

Emergency Communication policy for the City of Wheeler Ver 0.2 first draft/pk

This policy is to outline a communication system plan that Wheeler will use in a major event or a major disaster when normal communications systems such as landline phones, internet service, and cellular phone services are limited or have suffered catastrophic failure.

This system plan would be activated to coordinate local emergency services and responses both within the city as well communicate with other local and county emergency agencies.

The *Wheeler Emergency Communication System will incorporate the established ***EVCNB (Emergency Volunteer Corp of Nehalem Bay)** communications platform using the Yellow Radio (***YR**) on the General Mobile Radio Service (***GMRS**) frequencies. The **YR** is programmed for multiple channels. Wheeler is assigned to operate on the YR channel 108. Wheeler is designated as **Zone 8** in the EVCNB communication plan. Channel 108 is to be utilized for local communications in Wheeler by residents who own a **YR**. There is an active Yellow Radio group that participates in a YR network drill weekly and in Nehalem Bay regional drills.. This system will be activated spontaneously by the community after an emergency or can be initiated by trained city officials when it is deemed necessary.

City of Wheeler elected officials would be able to utilize the YR network to communicate with the citizens of Wheeler. This network, managed by a citizen ***ZNC (Zone Net Control)**, and directed by the **WOC (WOC -Wheeler Operation Center)** can be used to collect critical information from citizens in Wheeler located throughout the city. It will also be used for official communication to the public with emergency instructions and to deploy or direct any available Wheeler emergency assets.

The City of Wheeler elected officials will need to establish an emergency operation center (**WOC -Wheeler Operation Center**) to address any major natural or manmade disaster. One critical part of the **WOC** would be to establish external emergency communications with the ***NC-EOC (North County Emergency Operation Center)** which is the regional north county hub of emergency operation. Communication with the **NC-EOC**, when all other forms of communication are limited or not an option, would need to be done by ***Ham radio**. The **WOC** will need to rely on locate volunteer ***HAM (amateur radio operator)** licenses operators to effectively establish and facilitate communications with areas outside Wheeler using Ham radio equipment. Ham operators would operate on the channel 005 which has been designated by **EVCNB** network system as the primary emergency Ham channel. Other Ham channels in the established Nehalem Bay Emergency communication system will be assigned for use as needed by the **NC-EOC**. Ham operators would be essential in contacting other emergency management agencies by **HAM** radio systems if the **NC-EOC** is not available or inoperable. Ham operators role would be to send and receive communications between the city's officials in Wheeler and other emergency services agencies. The role of the Ham is not to make decisions, interpret or change communications but to receive and send information as accurately as possible.

Note: The City of Wheeler should consider establishing a "Memorandum of Understanding" with the active local HAM operators to participate in . **HAM** operators would use either the primary Ham radio at the Wheeler City Hall or may be required to use the secondary Ham Radio in the Wheeler Emergency Trailer.

HAM radio system under the direction of City officials at the *WOC (Wheeler Operation Center) to contact and communicate with the regional NC-EOC (North-County Emergency Operation Center), when the NC-EOC is operating after a major event/disaster. HAMs will assist officials in Wheeler to report the emergency status of the city as well as receive critical emergency information and asset status from the primary NC-EOC at the Fire District. The HAM system may also be utilized to contact other “out of area” emergency management agencies, if the local NC-EOC is not functional, to transmit the Wheeler and /or other local emergency status reports.

Glossary:

1. **Wheeler Emergency Communication System**: A communication system based on the uses of radios when normal communications systems are not functioning or available.
2. **EVCNB**: Emergency Volunteer Corp of Nehalem Bay, a local nonprofit volunteer organization whose mission is to provide emergency preparation information and training
3. **Yellow Radio (YR)**: The Yellow Radio is a hand-held two-way radio made by BaoFeng used in an established location as an emergency communication system using GMRS.
4. **GMRS**: General Mobile Radio Service, the most common use of GMRS channels is for short-distance, two-way voice communications using hand-held *radios*, mobile *radios* and repeater systems.
5. **Zone 8**: The designated “Zone” number for Wheeler established by a radio zone system created by EVCNB based on geographic locations in the Nehalem Bay area. Each area has a zone number. The various Zones in the Nehalem Bay Area use a repeater system to boost the signal and allow a wide radio connection for each zone in the surrounding communities.
6. **ZNC**: (Zone Net Control) is a Yellow Radio or HAM operator responsible for controlling all radio traffic on an active radio communication directed **network within a zone**.
7. **Network**: A network or *NET* is a group of radio operators communicating on a specific channel. When the operators follow standard operating rules, it’s called a *directed net*. Nearly all directed nets have a similar basic structure. A net control (NC) initiates the net operations, maintains order, directs the net activities (traffic or transmissions), and then terminates net operations in an orderly way.

8. **HAM**: A popular term for amateur **radio**; an informal name for an amateur **radio** operator using **radio** frequency spectrum for purposes of non-commercial and emergency communication.
9. **WOC** (Wheeler Operation Center): is a command and control center established by Wheeler City officials responsible for carrying out the principles of *emergency* management, or disaster management functions at a strategic level during an emergency and/or disaster.
10. **NC-EOC** (Fire District /North County-Emergency Operation Center) is a regional central command and control *facility* responsible for carrying out the principles of *emergency* management, or disaster management functions at a strategic level during an *emergency* and ensuring the continuity of community *operations*.

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