



Foundational Documents Review

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Clackamas ARES

Overview

1. Memorandum of Understanding (MOU)
 2. Standing Operational Order
 3. New Training Taskbook
 4. Review / Wrap-up
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Before we get started...Some Initialisms

- **CCDM** – Clackamas County Disaster Management
 - **MOU** – Memorandum of Understanding
 - **LCS** – Logistics Section Chief
 - **COML** – Communications Unit Leader
 - **EOC** – Emergency Operations Center
 - **SM*** – Station Manager
 - **ARO** – Amateur Radio Operator
 - **PII** – Personally Identifiable Information
 - **HIPAA** – Health Insurance Portability and Accountability Act
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MOU

Purpose and Scope

- Defines our role as “expert communicators”
 - We may be called to assist with other functions as well, but our primary purpose will be as communicators (AUXC)
 - We do NOT self-deploy – we deploy at the request of CCDM.
 - CCDM uses the AUXCOMM model, where all trained communicators regardless of their affiliation can be used in an event.
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RACES Station

- In the VERY strange, weird case they take away our ability to use our radios (last time was WWII), RACES was developed to allow trusted operators to send traffic via ham radio.
 - The Disaster Manager (Emergency Manager) in each county (parish if you're in Louisiana) has the ability to appoint RACES members.
 - CARES will be qualified to operate under RACES.
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What will CCDM do for us?

- Provides and help maintain at least one amateur radio station with county-owned equipment
 - Offers resources for training, planning and cooperation
 - Maintain badging / ID standards and assist CARES members in getting credentialed
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What we do for CCDM

- Function as emergency communicators on Amateur and public service radio systems as well as conventional telephone and electronic communication (email)
 - Volunteer involvement in public service events and exercises
 - Maintain club license for EOC station (KD7ZDO)
 - Provide a station manager for each “county-owned” station.
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Station Managers

- The station manager assigned to each station maintains the hardware and software for the radios at the facility. During an incident, the SM will manager
 - We have expanded this concept to go along with other location-based stations including the “orange kits”
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- CUP/PSB: KI7BDP / W7MDB
 - Prov Milwaukie: W7HDM / KJ7MLK
 - Prov Oregon City: K7MAX
 - Kaiser Sunnyside: W7TEE
 - Colton FD/Molalla PD: N7CGI / KC7TAK
 - Estacada Fire: K7DTE
 - Hoodland Fire: W7TPN
 - Wilsonville EOC: W7CRI
 - LO Fire/EOC:
 - OCPD / OC Pub Works:
 - Canby Fire: KA7UQO / KF7IKI
 - Milwaukie EOC:
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Training Standards

- CCDM requires a minimum of the following:
 - IS-100, IS-700, & is-2200.
 - Message passing proficiency
 - Follow policies and guidelines
 - Cooperative and Collaborative participation in a high-stress team environment.
 - Recommended by CCDM:
 - IS-200, IS-800
 - ARRL Basic EMCOMM
 - Oregon ACES Basic
 - AUXCOMM
 - More later when we go over the task book! Stay tuned!
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Standing Op Order

Background

- Traditionally, CARES would produce an “Operational Order” for each exercise.
 - While this works, it does not provide for our needs when an immediate event arises. Often Operational Orders go through several versions before the final is released and something is ALWAYS forgotten.
 - To be in compliance with CCDM, we are moving to the NIMS/ICS structure, thus the “Standing Orders”
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What the SOO does...

- Defines the process of activation.
 - Defines CARES standards including:
 - Date/Time
 - Phonetics
 - Dress Code & PPE requirements
 - Suggested paperwork
 - Check in / Check out procedures
 - Basic Safety Requirements
 - How to work with the media
 - (TL;DR: **DON'T DO IT!**)
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This is a developing document!

- Expect updates, additions, and added details.
 - This is to get us going. As we learn more, we will add good bits of common or universal information.
 - Please let us know if you have any ideas or anything comes up that you think should be added.

 - Currently we are on the 2026 Edition, V1.
 - Expect at least annual updates and reviews
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Taskbook

Big UPDATES to the Task Book!

- Three Levels:
 - Basic - The introduction / getting your feet wet
 - Intermediate - This is THE standard for basic proficiency
 - Advanced - Mostly intended for leadership including AECs and SMs
 - Each level has:
 - Education - mostly IS classes or CARES training courses
 - Participation - attendance, net participation, public service events
 - Skills / Proficiencies - for example: program your radio, use the proper forms, etc etc.
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- R – REQUIRED – in order to get signed off on this level, you must complete and maintain all of these items.
 - O – OPTIONAL – these are things we would really like, but are often hard to get or are limited or extremely specialized
 - E – ENCOURAGED – Nice to have. Mostly good ham skills (with one class in there).
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Non-CARES Training

- FEMA Independent Study:
 - IS 100 - Intro to ICS
 - IS 700 - Intro to NIMS
 - IS 200 - ICS for Single Resource
 - IS 800 - National Response Framework
 - IS 802 - Emergency Support Function (ESF) #2 - Communications
 - IS 2200 - Basic Emergency Operations Center Functions
 - Other Courses:
 - Oregon ACES Basic
 - AUXCOMM* (currently marked E but might become Advanced Level standard when it exists regularly in our area.
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CARES Training

- Intro to CARES – It's on the label...
- Winlink I – Generate an account, basics of operation, send messages via Telnet and RF
- Winlink II – GPS, Tactical Addresses, Global Folders, Shift Changes, etc
- DC Power – Don't get shocked, don't let the magic smoke out of your gear, don't cross the streams...
- Tools and Troubleshooting – DVM, Antenna analyzers, and SWR meters, oh my!
- ICS Forms – We need to be proficient in about half a dozen forms or so... Lots of practice and training here.

Conclusions

Basic Questions?

- Before you ask... Documents have been delivered to Mark (AD7EF) for upload on the Website. This presentation as well, split into two parts.
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Sub-Unit Meetups

- Each Subunit AEC has a set of documents tonight.
 - Get together with your team and look!
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