



Wyandotte County Radio Amateur Civil Emergency Service (RACES)



MECC Simulated Emergency Test Exercise 2018 Players' Handbook

Handbook Date: May 11, 2018

Handbook Update: October 1, 2018

Exercise Date: October 6, 2018

For Your Use Only

All Exercise Communications **MUST** start and end with "**This is an Exercise**".

PLAYERS HANDBOOK

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**Emergency Management
RACES Chief Radio Officer
RACES SET Planner**

**Larry Eker
Joe Krout
Ron Starbuck**

The Exercise Meeting and Briefing Time and Location:

Saturday October 6, 2018

0730Hrs

The Large Communications Trailer that will be located at:

The Neighborhood Resource Center (NRC)

4953 State Ave.

Kansas City, Ks 66102

(Just across the street from the County Fleet Department).

Objectives.

EOC Communications

- Test the capability to notify the RACES team via the Everbridge paging system.

Field Communications

- Operators report in-route and on-site at all locations to Wyandotte County RACES net control.
- Establish voice and digital communications between a communication trailer, other field operations, and Net Control.
- Deploy at least one of the communications trailers.
- Send and receive messages to and from the communications trailers via amateur radio. This will include sending and/or relaying a message to another jurisdiction.
- Support Providence Medical Center amateur radio communications.
- Support a Family Reunification Center amateur radio communications.
- Keep appropriate communication logs.

Scenario

This scenario is based on a Complex Coordinated Terrorist Attack in the Kansas City Metro area. The first requests for information will be prior to establishing digital communications.

Amateur radio groups are being asked to support EOC operations.

RACES has been requested to deploy the Large Communications Trailer and setup Amateur Radio communications with the Family Reunification Center, local hospital and other stations as needed.

All Exercise Communications **MUST** start and end with “**This is an Exercise**”.

Stations:**Large Comm Trailer
(Simulating an alternate Emergency Operations Center):**

Most Important! All Communications **MUST** start and end with “**This is an Exercise**”.

- (4) Stations will be utilized for this exercise.
 - RACES VHF for RACES Voice Communications. 147.210 RACES Repeater
 - RACES VHF Digital Station for RACES Digital communications on 146.500 Simplex
 - RACES VHF Station for Regional Net Communications. 146.94 Repeater (PL 88.5)
 - RACES UHF Station to monitor the KCHeart Channel on the 443.500 Repeater (PL 151.4)

**Small Trailer Communications
(Simulating the Family Reunification Center):**

- (2) Stations will be utilized for this exercise
 - RACES VHF for RACES Voice Communications. 147.210 RACES Repeater.
 - RACES VHF Digital Station for RACES Digital communications on 146.500 Simplex

Other Stations

Other Stations as wanting to participate.

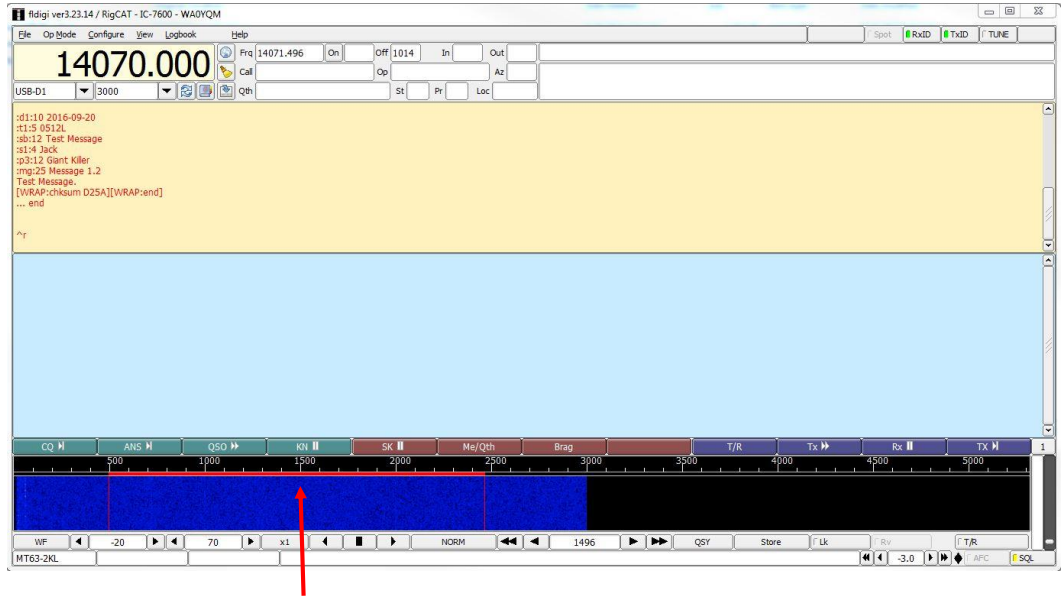
Digital Communications (146.500MHz)

The WyCo RACES digital communications will be, for the most part, in sending and receiving ICS-213 forms on 146.500MHz simplex. Regional digital message frequency is 146.800MHz simplex

The following is a recommended FLDigi and FLMsg basic setup for sending and receiving digital communications.

Frequency 146.500MHz Simplex
Select the op mode to MT63-2000L
Center the bandwidth 1500Hz.

All Exercise Communications **MUST** start and end with “**This is an Exercise**”.

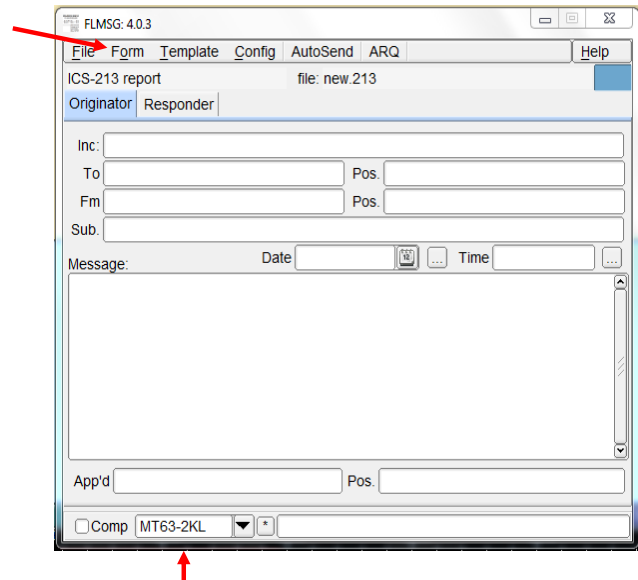


Center to 1500

FLDIGI SETUP MT63-2000L

In the FLMsg form pulldown menu select ISC-213.
At the bottom of the ICS-213 form select MT63-2KL

**In Forms Select
ICS-213**



Select MT63-2KL

FLMsg ICS-213 Form

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The Process for sending and receiving digital messages.

- a. Contact the receiving station via voice on the RACES Repeater and inform them that you have digital traffic ready to send.
- b. The receiving station will respond with ready to receive traffic.
- c. Send the digital traffic.
- d. The receiving station will respond via voice if they have received the digital traffic correctly.

GENERAL MESSAGE		
TO: → Mary Smith	POSITION: → Shelter-1 Coordinator	
FROM: → Jane Doe	POSITION: → Red Cross Director	
SUBJECT: → Shelter Status	DATE: → 10-01-16	TIME: → 1005
MESSAGE		
Message 1 ¶ THIS IS AN EXERCISE MESSAGE ¶ Shelter-1 Status: Shelter is Open Five Staff members on duty. ¶		
SIGNATURE: Jane Doe		POSITION: Shelter-1 Coordinator
REPLY		
Message 1 Reply ¶ THIS IS AN EXERCISE MESSAGE ¶ Acknowledge Message Receipt ¶		
DATE: 10-01-16	TIME: 1010	SIGNATURE/POSITION: Mary Smith / Red Cross Director
¶		
ICS 213	→	NFES-1336

Sample ICS-213 Form

All Exercise Communications **MUST** start and end with “**This is an Exercise**”.

Real World Emergencies:

Real-world emergency actions take priority over exercise actions.
 If the term “**Real World Emergency**” is used, there is an actual event, the exercise will cease.
 Follow the directions of the Exercise Leaders.

If the Communications Trailer and other Emergency Management assets are needed for a real world emergency, they must be made ready to depart the FD site with-in 15 minutes of the announcement.

The Schedule:

Event Time	Personnel	Activity
0730	All Participants	Briefing at the Large Comm Trailer. Local Controller to provide an exercise briefing reviewing exercise conduct and address any safety concerns. The Regional Net Control will conduct a Roll Call of all local net control stations via the KC Metro Regional Net on the 146.94 repeater. WyCo RACES Someone assigned to monitor 146.94MHz from their Mobile to check in to Regional Net.
0800	All Participants	Start of Exercise (StartEX)
0845	All Participants	All Comm Trailers are Operational
0900	PMC	KCHeart Exercise Begins
9:30	All Participants	FRC Communications Begins
0900	All Participants	Communications Begin.
10:00	PMC	Send bed pole to Comm Trailer

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1000 - 1100	Comm Trailer	Provide requested Info to Regional Exercise Coordinator Local Amateur Radio Team Leaders will provide number of operators and anticipated EndEx for that jurisdiction by voice or data to Regional Net Control.
1130	All Participants	End of Exercise (ENDEX) Report to Regional net that WyCo RACES has EndEX
1200	All Participants	Report for Hot Wash.
1400	Controller / Evaluator	Report to Wyandotte County EOC for Regional Hotwash
1500	Controller / Evaluator	Regional Hotwash

Hospital Exercise Elements (From the Exercise Plan):

A Mass Casualty Incident (MCI) poll will be pushed out to the metro and Region A hospitals at 0800. This will be completed in EMResource and on a paper form that will later be given to the amateur radio operator. The hospital will also fill out an HICS 203 form. These documents will be given to the House Supervisor. The hospital amateur radio operators will make contact with the House Supervisor and get the MCI poll and the ICS 203. KCHEART net control will conduct a roll call at 0900 hours on the 443.500 MHz VA repeater or the 146.88 MHz repeater in Warrensburg MO. Hospitals may access the net via either repeater. Operators can transmit the ICS 203 form digitally to regional net control or send via email to kcheart@live.com. To obtain frequency information for sending the file contact Regional Net Control on the 146.94 repeater by voice. Training videos are available from YouTube at <https://www.youtube.com> and search for KC HEART.

Documents

Participant Feedback Form

Below is the link to Participant Feedback Survey.
Please complete the survey within 48 hours of the exercise.

<https://www.surveymonkey.com/r/2018SETEVAL>



Sign-in Sheet

Most important. You **!must!** sign the exercise sign-in sheet located at the Comm Trailer or KE0ECY's location..

All Exercise Communications **MUST** start and end with "**This is an Exercise**".

Message Form

The Message form for this exercise is ICS-213.

Radio Log

The Radio Log will be ICS-309

!!!!IMPORTANT!!!!

All logs, messages sent and received, and all other documents must be submitted at the end of the exercise.

Radio Frequencies and Channels:

See attached ICS-205 Form

INCIDENT RADIO COMMUNICATIONS PLAN		Incident Name	Date/Time Requested	Operational Period Date/Time					
		MECC SET 2018	10-01-18 1530Hrs	10-06-18 0900Hrs To 10-06-18 1500Hrs					
Ch #	Function	Channel Name/Trunked Radio System Talkgroup	Assignment	RX Freq N or W	RX Tone/MAC	TX Freq N or W	Tx Tone/MAC	Mode A, D or M	Remarks
1	RACES TRAFIC	RACES Ch 1		147.2100 W	151.4	147.8100 W	151.4	A	Voice Traffic Between RACES WyCo Teams
2	WyCo RACES Simplex Digital Comms	RACES Ch 9		146.5000 W		146.5000 W		D	WyCo RACES Digital Communications Channel MT63-2K
3	Hospital Net	RACES Ch 8		443.5000 W	151.4	448.5000 W	151.4	A	
4	Regional Voice Net	RACES Ch 6		146.9400 W	88.5	149.3400 W	88.5	A	Regional Voice Net
5	APRS	RACES Ch 10		144.3900 W		144.3900 W		D	APRS
6	Regional Digital Communications #1			145.7600 W		146.7600 W		D	
7	Regional Digital Communications #2			145.7300 W		145.7300 W		D	
8	Regional Digital Communications #3			145.7100 W		145.7100 W		D	
9									
Requested By (Communications Unit)		Incident Location							
Larry Bae		Wyandotte County, Kansas							

The convention calls for frequency lists to show four digits after the decimal place, followed by either an "H" or a "W", depending on whether the frequency is narrow or wide band. Mode refers to either "A" or "M" indicating analog or digital (e.g. Project 25) or "D" indicating trunk mode. All channels are shown as if programmed in a control station, mobile or portable radio. Repeater and base stations must be programmed with the RX and TX reversed.

ICS 205 Rev.01

3/2007