced, the assigned NCS operator or staff official may not yet be in position to take control of the net. During this transition period, the first “*regular*” member to check-in should assume the position of the NCS operator until relieved by the assigned individual. That way an organized transition from an open repeater to a controlled net will occur.

Occasionally a “*regular*” member is unable to leave their residence to accept a field assignment but is able to assist with the operation. Obviously, if everyone were in this position, we would not have enough operators to cover field assignments. To better utilize all of our operator assets, the following procedure will be used to maximize participation from those operators who are unable to accept field assignment.

Any “*regular*” member who cannot accept a field assignment, but can assist with the emergency, will be assigned “monitoring station” duty for some defined period of time. One or more local repeaters or, where capable, HF frequencies will be assigned over which a listening watch should be maintained. Individuals monitoring these frequencies/repeaters shall intercept communications from other hams or organizations requesting information about the emergency then direct them to the primary ARES®/RACES 2 meter repeater. A secondary assignment is telephone call-up. Operators assigned this duty will be given a “zone(s)” from the membership roster. Individual members in each zone(s) should be contacted to determine their availability to serve during the operation. The results of the call-up activity shall be reported to the AEC of Operations or the EC, upon request.

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ALERT LEVEL DEFINITIONS

The following definitions appear in the North Florida ARRL Section Emergency Plan, which we have adopted for our use. They best apply to long-term events. The principal method of notification and membership activation is through the **ARES®/RACES of Flagler County, Florida 145.470 Repeater**.

- **LEVEL ZERO:** -- No emergency. No activation expected at this time.
- **LEVEL ONE:** -- No emergency actually exists but the potential exists for call-up. All members of **ARES®/RACES of Flagler County, Florida** should monitor public radios, TV news media, and monitor the 145.470 repeater. All members should prepare to respond quickly to a call-up.
- **LEVEL TWO:** -- The EC will notify the local net that the area is on a limited emergency status. All local **ARES®/RACES of Flagler County, Florida** members should actively monitor the primary emergency repeater for further announcements. Provisions for auxiliary power should be considered at this time. Make certain that your home is secure and your family is prepared for the emergency.

Many local emergencies, even severe ones, can be handled without ever going beyond Condition Two.

- **LEVEL THREE:** -- The highest level of alert possible in an ARES® emergency operation. The EC will declare certain repeaters "closed", as required, while the Emergency exists. All stations will be under the direct control of the ARES® Net Control Station (NCS).

Level Three is the only alert condition which the SEC or SM will ask the FCC to declare a cleared frequency to hold down destructive interference.

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NON-MEMBER PARTICIPATION

Events that cause **ARES®/RACES** activation are usually significant enough to be reported by the local news media. Amateur Radio Operators, other than our members will often offer their assistance. Some of these individuals will appear out of nowhere; as though they have emerged from the woodwork, thus we affectionately refer to them as "*woodworkers*". Generally, *woodworkers* may assist where necessary, but if the event is declared a RACES activation, they may not be used. Only trained, active Regular **ARES®/RACES** members may participate in this type of activation. Also, due to ID requirements, *woodworkers* are not to be assigned to PSAP duty.

Woodworkers may be used to assist and staff needed communication positions such as shelters. Whenever possible they will be assigned and placed with a trained **ARES®** member who will guide and instruct the *woodworker* in the proper **ARES®/RACES of Flagler County, Florida** procedures. Often *woodworkers* become **ARES®/RACES** members following an activation event. This policy is in place not to exclude individuals, but to recognize that the skill level of a trained member makes them better able to perform efficiently in almost any emergency scenario.

ADDITIONAL CONSIDERATIONS

A great deal of consideration has been devoted to the topic of an activation call up. Activation will come at the request of one of our served agencies, but members may anticipate a call in the face of developing hazardous weather circumstances. Our primary mission is to provide emergency "backup" communications support to Flagler County Emergency Services – Communications (ESF-2), and the American Red Cross. Our communications skills will be necessary in the event standard channels of communication are disabled or are unable to adequately handle the unusually high volume of traffic associated with the emergency.

The term "ambulance chaser" often comes up in discussions where some amateurs have "volunteered" their unsolicited services at the scene of an accident or emergency. Volunteers are sometimes viewed as unwelcome intruders by some emergency response teams. Please remember that Flagler County's communications capabilities are very adequate and are staffed with competent employees. The reputation of **ARES®/RACES of Flagler County, Florida** is widely known and respected. If we are needed to assist Flagler County, we will receive our activation call-up from ESF-2 or another county agency.

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V. NET PROTOCOL

Effective communications only occur between a transmitting station and the receiving operator. Communications during an event must take place as accurately and quickly as possible and should be done by using communications techniques and terminology known well in advance of the event.

During an emergency, a person's life may be saved or lost as a result of our communication skills and the ability to quickly and accurately convey our needs. Normal Amateur operating procedures may not be applicable for some highly specialized forms of communication. Described here are techniques that will facilitate acceptable emergency communications. All operators are expected to adhere to these standards as closely as possible during the operation of an emergency communications net.

EMERGENCY OPERATIONS

Net Control

Net Control Station operators will keep a log that accurately accounts for all members who are activated, their name, call sign, location, time on duty, and any information regarding relief from the assigned position. If these stations have been assigned duties, the NCS operator should know what those duties are, or should know which official to contact to authorize unusual or unfamiliar operator assignments. The Net Control Station operator will also be responsible for **maintaining an accurate log** of all communication activity including specific operator assignments. This log activity must be accurately maintained throughout the event and, when applicable, turned over to the relieving NCS operator, the Net Manager, or an ARES®/RACES staff official.

Listen Before Talking

Understand the situation before transmitting. Incidental transmissions may cover a vital report. Always monitor the frequency before transmitting to the NCS. If the NCS operator is busy handling traffic, please wait until it is concluded before attempting your transmission. Wait your turn! If the net is already in progress when you arrive on frequency, check in giving your assigned ARES® number and your call sign. The NCS operator will acknowledge stations recognized. If you are not recognized, wait a reasonable length of time, and check in again.

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Once members have checked into the net, future transmissions to the NCS operator should be made by giving your call sign suffix only. For example, if your full call sign is KB4RTG, just say RTG or ROMEO TANGO GOLF. This reminds the NCS operator that your station has already been placed on the list of check-ins. If your call sign only has one letter following the number like KF4X, identify yourself by saying FOUR X or FOUR XRAY. The X or XRAY alone may be misinterpreted or overlooked. Use of suffix to check-in to a net is acceptable. However, the full call of the individual must be given by that individual within ten (10) minutes of the use of his/her suffix.

Use of the term "Break"

The use of the work BREAK should be used sparingly, if at all, during any net. Utilizing the word BREAK alone indicates considerable urgency or an emergency exists and that all ongoing communications should cease until the breaking station is recognized. If great urgency does not prevail, do not use the word BREAK at the beginning of any transmission. If the message is *very* urgent, use BREAK-BREAK or the word "emergency", but do not say either unless it is a very urgent, life-threatening situation. NCS operators may sometimes use the word BREAK during a continuous transmission to indicate the end of a message with one station and the beginning of a message to another operator on the net. An acceptable example of use of the term "Break" is: "Roger your message N4PY, BREAK with you, W1WLH send your message".

Keep Communications Brief

During an emergency, communications are much different from normal repeater activity. Long-winded transmissions use up airtime and tend to delay expeditious message handling. This must be avoided! Think about what you want to say and convey only that message using as few words as needed to get your message across. Extra words spoken delay message delivery and keep others on hold until you are done.

Q signals typical for HF communications are out of place in the VHF/UHF FM repeater world! Use direct conversation saying exactly what you mean. Avoid the use of slang terms commonly used in Citizens Band radio transmissions.

Station Identification

When checking into a net please give your ARES® number, your full call sign, tactical call if applicable, and indicate whether you have comments. FCC rules require a station to identify itself every ten (10) minutes, but there are times when the use of a full call sign at the end of a transmission is considered inappropriate chatter. Good Amateur Radio operating practice dictates that a ham radio operator identify his/her station once each ten (10) minutes, not at the end of each transmission!!

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There are some communications events that require the use of tactical call signs, rapidly indicating key station information such as operator function and position. **This does not take the place of legal identification requirements.** Call signs should be used to satisfy FCC requirements. When seeking the attention of Net Control, use your call suffix or, if applicable, assigned tactical call.

NON-EMERGENCY OPERATIONS

Almost all of the above is applicable to non-emergency operations, like public service events, simulated training, or weekly nets. Most of our non-emergency events are helpful training activities that better prepare members for actual emergency scenarios. These events are for practicing techniques used during an actual disaster.

Message Handling

A primary role in any activity is communications effectiveness. Radio Amateurs offer this service to the community which is unmatched by any other organization, professional or volunteer. Consequently, when asked to serve, most operators will pass messages, or traffic, between fixed, portable, or mobile stations. In its simplest form, messages will be sent based upon a verbal request. This may be the quickest, but it is also the most prone to error, and has little or no accountability.

Another form of traffic is the FORMAL method, using the established procedures and forms provided by the ARRL. The League strongly encourages this method. It provides excellent accountability, but its formal nature does not always lend itself to VHF/UHF nets.

A form of traffic that was developed locally is the TACTICAL message, using the 4x5" "Quick Message Form". Many members and some communications sites have been provided with copies of this form. This method offers a compromise between the conveniences of oral messages, with the accountability of the Formal format. Each of these three message formats or styles has its particular place.

The FORMAL written message will be used for traffic that is destined to leave the immediate Central Florida area. If needed to communicate with another agency not in direct contact with Net Control, the FORMAL form must be used. This may be a message leaving the state or the country and may utilize the services of the National Traffic System. The ARRL has written much on the procedures used when passing FORMAL written traffic and will not be elaborated here.

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The TACTICAL written message will be used only for communication with other points that are internal to the communications emergency within the immediate Central Florida area. Emergency Management and Red Cross messages to the Flagler, Seminole or Osceola areas will use the TACTICAL message format. It will be easier to have the client write a message on the Quick Message Form. This procedure forces the sender to think about the message content and the originators must take responsibility for the requests and any reply. The TACTICAL form offers accountability because of the written copy of what was transmitted. It also permits a reply to be written on the same form.

If the message involves a request for materials or supplies, it is best to be documented in writing. If questions arise about certain messages that are signed by the sender, it is very easy to substantiate the message content since it's in writing.

CASUALTY REPORTS

If a situation gets very bad, there may be human injuries or deaths and this information may have to be reported. If ever asked to pass such a message, ALWAYS get it in writing. Any transmitted information regarding casualties must be authenticated and approved in writing by a member of the Office of Emergency Management and a Red Cross Director (not just a volunteer), or other appropriate official.

Amateurs are licensed to transmit on Amateur frequencies, but listeners do not have to be licensed, and many people will be listening to **ARES®/RACES of Flagler County, Florida** nets during an emergency. Incorrect or inappropriate reports of injuries or deaths could worsen an already desperate situation by causing undue concern or panic. Make sure the sender is aware that our communications are not secure. Think before transmitting such a report. GET IT IN WRITING!

HEALTH AND WELFARE TRAFFIC

Out-going Welfare "assurance" messages will be given a W (Welfare) precedence and will **not** be handled on any net where Condition Two or Condition Three exists, unless approved by the Net Manager. After a return to a Condition One, the routine NTS nets can handle all Health and Welfare messages.

ARES®/RACES of Flagler County, Florida

ITU PHONETIC ALPHABET

Following is the phonetic alphabet adopted by the International Telecommunication Union and should be used to the maximum extent possible whenever the need arises to phonetically spell words over the air. In far too many cases, hams are substituting other phrases for the ones defined below. Please learn the correct phrases and use them when necessary.

A	Alpha	J	Juliet	S	Sierra
B	Bravo	K	Kilo	T	Tango
C	Charlie	L	Lima	U	Uniform
D	Delta	M	Mike	V	Victor
E	Echo	N	November	W	Whiskey
F	Foxtrot	O	Oscar	X	X-Ray
G	Golf	P	Papa	Y	Yankee
H	Hotel	Q	Quebec	Z	Zulu
I	India	R	Romeo		

ARES®/RACES of Flagler County, Florida

VI. FREQUENCY ASSIGNMENTS

ARES®/RACES of Flagler County, Florida, communications and facilities are in accordance with the National Frequency Allocation Band Plan for RACES and the State of Florida Plan.

- **145.470 MHz** (-600 KHz shift, 123.0 Hz CTCSS) Primary Flagler County emergency repeater. Used for "call-up" and establishing points of communication.
- **145.410 MHz** (-600 KHz shift, 123.0 Hz CTCSS) Secondary Flagler County emergency repeater.
- **147.300 MHz** (+600 KHz shift, 123.0 Hz CTCSS) Secondary Flagler County emergency repeater.
- **443.150 MHz** (+5 MHz shift) Secondary Flagler County emergency repeater.
- **443.300 MHz** (+5 MHz shift) Secondary Flagler County Administrative repeater.
- **146.580 MHz** (Simplex) Flagler County A.R.E.S. / RACES Backup frequency.
- **146.520 MHz** (Simplex) National Simplex Frequency.
- **3950/7242 KHz** (LSB) Northern Florida ARES® Net. Daily Nets are held on one of these frequencies beginning at 0900 local time. In a declared emergency, this net would be the main contact point to the rest of North Florida Section.
- **3993.5 KHz & 7253.5 KHz** (LSB) Florida State RACES SSB High-Frequency voice only to interconnect Flagler County Office of Emergency Management with Counties in Northern Florida.
- **3546.5 KHz & 7121.5 KHz** Florida State RACES Alternate mode using code or Radio Teletype to interconnect Flagler County Office of Emergency Management with other counties.
- **145.230 MHz** (-600 KHz shift, 123.0 Hz CTCSS) East Central District Net.
- **146.625 MHz** (-600 KHz shift) Gateway repeater to NWS Weather Forecast Office in Jacksonville, WX4JAX.
- **145.210 MHz** (-600 KHz shift) Gateway repeater to NWS Weather Forecast Office in Jacksonville, WX4JAX.
- **144.390 MHz** APRS primary frequency.

Although the ARES® manuals indicate a 40m frequency for nets as being 7253.5 KHz, the North Florida section when not on the 80m frequency, utilizes 7242.0 KHz as an alternate.

ARES®/RACES of Flagler County, Florida

In summary: 145.470 MHz is our primary 2m (VHF) repeater and 443.150 MHz is our primary 70cm (UHF) repeater used by **ARES®/RACES of Flagler County, Florida** during special events and actual emergencies. The 145.410 MHz and 147.300 MHz repeaters are backup machines. The Flagler Emergency Communications Association maintains *145.470, 145.410, 147.300, 443.300 & 443.150 MHz* repeaters.

Most emergencies involve communication points within Flagler or nearby counties using short-range portable communication stations through VHF and UHF repeaters. Comparable low band HF stations and their antennas' are much more complex and immobile. If the need for long distance message traffic handling arises, existing installations, included in the activation master plan, will be used. Message traffic is sent to low band stations using UHF/VHF repeaters. The monitoring HF station will transmit long distance messages to the appropriate monitoring stations throughout the NTS emergency network. Monitoring stations also direct late check-ins and stations outside Flagler County to the appropriate net or control frequency.

ALTERNATE REPEATER OPERATION

In the event of the loss of our “primary” VHF (145.470 MHz) repeater, all participating stations should switch to simplex and transmit/receive on the repeater output frequency (145.470). Follow the instructions from the NCS. **ARES®/RACES of Flagler County, Florida**, has “secondary” repeaters available. Once the new repeater has been identified, all operators will be advised by the NCS operator of the new “secondary” repeater to use. We also have additional repeater assets in reserve and can quickly activate them if needed.

When the net control operations move to another (secondary) repeater, a monitoring station, with excellent simplex receiving ability, will be activated to continuously **monitor** the primary Flagler County Emergency Repeater output frequency (145.470) to direct all transmissions heard there to the new “secondary” repeater in use. A *Monitoring Station* is necessary since wide distributed of our primary 145.470 MHz repeater frequency is well known by outside county ARES®/RACES officials who would attempt to contact Flagler County ARES®/RACES officials using that repeater frequency.

ARES®/RACES of Flagler County, Florida

VII. SUPPORTED AGENCIES

ARES®/RACES of Flagler County, Florida has working arrangements with the following organizations:

- The Flagler County Division of Emergency Management – Communications (ESF-2)
- The Flagler County Fire and Rescue Division
- The Flagler County Sheriff Department
- The Flagler County Division of Forestry
- The National Weather Service Office in Jacksonville
- All Flagler County Municipalities

The following will summarize the operations that are expected with these agencies.

When dealing with served agencies we must remember that ARES® is a self-contained emergency organization, and retains its own identity. When an ARES® operator is assigned to a duty post anywhere, he/she remains an ARES® operator with a state tracking number for the full length of the ARES® assignment. That operator is responsible directly to the EC (and designated assistants) and to no one outside the ARES® organization.

ARES®/RACES of Flagler County, Florida

DIVISION OF EMERGENCY MANAGEMENT OF FLAGLER COUNTY EMERGENCY SERVICES

Flagler County Emergency Services personnel are authorized to call a RACES emergency. Until that happens, most activities will be conducted as an ARES® event.

A request for assistance from Flagler County Emergency Services will most likely be to aid some other public service agency like the county fire or police departments. The Flagler County Office of Emergency Management is part of the Flagler County Fire and Rescue Division.

Over the years, Flagler County Emergency Services has provided a great deal of assistance to **ARES®/RACES of Flagler County, Florida** and has funded a large portion of the Amateur Radio Equipment now in place at the Flagler County Emergency Operations/Communications Center (EOC), and at other locations. Flagler County Emergency Services has also provided **ARES®/RACES of Flagler County, Florida** with specialized training.

Flagler County Emergency Services transferred command/control/support for **ARES®/RACES of Flagler County, Florida** to the Division of Emergency Services – Communications. This realignment was necessary to provide us with better support since our mission is communications. We are now aligned with ESF-2 (Emergency Support Function #2), Communications, as described in the Flagler County Emergency Plan. Any emergency in which ESF-2 is involved will most likely involve our organization.

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THE FLAGLER COUNTY FIRE AND RESCUE DIVISION

These fire and police departments have very elaborate communication facilities already in place. On rare occasions may they experience a communications failure severe enough to need our assistance. If that should occur, we may be placed in emergency vehicles to augment or supplement their communications channels. This auxiliary communication capability is a valuable asset to any organization that depends on radio communications for proper daily operation.

If we are invited to participate in an active emergency operation, upon arrival at the event, member vehicles should be parked in a location that does not subject them to risk of damage and out of the way of emergency vehicles, their associated hoses and/or support equipment. Do not block access roads. Do not drive over fire hoses. If you arrive at an emergency scene and have not yet been assigned a support position, or are otherwise inactive, stay behind the established emergency lines. Contact should be established with the personnel in charge of the situation for assignment.

THE NATIONAL WEATHER SERVICE

Amateur involvement with this agency is through the SKYWARN program. SKYWARN is organized and operated by the National Weather Service, a part of the National Oceanic and Atmospheric Administration (NOAA). Although Amateurs are used in the area, in other locations other communication services are used too. The local Weather Service office appoints an individual to head up the SKYWARN program, the Skywarn Manager.

In the event of any significant weather event, including but not limited to Tornados, hurricanes, (etc...) is forecast for the area, the Weather Service may request the formation of a SKYWARN Net. The SKYWARN manager is notified and a repeater net is activated. The sighting of a funnel cloud (with or without debris), wind damage, large hail, or serious flooding should be reported to net control. That information is then relayed to the National Weather Service. Although not directly related to ARES® or RACES, many members of our organization are also members of SKYWARN. SKYWARN may be activated during our events if weather conditions are determined to be favorable for the development of inclement weather.

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VIII. SHELTERS

When our members are asked to assist with shelter communications, there are a number of things to be accomplished. First, prepare yourself to remain at the shelter for many hours or as long as you can (possibly up to 72 hours). Hurricanes do not come and go quickly. If the storm does move toward Central Florida, operators may be trapped in the shelter for some time. Make shelter arrangements for your family. It may be best to take them to the shelter with you. The Red Cross will make every effort to provide food, water, and, on a limited basis, emergency aid to those in shelters who may need it. Operators should provide their own emergency power for their radios. Some of the shelters have emergency generators, but not many. Batteries are best, but bring more than one.

Amateur operators assigned to shelters should report to the Shelter Manager upon arrival. Identify yourself and your function. Some of these people will be highly skilled and very experienced, while others may not know how to use an Amateur Communicator.

If a radio station has not been setup, complete that detail as soon as possible. Try to set up near the shelter manager's site, but not in an overly noisy area. In many gymnasiums there is a ticket office that also allows for antenna feed lines to be run outside. If your shelter is close to the repeater in use, an antenna may not be a problem. Try to establish the most dependable antenna you can. Be cautious of long stretches of wire as shelters may have a large number of people who may trip and fall over antenna cables. If the station is already set up, report to the current shelter operator as well as the Shelter Manager. If arriving to relieve another operator, ALWAYS get a briefing from that person. Find out as much as you can, before the previous operator leaves. It would be best to have much of this information in writing. Be sure you know who the current shelter manager is and how many folks are in the shelter at that time.

Once you have the necessary shelter information, check into the net and inform the Net Control Station operator of the current shelter status. From that point on, try not to be out of radio contact with the NCS operator unless notifying the NCS operator of your need to be off frequency for a specified period of time. ***This is of critical importance so please cooperate fully!!***

ARES®/RACES of Flagler County, Florida

There are specific items of information the EOC, and other agencies, will need to know about each shelter. These include, but are not limited to, the number of the people housed in the shelter, the number of evacuees with special medical needs, the name of the shelter nurse, and any other information specific to the shelter you are assisting. This information will be requested periodically by various sources while shelters are open. The Shelter Manager should provide you with this information.

At times, ARES® Shelter Radio Operators may be asked to help to perform other chores within the shelter that are not necessarily related to communications. Sometimes the Shelter Manager may not have the necessary number of volunteers to fully support the shelter operation. Our primary mission is to provide two-way radio communications support for the shelter. Use your discretion if asked to assist the shelter manager in other areas but be sure to inform the NCS operator of any such activity and above all, NEVER break radio contact with the NCS operator unless previously advised and approved.

Emergency weather bulletins, such as tornado warnings, and other announcements could be given at any time during our tour of duty and will immediately be relayed to you through the NCS operator. In many shelter situations it is necessary for the shelter radio operator to use earphones to insure successful acoustic reception of the net. Ambient noise is a major problem to communications so please understand this requirement ahead of time and prepare your equipment accordingly.

ARES®/RACES of Flagler County, Florida

IX. ADDITIONAL EMERGENCY ACTIVITIES

Other than for Emergency Shelter operations, there are few other localized emergencies that could involve our organization. As an example, major communications blackouts occurred in Mexico City due to massive earthquake activity. Radio and telephone communications were disrupted for extended periods of time. The only means of radio communication that exists in this circumstance is the use of battery powered hand-held, portable (mobile) communications equipment. This type of equipment already exists in the Flagler County area. Most hospitals are equipped with emergency power to keep their radio communications equipment functioning while regular electric power is out. Fortunately, earthquake activity of this type is rare to nonexistent in this part of the world but other localized weather phenomenon like hurricanes and tornados can cause similar communication outages. **ARES®/RACES of Flagler County, Florida** is one organization that remains ready to reestablish communications links when called upon.

A more typical implementation of our ARES® organization would involve tactical communication (see VHF/UHF Net Protocols). If activated, members will be asked to travel to other parts of the county; a shelter, or a command post, etc., to setup their communications station. If an **ARES®/RACES of Flagler County, Florida**, member is the first person to arrive at the assigned location, try to identify the individual in charge of the operation for which your communications skills have been requested. This might be an Shelter Manager, a Battalion Fire Chief, the Flagler County Sheriff, or some other local official. Inform that individual of your availability to assist in establishing communications. From there, set up your station and report your situation to the ARES® NCS operator. Then remain alert for further instructions.

ARES®/RACES of Flagler County, Florida

APPENDIX I

PRIMARY EOC, EMERGENCY OPERATIONS CENTER

Location:

Flagler County Emergency Operations Center
1200 East Moody
Bunnell, Florida 32110
[386] 437-7381

Equipment:

1 - 144-148 / 440-450 MHz FM transceivers

AUXILIARY EMERGENCY OPERATIONS CENTERS

Location:

Palm Coast City Hall (City of Palm Coast EOC)
2 Commerce Blvd.
Palm Coast, Florida 32164
[386] 986-3700

Location:

Flagler Beach Fire Station (City of Flagler Beach EOC)
320 S. Flagler Ave.
Flagler Beach, Florida 32136
[386] 571-2010

ARES®/RACES of Flagler County, Florida

APPENDIX II

COMMUNICATIONS NETWORK PLAN

An emergency operating structure for our organization has been adopted and is available from the EC if needed. Although it represents a fully activated situation, less involved levels of deployment may still utilize some features of this plan to fulfill communication needs. The plan is intended to be used as a management tool by the EC and his/her AECs to insure the proper deployment of operators to all needed communication sites, and to estimate the level of work force needed to cover the situation for its duration. During a long event, shift relief for all operators should be planned so there are no communications lapses at any shelter. **All EOC's should, when possible, be staffed with operators who have 70cm operating capability**, since UHF communication links will be used to tie all involved Emergency Operation Centers together on a common repeater frequency.

Both VHF and UHF nets can be operated from the (EOC) Emergency Communications Center on any designated repeater. The Operations VHF Net will allow the routing of members to communications points under the direction of the Operations AEC. Upon reaching a communications point, ARES®/RACES operators are to check in with the *shelter manager* then establish radio communications with the EOC VHF Net and/or the Administrative UHF Net.

These nets link together all the **ARES®/RACES of Flagler County, Florida** operators throughout the county with the command/control center commonly referred to as the EOC. This network of operators or "Shelter Nets" couples all shelter communication functions to other evacuee management resources. The NCS operators will be located in the ARES®/RACES Communications Room at the Flagler County Emergency (911) Communications Center (EOC). In smaller emergencies and exercises, the Net NCS operator(s) may be located at the individual's home locations, since the county EOC may not be open.

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APPENDIX III

INITIAL ACTION CHECKLIST

The net control station and/or ARES® officials on the designated emergency net will provide additional instructions, including information on frequencies used for other resource and tactical nets. Normally, a resource net will enroll volunteers and provide information on how you can assist.

- Be prepared to operate. Check all equipment and connections.
- Check-in with your assigned contact. Deploy to assignment with “Ready” kit.
- Obtain tactical call sign for your location/assignment.
- Initiate personal event log (use form at end of this booklet).
- Enter assigned frequency(s) on log sheet and on emergency/frequency plan.
- Use log form to record messages handled.
- Use a formal message form when a precise record is required.
- Use tactical call sign for your location, while observing FCC’s ten-minute ID rule.
- Monitor your assigned frequency AT ALL TIMES. Notify NCS if you have to leave.

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APPENDIX IV

BASIC DEPLOYMENT EQUIPMENT CHECKLIST

When responding to an emergency event, or even a training exercise, there is a minimum set of equipment and personal gear you should bring with you to get the job done. Basic items include:

- 2-Meter HT
- ARES® ID Card
- 2-Meter Mag-Mount antenna and coax
- Extra batteries
- Ear-phone
- Appropriate clothing
- Paper and pencil
- Food and water

The majority of these items should be kept in a "Ready Kit." Just pick it up on your way out the door for deployment. You might also consider the items on the following list for inclusion in this ready kit, designed to allow you to stay in the field for up to 72 hours.

ARES®/RACES of Flagler County, Florida

APPENDIX V

EXTENDED (72-HOUR) DEPLOYMENT EQUIPMENT CHECKLIST

- Snacks
- Liquid refreshments
- Throat lozenges
- Aspirin
- Prescriptions
- Toilet articles
- First aid kit
- Message forms
- Log books
- Shelter (tent and sleeping bag)
- 3 day change of clothes
- Foul weather gear
- 3 day supply of water and food
- Portable stove; Mess kit with cleaning kit
- Flashlight
- Batteries
- Candles
- Water proof matches
- Alarm clock
- Toolbox
- Electrical and Duct tape
- Soldering iron and solder
- Safety glasses
- VOM
- Additional Radios, packet gear
- Microphones
- Headphones
- Power supplies, chargers
- RF Connectors
- Antennas with mounts
- Patch cords
- SWR bridge (VHF and HF).
- Extra coax
- ARES® Standardized Connectors (Anderson Powerpole®)

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APPENDIX VI

ABOUT YOUR “READY” KIT

Power -- Your radio 72-hour kit should have several sources of power in it, with extra battery packs and an alkaline battery pack for your HT. For mobile VHF and UHF radios, larger batteries are needed. Gel-cell or deep-cycle marine batteries would be good sources of battery power, and you must keep them charged and ready to go. It is also wise to have alternate means available to charge your batteries during the emergency. You can charge smaller batteries from other larger batteries. You can build a solar charging device. If you're lucky, you may have access to a power generator that can be used in place of the normal electrical lines. Have more battery capacity than you think you might need. Have several methods available to connect your radios to different power sources.

Gain Antennas -- You can expect to need some kind of gain antenna for your HT, as well as an additional gain antenna that can be used on either your HT or your mobile rig. Someone else might need the extra antenna, or your first antenna might break. For VHF and UHF, you can build a J-pole from a TV twin lead, for an inexpensive and very compact antenna. Have several lengths of coax in your kit, totaling at least 50 feet and with barrel connectors to connect them together.

Personal -- Include staples: water, or a reliable water filtration and purification system; enough food for three days; eating utensils, a drinking cup and, if needed, a means of cooking your food. Shelter is also important. Here, you are only limited by the size of your kit and the thickness of your wallet. Some hams plan to use their RVs as shelter, conditions permitting. Other disaster conditions may make the use of an RV impossible, so you should have several different plans for shelter. Light is important psychologically during an emergency. Make sure that you have several light sources available. Various battery-powered lights are available, and propane or gasoline-fueled lanterns are also good possibilities.

ARES®/RACES of Flagler County, Florida

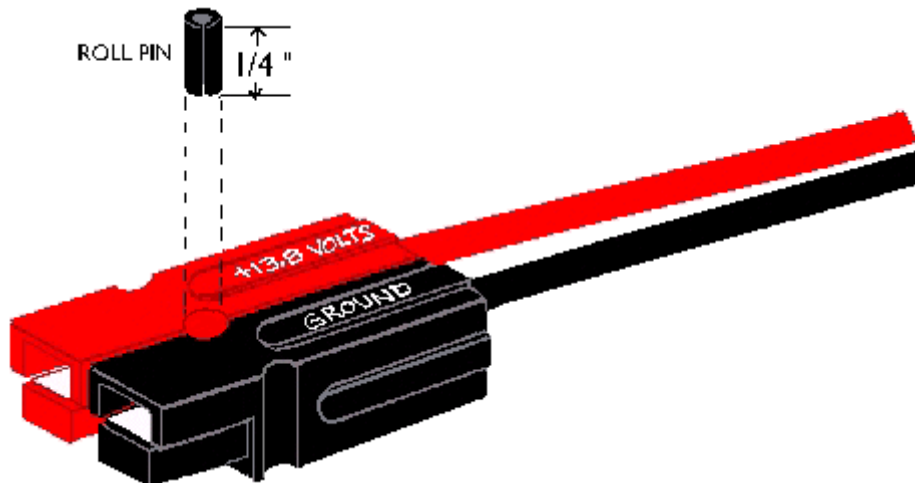
APPENDIX VII

ARES® Standardized Connectors (Anderson Powerpole®)

For years hams have used "Molex" connectors as a standard to connect their radios and other equipment to power sources. The Molex connector had the drawback of being limited to about 10 amps, and was often used well beyond their ratings.

RACES and ARES® organizations have now standardized on the Anderson Powerpole® for DC power connections. They offer the advantage of handling 15, 30 or 45 amps using the same connector (the contact must be matched to the current load). They are also genderless, meaning the supply and load connectors are the same, reducing the number of part required (but be careful you do not connect two different supplies!).

Both the 15-ampere or 30-ampere sizes may be used, and both sizes mate with each other. The 30A connector is preferred as it is compatible with both. The plastic housings are the same for both sizes. The barrel area (which holds the wire) of the 15-amp silver-plated contact is smaller than that of the 30-amp contact, but the contact area is the same. The connectors dovetail together into a compact unit.



Housings should be mated according to the diagram above, viewing from the contact side (opposite the wire side), tongue down, hood up, RED on the LEFT, BLACK on the RIGHT. Use a 3/32-inch-diameter roll pin, 1/4- inch long, to keep the housings from sliding apart.

Highly conductive silver-plated copper contacts allow minimal contact resistance at high currents. Self-wiping action on make and break keeps conducting surfaces clean. Contact dents keep connectors mated in high-vibration applications and provide quick-break, snap action upon disconnect.

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Non-corrosive stainless-steel leaf springs maintain constant contact pressure — ideal for frequent connect/disconnect cycles and intermittent overloading. Durable, high impact-resistant, polycarbonate housing with UL94V-2 flammability ratings comes in many colors for circuit traceability and coding.

Identical connector halves are genderless, making assembly quick and easy and reducing the number of parts stocked. Molded-in dovetails allow for a customized harness in a variety of configurations. When the connectors are disconnected, no metal parts are exposed.

The housings cost less than 50 cents each, and the contacts cost less than 30 cents each (2002 prices, Allied Electronics). Kits can be purchased online, typically priced at \$10 for 10, \$20 for 25 sets. Make sure your kit comes with the roll pins (used to keep the red and black housings from separating).

The connectors can be panel mounted with clamp receptacles, consisting of two aluminum plates (Anderson part #1462G1), notched to hold the plastic housings when they are dovetailed together.

The plastic housings come in other colors also. Red and black are suggested for standard DC connectors (red as positive and black as negative).

ARES®/RACES of Flagler County, Florida

APPENDIX VIII

SAFETY – Think Safety First

The responsibility applies to EVERYONE!

Train For Safety Now - Through training and life-experiences, prepare yourself to cope with emergency situations. Training allows you to demonstrate your skills and gives you the confidence to call upon them should the need arise.

Remember - Home, portable, and mobile stations must be safe for you and others that may come in contact or be affected by them.

Two-Person Concept - Certain incident responses include the two-person concept and this should be strictly adhered to.

HAZMAT - Determine the need for HAZMAT precautions before approaching an incident.

FAST! - The fastest way to an incident is to prepare and know your intended route. Familiarize yourself with the area. Ask your self, “Am I operating in a manor safe for myself and others.”

FEAR - Emergency situations create fear. Build confidence in your ability to function despite your fears.

STRESS - Stress has the potential to cause panic. Whilst the circumstances may be beyond our control, we can train our response. Be realistic. See circumstances as they are not as you want them to be. Learn techniques to calm anxiety, and be part of the solution to the problem at hand.

Size up situation (Surroundings, Physical condition, Equipment).

Allow yourself time. Undue haste makes waste.

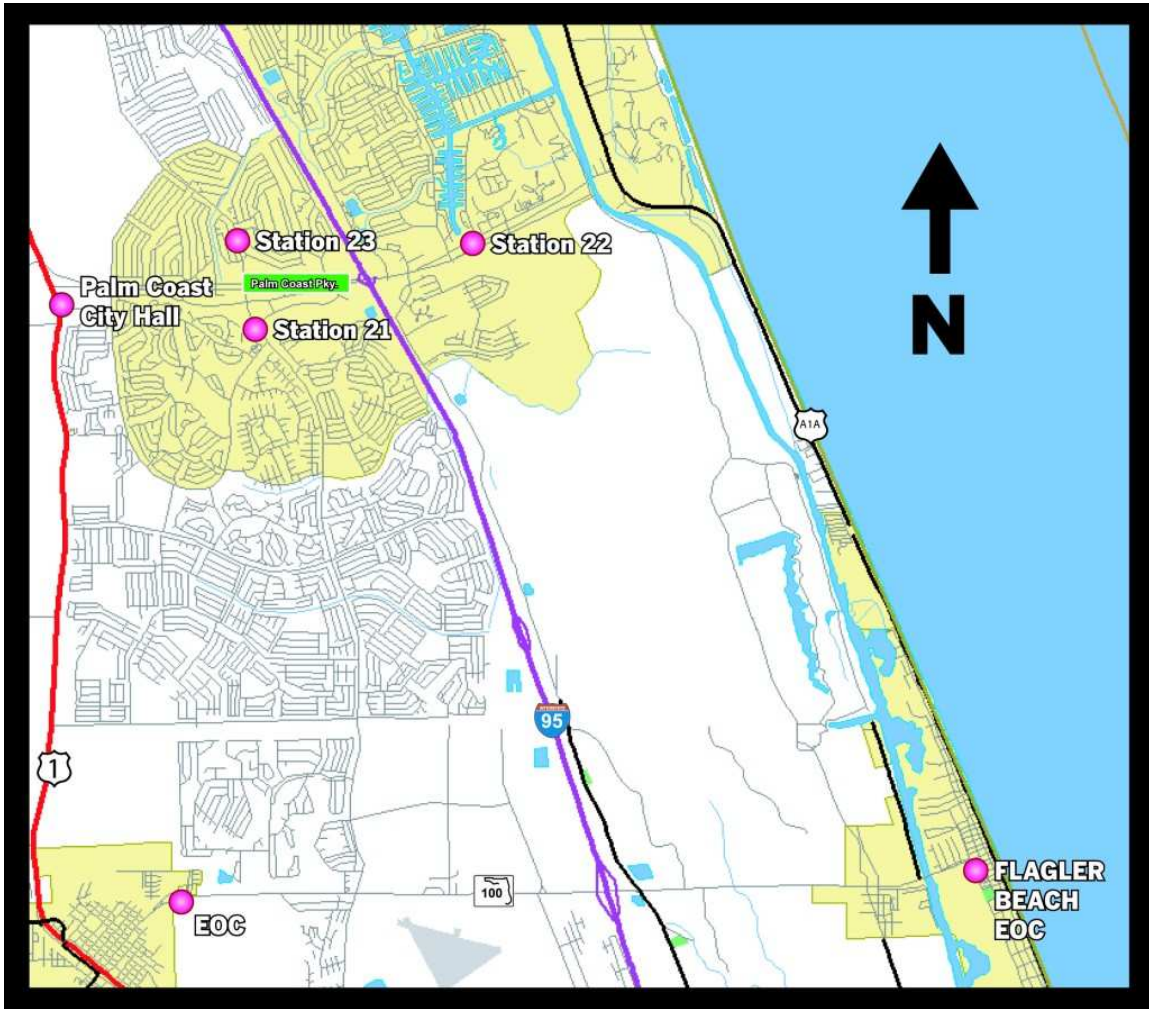
Function. Practice allows you to function despite fear or stress.

Environment. The key to items in your emergency kit.

ARES®/RACES of Flagler County, Florida

APPENDIX IX

Flagler ARES® Map of Interest



Palm Coast City Hall
2 Commerce Blvd.
Palm Coast, FL 32164

EOC
1200 E. Moody Blvd.
Bunnell, FL 32110

Station 21
4751 Belle Terre Parkway
Palm Coast, FL 32137

Station 23
5750 Belle Terre Parkway
Palm Coast, FL 32137

Station 22
307 Palm Coast Parkway
Palm Coast, FL 32137

Flagler Beach EOC
320 S. Flagler Avenue
Flagler Beach, FL 32136

ARES®/RACES of Flagler County, Florida

APPENDIX X

SAFFIR-SIMPSON HURRICANE SCALE

Category	Pressure	Winds	Surge	Effects
One	28.94"	74-95 mph	4-5 ft	No real damage to building structures. Damage primarily to unanchored mobile homes, shrubbery, and trees. Also, some coastal road flooding and minor pier damage
Two	28.50"	96-110 mph	6-8 ft	Some roofing material, door, and window damage to buildings. Considerable damage to vegetation, mobile homes, and piers. Coastal and low-lying escape routes flood 2-4 hours before arrival of center. Small craft in unprotected anchorages break moorings.
Three	27.91"	111-130 mph	9-12 ft	Some structural damage to small residences and utility buildings with a minor amount of wall failures. Mobile homes are destroyed. Flooding near the coast destroys smaller structures with larger structures damaged by floating debris. Terrain continuously lower than 5 feet ASL may be flooded inland 8 miles or more.
Four	27.17"	131-155 mph	13-18 ft	More extensive wall failures with some complete roof structure failure on small residences. Major erosion of beach. Major damage to lower floors of structures near the shore. Terrain continuously lower than 10 feet ASL may be flooded requiring massive evacuation of residential areas inland as far as 6 miles.
Five	27.16"	greater than 155 mph	18 ft +	Complete roof failure on many residences and industrial buildings. Some complete building failures with small utility buildings blown over or away. Major damage to lower floors of all structures located less than 15 feet ASL and within 500 yards of the shoreline. Massive evacuation of residential areas on low ground within 5 to 10 miles of the shoreline may be required.