# PURPOSE

## This annex provides information on establishing, using, maintaining, augmenting, and providing backup for all the types of communications needed during emergency response operations in Pike County.

# SITUATION AND ASSUMPTIONS

## FACILITIES

### The 911 PSAP, communications and warning centers for Pike County are located at the Pike County Sheriff’s Department in Pittsfield. The back-up 911 PSAP is located in Winchester, Scott County, IL.

### The Communications Center is staffed on a 24-hour basis by dispatch personnel assigned to the Pike County Sheriff’s Department.

### The Communications Center is equipped with enhanced 911 electronic mapping.

### All dispatchers are well-trained to operate and distribute response information to emergency agencies.

### The primary Communications Center is equipped with a Centracom 3-position console provisioned with VHF channels (Pike LAW, two Fire/EMS repeated channels, an EMA simplex channel, IREACH, IFERN, Point-to-Point, and others), plus a 800 MHz Starcom interoperability radio (no proprietary talkgroups).

### The EMA EOC has a simple tone remote Centracom interface, a second Starcom base station, and pre-established connections for 2-meter amateur radio.

### The Pike County Sheriff’s Department is a reinforced building also containing EMA offices, EOC, conference room, training room, lounge, resource information, rest rooms, and decontamination area

## SITUATION

### In the event of a large-scale disaster, the normally used Emergency Telephone Systems Board (ETSB) VHF three-channel radio system will be saturated by emergency response group radio usage.

### The use of private / public radio systems may be necessary to maintain viable communications.

### Emergency response groups may need to rely on their own radio frequencies and utilize amateur radio and other communications systems to effectively respond to the disaster

## ASSUMPTIONS

### Communications between emergency responders is essential for effective operations.

### Recognition of the fact that large-scale emergency operations usually require a communications capability saturating the normal capacities of the equipment of a local government; therefore the type required and sources (from the public and private sector) for the additional equipment needed to support response operations should be identified as a fundamental activity associated with developing this annex of the plan

### Augmentation of local capability by higher levels of government may be necessary.

### Designation of specific response organizations to maintain operational control of their own communications systems, while coordinating with the Emergency Operations Center (EOC) and regional COML during emergency operations may be necessary.

### The spontaneous voluntary support of ham radio operators, radio clubs, and private organizations with sophisticated communications equipment.

### Radio channels have been established for the various emergency services (police, fire, rescue, EMS, etc.)

### The Pike County Emergency Telephone Systems Board (ETSB) operates, maintains and provides communications service for the various Pike County agencies and departments.

### The ETSB provides and maintains all necessary 911 enhanced equipment and all county owned radio emergency response communications infrastructure.

### All emergency services vehicles in the county are radio equipped with local channels plus all applicable state and federal interoperable channels

### Sufficient communications exist for most emergency situations.

### During a large scale disaster, communications may need to be augmented. A large scale disaster will require additional communications support from the public or private sector.

### Communications support will be available in a reasonable time frame

# CONCEPT OF OPERATIONS

## COMMUNICATIONS

### For a normal day-to-day operations the Pike County Sheriff’s Department coordinates county-wide Law Enforcement, Fire and EMS emergency operations from the Pike County Communications Center using the Pike County ETSB’s communications infrastructure equipment.

### During a disaster, communications may fail requiring a need to expand communications capabilities.

### The Pike County Sheriff’s Department Building contains the primary communication center. If it should fail, the back-up 911 center shall be used. Expansion of communications can be accomplished by installing additional telephone lines, utilizing amateur and other radio, fax machines, portable phones, etc.

### There are amateur and commercial radio providers in Pike County who can be contacted to provide additional communications support. Requests for communications assistance should be directed to the EMA who maintains a listing of local resources.

# The EOC has radio capabilities on all local public service VHF frequencies as well as amateur radio frequency capabilities.

# The primary EOC communications system will be the Pike County ETSB VHF system with amateur radio serving as backup.

### The primary method of communication between

### Emergency service Chiefs at any disaster site and the Emergency Operations Center (EOC) will be by VHF radio. Back-up methods would be by amateur or other radio, telephone, and messengers.

### Hospital, Medical or ambulance and the EOC shall be through VHF radio or telephone/cell phone.

### Shelter/lodging/mass feeding facilities and the EOC would be by telephone, with back-up methods provided by amateur or other radio, and messengers.

### Adjacent jurisdictions and the EOC to be primarily by telephone/cell phone, with Starcom interoperable talkgroups, VHF Point-to-Point, EmNet or fax being an alternate methods.

### Private sector and voluntary organizations and the EOC to be primarily by telephone with back-up methods provided by amateur or other radio, and messengers.

### Many emergency service mobile radios are programmed with other emergency service channels, other than their own, to aid inter-agency communication.

### Most agencies have the capability to communicate with other jurisdictions on mutual aid frequencies. These frequencies should be utilized to the fullest.

# ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

# All emergency response groups shall maintain their own radio equipment as well as their control centers and their vehicles.

# All other emergency communications facilities are responsible for ensuring continuous 24-hour manning of communications systems during emergency operations.

# All responding emergency response groups and organizations shall provide one person for EOC duty to ensure communications capability to the incident.

# The Chief Executive Official will:

# Require the Communications Coordinator/EOC Manager to report to the EOC when notified of an emergency situation

# The EMA Communications Group Leader

# Report to the EOC when notified of an emergency situation.

# Shall be a trained COML whenever possible.

# Implement emergency communications procedures per ICS standards.

# Shall have the authority to implement and enforce any necessary communications systems, protocols or standards.

# Shall train all staff and responders in radio communications and operations.

# Shall be responsible for the technical aspects of all necessary communications systems and equipment.

# EOC Manager will:

# Report to the EOC when notified of an emergency situation.

# Activate communications section in the EOC.

# Ensure communications section of the EOC has the capability to sustain operations around the clock.

# May assign a communications officer to coordinate all communication activities or can coordinate all communication activities as EOC Manager

# Manage the emergency communications section in the EOC and supervise the personnel (radio, telephone, repair crews, runners, etc.) assigned to it.

# Support media center communications operations, as needed.

# Update this communications annex, as needed, based on experience in emergencies, deficiencies identified through drills and exercises and changes in government structure and emergency organizations.

# Telecommunication Operators (EMA Volunteers, Amateur Radio Operators) will:

# Report to the EOC when notified of an emergency situation.

# Operate assigned communications equipment.

# Follow established procedures and radio protocol for voice transmissions and message handling

# Screen and log information when appropriate, and route incoming calls to the appropriate section in the EOC

# Illinois National Guard will:

# Provide communications support to include personnel and equipment (as directed by the Governor.)

# Pike County ETSB will:

# Test, maintain, and repair communications and alerting equipment in the Communications Center.

# Shall assist or provide any requested communications services as possible.

# Negotiate, coordinate and prepare mutual aid and other agreements, as necessary to support operations.

# Assist in coordinating all agencies to help when requested.

# Notify citizens of any emergency or disaster by whatever means most appropriate when requested to do so.

# Amateur Radio Club will:

# Provide communications support.

# Provide backup communications capabilities for the EOC.

# Provide a backup communications link between the EOC and mass care facilities, as needed, through use of mobile and portable radio units.

# Activate backup or alternate communications systems, as necessary.

# All Tasked Organizations will:

# Maintain their existing equipment and follow established procedures for communicating with their organization personnel performing field operations.

# Keep the EOC informed of their operations at all times and maintain a communications link with the EOC.

# When practical, protect equipment against lighting strikes and electromagnetic pulse (EMP) effects.

# Phase down operations, as appropriate.

# Clean, repair, and perform maintenance on all equipment before return to normal operations or to storage.

# ADMINISTRATION AND LOGISTICS

# Administration

# A listing of reports and record forms are found in the EOC Annex, Appendix E and in the Resource Manual

# IC shall give hourly progress reports and immediate reports of significant events to the EOC.

# Reports and records from the field shall be retained indefinitely

# Emergency Response Groups shall submit communication expenditure statements to the appropriate authorities (County Treasurer, EMA) for reimbursement.

# A complete phone list and radio frequencies used in Pike County by government, emergency response groups, volunteer organizations are found in the Resource Manual.

# Logistics

# All Mutual Aid Agreements are available at the EOC.

# All emergency response groups shall be responsible for the repair and/or replacement of their communications equipment.

# DEVELOPMENT AND MAINTENANCE OF COMMUNICATIONS ANNEX

# The responsibility for revisions, keeping attachments current, and developing necessary documents for the annex belongs to EMA.

# The responsibility for revisions and maintaining SOPs belongs to the emergency response groups

# AUTHORITIES AND REFERENCES

# The Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended 42 U.S.C. 5121 et seq.

# The Illinois Emergency Management Act ( P.A. 87 - 168, January 1, 1992).

# The Illinois Civil Defense Act as adopted by the Pike County Board of Supervisors.

# APPENDICES

# Pre-Emergency Operations Checklist

# Response Operations Checklist

# Recovery Operations Checklist.

# Default ICS-205 Incident Radio Communications Plan.

# APPENDIX A. PRE-EMERGENCY OPERATIONS CHECKLIST

# Analyze communications needs

# Train assigned communications staff and volunteer augmenters to perform emergency functions.

# Test, maintain, and repair communications equipment

# Identify public, private, and voluntary organizations that can augment.

# Develop procedures to warn areas not covered by fixed warning systems.

# Identify special locations (schools, hospitals, nursing homes, major industries, places of public assembly, etc.) That need warning information.

# Review and update government officials alert list

# Update Communications Annex, as necessary.

# Negotiate, coordinate, and prepare mutual aid agreements, as necessary.

# APPENDIX B. RESPONSE OPERATIONS CHECKLIST

# Initiate EOC on-line procedures.

# Alert emergency service units to the emergency.

# Alert key government officials to the emergency.

# Work with the Public Information Officer (PIO) to disseminate pertinent information to the public and media.

# Provide information to special locations (schools, hospitals, nursing homes, major industries, and places of public assembly.)

# Provide information for the hearing impaired, if applicable.

# Request communications assistance from amateur radio operators

# Request assistance from state and federal government, if necessary.

# Consult Public Information Annex for more information.

# APPENDIX C. RECOVERY OPERATIONS CHECKLIST

# Maintain emergency communications operations as long as necessary.

# Repair/maintain equipment.

# Release unneeded personnel.

# Support cleanup and recovery operations during disaster events.

# APPENDIX D. Default ICS-205 Incident Radio Communications Plan.

# The following communications plan shall be used for all initial EOC operations and continue until modified by the Incident Commander, COML or EOC manager:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ICS-205 INCIDENT RADIO COMMUNICATIONS PLAN** | Incident Name | Date/Time Prepared | Operational Period Date/Time |   |
| **PIKE GENERIC STANDARD – USE UNTIL 2ND OPERATIONAL PERIOD** | **21-Aug-15** |   |   |
|   |
|  |  |  |  |  |  |  |   |   |   |   |   |
| 0 | SORT | Function | Channel Name/Trunked Radio  | Assignment | RX Freq N or W | RX Tone/NAC | TX Freq N or W | Tx Tone/NAC | Mode A, D or M | Remarks | Assignment |
| 1 | 1.2 | COMMAND  | PIKE ALPHA | ROUTINE OPS, OR CHIEFS AND LEADERS, OTHERS AS ASSIGNED | 154.1000 N 453.3750 N | 114.8 114.8 | 158.9850 N 458.3750 N | 162.2 114.8 | A | REGIONAL VOTED REPEATER - ENTIRE INCIDENT, OR C&C WEST OF 390TH ST OR SOUTH OF 280TH AV DEPENDING ON SCOPE OF INCIDENT |   |
| 2 | 1.1 | COMMAND  | PIKE BRAVO  | ROUTINE OPS, OR CHIEFS AND LEADERS, OTHERS AS ASSIGNED | 151.1300 N  | 114.8 | 158.9250 N  | 91.5 | A | REGIONAL VOTED REPEATER - ROUTINE OPS, OR C&C EAST OF 330TH ST OR NORTH OF 220TH AV DEPENDING ON SCOPE OF INCIDENT |   |
| 3 | 1.3 | COMMAND | PIKE LAW | LEO, ROUTINE OPS, INCIDENT SECURITY C&C | *154.7850 N* | 114.8 | 159.1800 N | 123.0 | A | REGIONAL VOTED REPEATER |   |
| 4 | 1.4 | INITIAL NOTIFICATION | PAGING | BASE TO ASSET | *155.1000 N* | 127.3 | BASE ONLY | NA | A | ONE-WAY WIDE AREA PAGING AND ASSET NOTIFICATION. USE FOR INITIAL ASSET NOTIFICATION & WORKING CHANNEL ASSIGNMENT | PSAP ONLY |
| 5 | 2 | STAGING / INTEROP | IREACH | ANY | *155.0550 N* | CS | SIMPLEX | *D156N* | A | STAGING - INITIAL CONTACT - INTEROP / SECONDARY TACTICAL, Base at Pike PSAP |   |
| 6 | 2.1 | INTEROP / COORD | REGION 6B | ANY | STARCOM21 TALKGROUP REGION 6B | P25 DT | CONTACT W/ PSAP AND EOC, Base at Pike PSAP |   |
| 7 | 2.2 | STAGING ALT | IFERN-1 | STAGING COORD | *154.2650 N* | *210.7* | SIMPLEX | 210.7 | A | FIRE / MABAS STAGING COORD, Base at Pike PSAP |   |
| 8 | 3.1 | LOGISTICS | PIKE PEMA | LOGISTICS | 158.7600 N | 114.8 | SIMPLEX | 114.8 | A | REGIONAL LOGISTICS, Base at Pike PSAP |   |
| 9 | 3.2 | CP STAFF | FRS CH 9 | ICP / EOC STAFF | 467.5625 N | CS | SIMPLEX | CS | A | ICP / EOC INTERNAL OPERATIONS |   |
| 10 | 3.3 | CP STAFF | FG-GOLD | ICP / EOC STAFF | 153.8375 N | 91.5 | SIMPLEX | 91.5 | A | ICP / EOC INTERNAL OPERATIONS |   |
| 11 | 3.4 | CP STAFF | PIKE JAIL | EOC STAFF | 460.0250 N | 203.5 | SIMPLEX | 203.5 | A | IEOC INTERNAL OPERATIONS, JAIL |   |
| 12 | 4 | FIRE TAC | FG-RED | FIRE DEPTS | *153.8300 N* | 69.3 | SIMPLEX | 69.3 | A | PRIMARY USE FOR ALL FIREGROUND OPERATIONS |   |
| 13 | 4.1 | LEO TACTICAL | ISPERN | LEO ONLY | *155.4750 N* | CS | SIMPLEX | *D156N* | A | LEO TACTICAL/SECURITY |   |
| 14 | 4.2 | RESCUE TAC | FG-BLUE | RESCUE TAC | *154.2950 N* | 85.4 | SIMPLEX | 85.4 | A | ANY TACTICAL, FIRE WATER SUPPLY |   |
| 15 | 4.3 | RESCUE TAC | FG-GRAY | S&R / TAC OPS | 154.2875 N | 136.5 | SIMPLEX | 136.5 | A | ANY TACTICAL |   |
| 16 | 4.4 | RESCUE TAC | FG-BLACK | S&R / TAC OPS | 154.2725 N | 94.8 | SIMPLEX | 94.8 | A | ANY TACTICAL |   |
| 17 | 4.5 | TACTICAL | 1TAC12 | ANY TACTICAL | 154.4525 N | 156.7 | SIMPLEX | 156.7 | A | ANY TACTICAL |   |
| 18 | 4.6 | TACTICAL | 1TAC13 | ANY TACTICAL | 158.7375 N | 156.7 | SIMPLEX | 156.7 | A | ANY TACTICAL |   |
| 19 | 4.7 | TACTICAL | 1TAC14 | ANY TACTICAL | 159.4725 N | 156.7 | SIMPLEX | 156.7 | A | ANY TACTICAL |   |
| 20 | 4.8 | TACTICAL | 1TAC11 | ANY TACTICAL | 151.1375 N | 156.7 | SIMPLEX | 156.7 | A | LAST CHOICE DUE TO BRAVO CO-CHANNEL INTERFERENCE |   |
| 20 | 4.8 | TACTICAL | 8TAC-92D | ANY TACTICAL | 852.0125 N | 156.7 | SIMPLEX | 156.7 | A | ANY TACTICAL |   |
| 21 | 4.8 | TACTICAL | REGION 6A | MATERIAL TRANSPORT | STARCOM21 TALKGROUP REGION 6A | P25 DT | MATERIAL LOGISTICS AND TRANSPORTATION, |   |
| 22 | 5.2 | MEDICAL | MERCI-340 | MED COORDINATION | *155.3400 N* | CS | SIMPLEX | 127.3 | A | EMS / HOSP / AMB COORD. |   |
| 23 | 5.3 | AVIATION | S&R 123.1 | AIR SEARCH | 123.1 AM | - | SIMPLEX | - | AV AM | AIR TO ICP COORD. |   |
| 24 | 5.4 | ROAD MAINT | PK HWY | ROAD CLEARANCE | *151.0850 N* | 103.5 | SIMPLEX | 103.5 | A | ALL ROAD CLEARING AND ACCESS OPS |   |
| 25 | 5.5 | ROAD MAINT ALT | PITF CITY | ROAD CLEARANCE | *154.0250 N* | 97.4 | SIMPLEX | 97.4 | A | ALTERNATE ROAD CLEARING & ACCESS OPS |   |
| 26 | 5.6 | WEATHER SPOTTERS | Pike 2-Meter Repeater | AMATEUR RADIO | *145.430 W* | CS | 144.830 W | 103.5 | A | ALTERNATE AMATEUR WEATHER SPOTTERS TO EOC |   |
| Prepared By (Communications Unit) |   | Incident Location |   |   |
| JAMES E EATOCK, REGIONAL COML | County State Latitude N Longitude W |   |
| All Narrow Band. Mode refers to either “A” or “D” indicating analog or digital (e.g. Project 25) or "M" indicating mixed 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 Excel  |  |  |  |  |  |  |  |  |  |