

Emergency Services Council

Welcome and Roll Call

December 10, 2018



Emergency Services Council

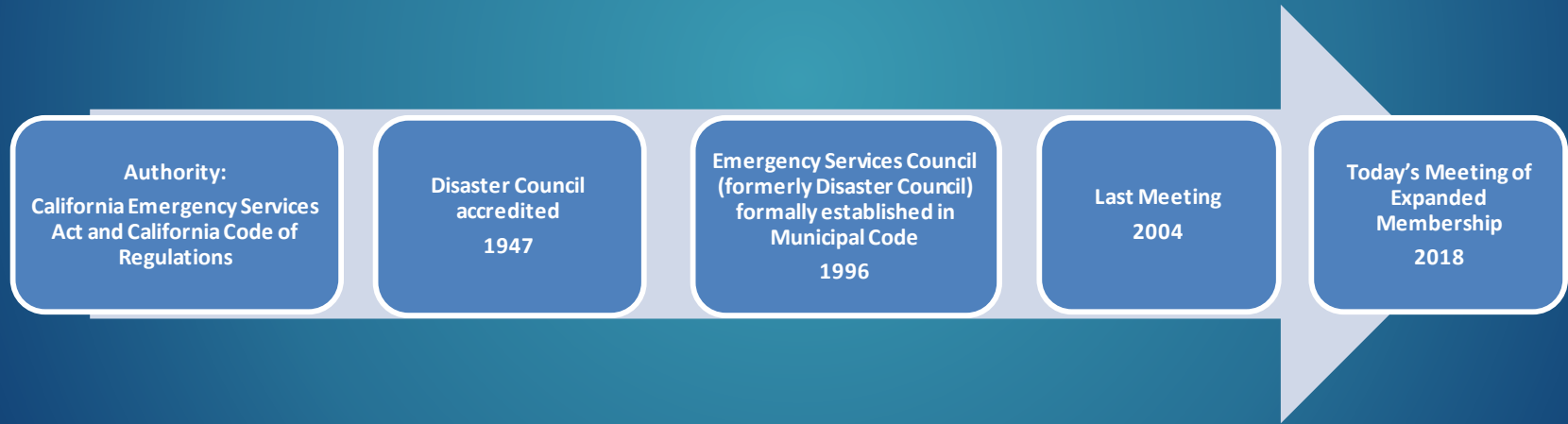
Onboarding

Emergency Services Council
December 10, 2018



Emergency Services Council - Onboarding

Authorities and Background

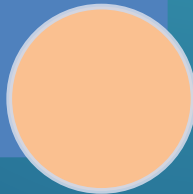


Emergency Services Council - Onboarding

Purpose

- Review and recommend approval to City Council

**Plans and
Agreements**



- Review and approve for volunteer groups
- Advise on revision concepts and/or new ones

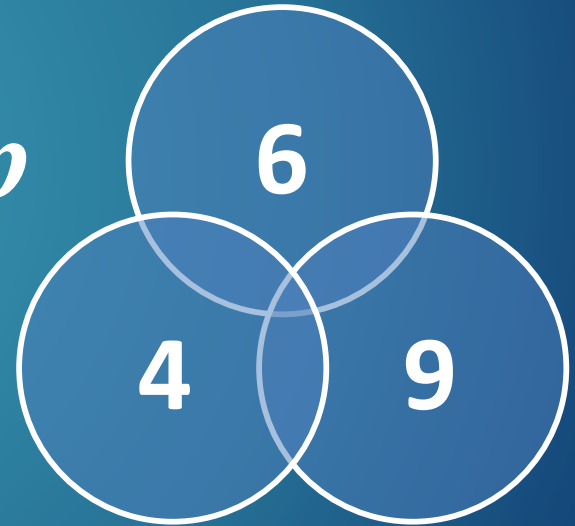
**Registration,
Training, and
Integration**



Emergency Services Council - Onboarding



Membership



Emergency Services Council - Onboarding

Operational Items

No
response
role

Quorum of
Members
required to
meet

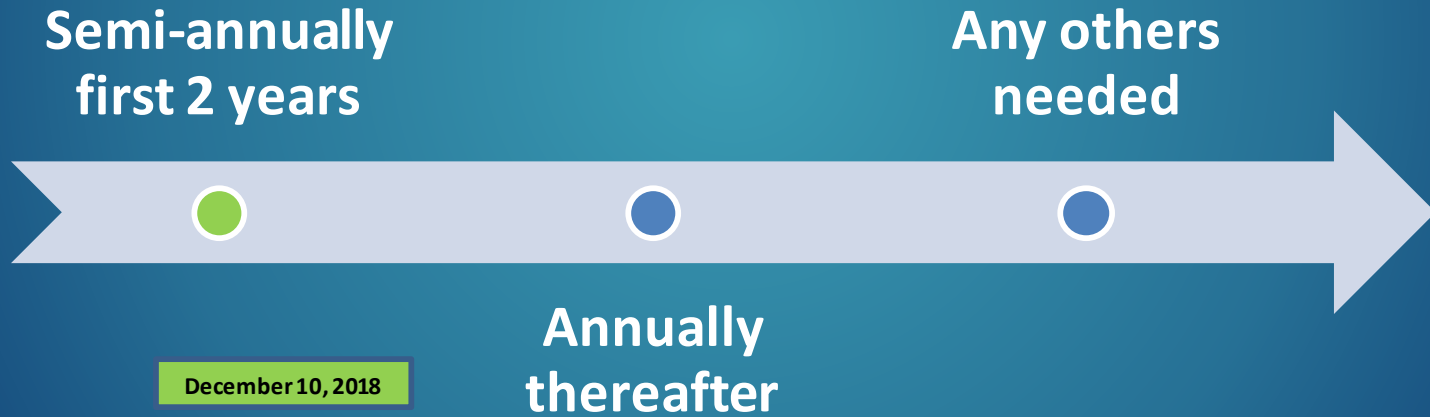
Subject to
Brown Act

Use
Rosenberg's
Rules of
Order

Each
Designated
Attendee
has one
vote

Emergency Services Council - Onboarding

Meeting Frequency



Emergency Services Council - Onboarding

Questions and Answers



Emergency Services Council

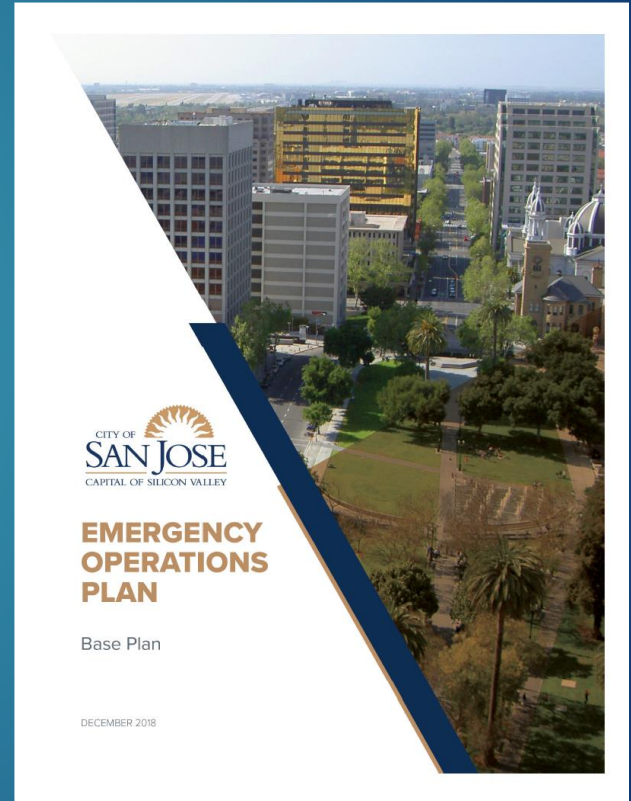
Emergency Operations Plan

Emergency Services Council
December 10, 2018



Requested Actions

- Approve the City of San José Emergency Operations Plan, Base Plan.
- Recommend approval by the City Council.



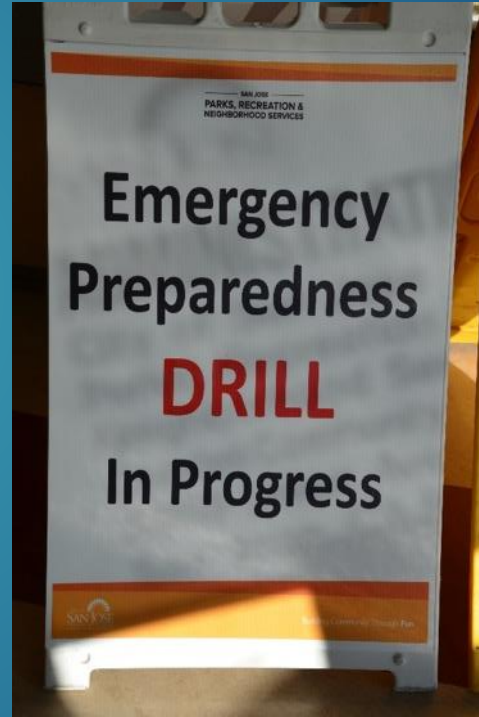
What is the Emergency Operations Plan?

- Establishes the foundational policies and procedures
- Overview of the jurisdiction's approach
- Identifies emergency response policies
- Describes the response and recovery organization
- Assigns specific roles and responsibilities to City departments, agencies, and community partners



How was the plan created?

- APTIM Consulting firm
- Review of After Action Report to Flood
- Six Workshops with city staff
- Review of County and State Plan
- Three opportunities for input
- Two exercises

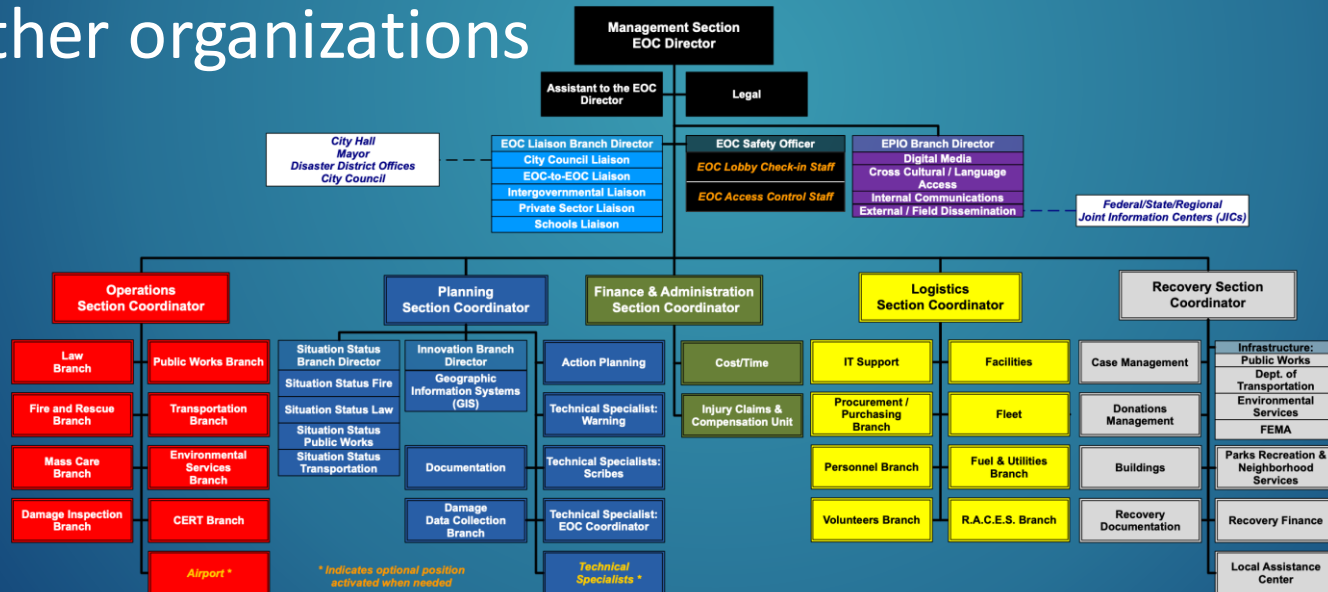


Compliance

- Developed in compliance with:
 - National Incident Management System (NIMS)
 - National Response Framework (NRF)
 - Standardized Emergency Management System (SEMS)
 - Incident Command System (ICS)
- Is in alignment with:
 - Santa Clara Operational Area Emergency Operations Plan
 - California State Emergency Plan (SEP)

What else does the plan describe?

- Outlines the response organization at the city Emergency Operations Center, and it's relation to other organizations



Next Steps

- Further develop the 6 EOP Support Annexes:
 - Crisis Communication
 - All Hazards Evacuation Guidance
 - Damage Assessment
 - Debris Clearance
 - Mass Care and Shelter
 - Recovery
- Annual Exercise
- Update every 4 years



Your Role

- Approval from the Emergency Services Council today will allow the Office of Emergency Management to present the updated Emergency Operations Plan to the City Council for adoption and bring us back into compliance with Municipal Code 8.08.030.



Emergency Services Council

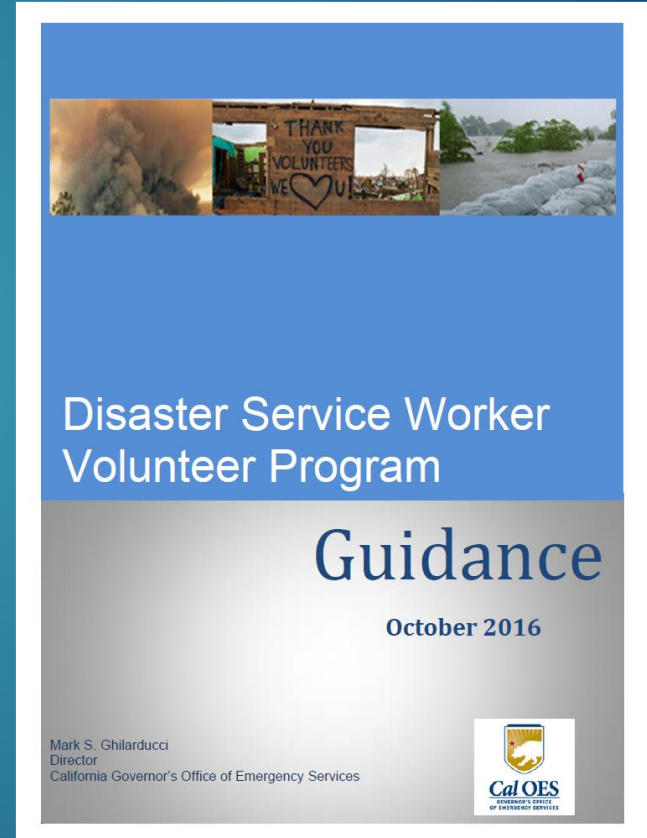
Disaster Service Worker Volunteer (DSWV) Program

Emergency Services Council
December 10, 2018



Requested Action

- Authorize an Administrator for the City of San Jose Disaster Service Worker Volunteer Program
- Authorize the registration of Disaster Service Worker Volunteers for pre-emergency training and emergency conditions in the City of San Jose



Authority of the Emergency Services Council

- Create a local Disaster Service Worker Volunteer Program
- Register Volunteers as Disaster Service Workers
 - Provide financial protection
 - Immunity for actions
 - Workers Compensation for injury
- Classify the volunteers
- Ensure training for commensurate with volunteer assignment



Administrator

- Identify Administrator
- Facilitate Registration and Classification
- Administer Loyalty Oath
- Oversee Training



Classification

- Animal Rescue, Care and Shelter.
- Communications
- Community Emergency Response Team Member
- Emergency Operations Center/Incident Command
- Human Services. (Care and Shelter)
- Laborer
- Logistics
- Safety Assessment Program Evaluator
- Search and Rescue



Loyalty Oath

- File form with City Clerk
- Maintain copy by Administrator
- Administration
 - During Preparedness
 - During Emergency
- City Charter Section 904

Example: DSW Volunteer Registration Form (Rev. 8/2016)

LOCAL AND STATE INFORMATION
Loyalty Oath under Code of Civil Procedure §2015.5 & Title 19, Div. 2, Chap. 2, Sub-Chapter 3, §25712

TYPE OR PRINT IN INK. SHADED AREAS REQUIRED BY PROGRAM REGULATIONS

This block completed ONLY by Accredited Disaster Council, designated government agency or jurisdiction.
 (CLASSIFICATION: One or more of 13 approved, e.g. CBIRT, NAC, RAC/IC, etc.)

REGISTERING AGENCY OR JURISDICTION: Name of authorized agency requesting DSW volunteers

SIGNATURE OF AUTHORIZED PERSON: Authorized person's signature to register THIS Registering person's title

REGISTRATION DATE: mm/dd/yy EXPIRES DATE: mm/dd/yy

EXPIRES DATE: * mm/dd/yy DSW CARD ISSUED? NO? YES? *

PROCESSED BY: DATE TO CENTRAL FILE:

ATTACH PHOTOGRAPH HERE

NAME	LAST	Volunteer's Name		FIRST	MI	SEX
ADDRESS	Volunteer's Address			CITY	STATE	ZIP
COUNTY:	Volunteer's Address			WORK PHONE:		
AGE:	Volunteer's Address			DATE OF BIRTH: (optional)		
DRIVER LICENSE NUMBER: (if applicable)	Volunteer's Address			DRIVER LICENSE CLASSIFICATION: A? B? C?	LICENSE EXPIRATION DATE:	
IN CASE OF EMERGENCY, CONTACT:				EMERGENCY PHONE:		
PHYSICAL IDENTIFICATION:	HAIR:	EYES:	HEIGHT:	WEIGHT: (optional)	BLOOD TYPE: (optional)	
REMARKS:						

PARENT/LEGAL GUARDIAN CONSENT FOR MINOR

As the parent or legal guardian of _____ a minor, I hereby give my full consent and approval for him/her to participate as a DSW volunteer. I understand there may be risks of serious bodily injury inherent in DSW volunteer activities, as well as in involving and other related activities incidental to his/her participation, and I hereby assume those risks on behalf of my son/daughter.

SIGNATURE OF PARENT/LEGAL GUARDIAN: _____ DATE: _____

Government Code (C.C.) § 3108.3109:

Every person who, while taking and subscribing to the oath or affirmation required by this chapter, shall assume any manner which he or she knows to be likely to bring reproach, and dishonor upon the State or the people thereof, or shall, while so engaged, be guilty of any crime, or of any act or omission which is prohibited by the laws of the State of California, or shall, while so engaged, be guilty of any crime, or of any act or omission which is prohibited by the laws of the United States by force or violence or other unlawful means, is guilty of a felony, and is punishable by imprisonment in the state prison.

LOYALTY OATH OR AFFIRMATION (C.C. § 3102) If Set-C certificate not approved by ADC, official's signature and title not required*

I, Printed name of volunteer, do solemnly swear (or affirm) that I will support and defend the Constitution of the United States and the Constitution of the State of California against all enemies, foreign and domestic; that I will bear true faith and allegiance to the Constitution of the United States and the Constitution of the State of California; that I take this obligation freely, without any mental reservations or purpose of evasion; that I will not and lawfully discharge the duties upon which I am about to enter. I certify under penalty of perjury, under the laws of the State of California, that the foregoing is true and correct.

Executed on mm/dd/yy at City, County, California. Signature of volunteer

mm/dd/yy City County Signature of official* Signature of Volunteer Title of official*

Date SIGNATURE OF ORIGINAL AUTHORIZED TO ADMINISTER LOYALTY OATH TITLE

*Exception for the active DSW Volunteer is effective for the period the person assumes membership with the organization, for a volunteer registering for the first time or a replacement, but not applicable to the situation of the Accredited Disaster Council (ADC) when it would be used. (See C.C. § 3102)

© 2016 DSW Registration, Rev. 8/2016

Next Steps

- Administration
 - Establish the DSWV Program
 - Monitor compliance with CalOES Guidance
- Classification and Registration
 - Utilize CalOES Forms
- Training
 - Ensure training curriculum utilized
 - Ensure training schedule updated
- Loyalty Oath
 - Preparedness, OEM Swears in
 - Emergency, Extend by memo



Focus of Presentation

- Approve the national Community Emergency Response Team Training Curriculum for local delivery.
- Adoption of proposed San Jose Community Emergency Response Team Training schedule.



What is Community Emergency Response Team (CERT)?

- Educates and trains volunteers about disaster preparedness for the hazards that are most likely to occur in San José.
- Train to respond safely, responsibly and effectively to emergency situations, such as fire safety, light search and rescue, team organization and disaster medical operations.
- 20-hour training commitment
- Nationwide volunteer training program that professional responders can rely on during disaster situations, which allows them to focus on more complex tasks.

Unit 1 – Disaster Preparedness

Learning Objectives:

- Identify the roles and responsibilities for community preparedness.
- Describe the types of hazards most likely to affect their community and their potential impact on people, health, and infrastructure.
- Undertake personal and organizational preparedness actions.
- Describe the functions of CERTs and their role as a CERT member.



Unit 2 – Fire Safety and Utility Controls

Learning Objectives:

- Explain and understand the role of CERTs in fire safety.
- Identify and reduce potential fire and utility risks in the home and workplace.
- Extinguish small fires using a fire extinguisher



Unit 3 – Disaster Medical Operations — PART 1

Learning Objectives:

- Identify the “killers.”
- Apply techniques for opening airways, controlling bleeding, and treating for shock.
- Conduct triage under simulated disaster conditions.



Unit 4- Disaster Medical Operations- Part 2



Learning Objectives:

- Take appropriate sanitation measures to help protect public health.
- Perform head-to-toe patient assessments.
- Establish a treatment area.
- Apply splints to suspected fractures and sprains and employ basic treatments for other injuries.

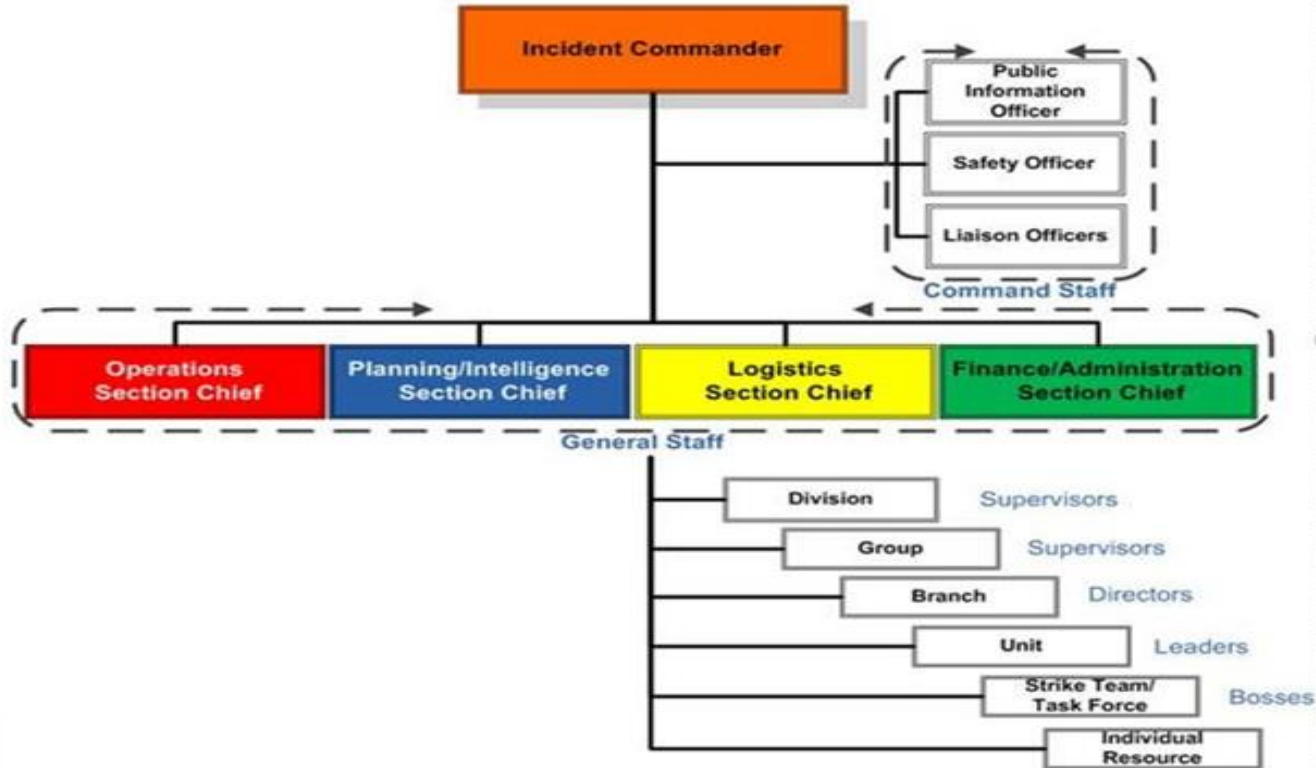
Unit 5 – Light Search and Rescue

Learning Objectives:

- Identify sizeup requirements for potential search and rescue situations.
- Describe the most common techniques for searching, both interior and exterior.
- Use safe techniques for debris removal and survivor extrication.
- Describe ways to protect rescuers during search and rescue.



Unit 6 – CERT Organization



Unit 7 – Disaster Psychology

Learning Objectives:

- Describe the disaster and post-disaster emotional environment for survivors and rescuers.
- Describe the steps that rescuers can take to relieve their own stress and that of other disaster survivors.



Unit 8 – Terrorism and CERT

Learning Objectives:

- Define terrorism
- Identify potential targets in the community
- Identify the eight signs of terrorism
- Identify CERT operating procedures for a terrorist incident
- Describe the actions to take following a suspected terrorist incident.

Unit 9 – Review, Final Exam, Disaster Simulation



Proposed CERT Training Schedule

Month/Year	Location	Course and Objectives	Supervisor
Spring 2019	District 3	National CERT Curriculum	2 CERT Qualified Instructors
Spring 2019	District 6	National CERT Curriculum	2 CERT Qualified Instructors
Spring 2019	District 5	National CERT Curriculum	2 CERT Qualified Instructors
Summer 2019	District 7	National CERT Curriculum	2 CERT Qualified Instructors
Summer 2019	District 1	National CERT Curriculum	2 CERT Qualified Instructors
Summer 2019	District 8	National CERT Curriculum	2 CERT Qualified Instructors
Fall 2019	District 10	National CERT Curriculum	2 CERT Qualified Instructors
Fall 2019	District 2	National CERT Curriculum	2 CERT Qualified Instructors
Fall 2019	District 4	National CERT Curriculum	2 CERT Qualified Instructors
Winter 2019	District 9	National CERT Curriculum	2 CERT Qualified Instructors
Winter 2020	San Jose State University	National CERT Curriculum	2 CERT Qualified Instructors
Winter 2020	TBD	National CERT Curriculum	2 CERT Qualified Instructors

Actions for Today

- The adoption of proposed curriculum addresses both Emergency Services Council responsibilities.
- Ensure disaster training is approved, documented, and supervised.



Questions

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Office of Emergency Management

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Emergency Services Council

Radio Amateur Civil Emergency Services (RACES)

Emergency Services Council
December 10, 2018



Desired Outcomes:

Approval of:

- Proposed RACES Curriculum
- Proposed Training Schedule



Fundamentals of Emergency Communications	
Course Description and Materials	
Overview:	This is an introductory training course for hams who are new to Emergency Communications in Santa Clara County. It is the second in a series of courses offered to prepare for entrance into the Santa Clara County Mutual Aid Communicator Program.
Intended Audience:	New hams who may be interested in Emergency Communication or experienced hams who are new to Emergency Communications or new to Santa Clara County ARES/RACES procedures
Prerequisites:	<ul style="list-style-type: none"><input type="checkbox"/> Valid Technician class or higher Amateur Radio license<input type="checkbox"/> Santa Clara County ARES/RACES training courses:<ul style="list-style-type: none"><input type="checkbox"/> Introduction to Emergency Communications (or approved equivalent) [instructor-led]<input type="checkbox"/> ICS-214-SCCo Unit Activity Log [self-paced; about 20 minutes to complete]
	Prerequisites are not strictly enforced. But in order to get the most out of this course, you should complete the prerequisite courses. If you have not yet attended one or more of the prerequisites, you should complete the prerequisite courses prior to attending this course. Then, be sure

Definitions:

Radio Amateur Civil Emergency Services (RACES)

Amateur Radio Emergency Services (ARES)

Auxiliary Communications System (ACS)



Background:

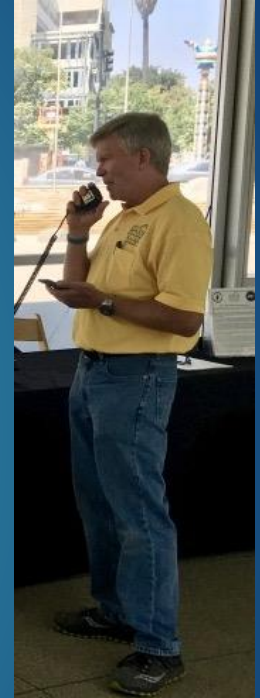
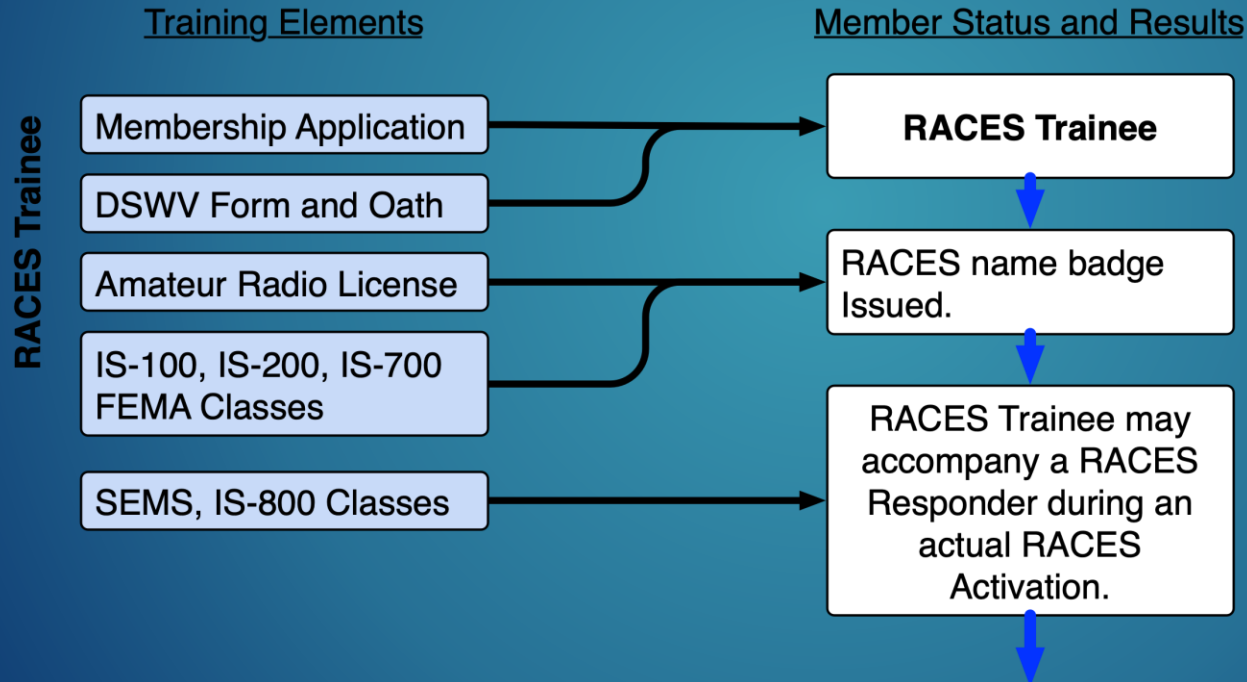
When normal local public safety radio, phone and cellular services are affected, alternate Methods for communication Become necessary.



These RACES volunteers will provide a variety of professional skills including administrative, technical and operational for emergency communications between local and county agencies.

Training Process:

City of San José ARES/RACES/ACS New Member Training Flow



Training Process:

RACES Responder

- New Member Class
- 911 Dispatch Tour
- 3 RACES General Meetings
- 3 Tuesday Night Net Controls
- (1) Hospital Net Participation
- (1) San José RACES Event or Drill
- CERT Training* or IS-317

RACES Responder

The RACES Responder certificate and uniform are issued. The RACES Responder may now be dispatched for any regular RACES assignment unaccompanied.

Notes: Prerequisites are indicated by arrows. Status changes occur upon completion of all listed prerequisites.

* Denotes currently waived



Mutual Aid Communicator Training:

Introduction to Emergency Communications
Fundamentals of Emergency Communications
Message Passing
Field Operations
Shadowing
Net Control
Packet Operations
Antenna Fundamentals & Safety
Cross-Band Repeating

Field Communicator

Conduct initial damage surveys. Supply communications for a Red Cross shelter, hospital, Emergency Volunteer Center, fire station, school, CERT team, or other similar situation.

Net Control Operator

Manage the communications flow for any of the various county and city nets.

Packet Operator

Use digital technology to communicate official forms and other complex data that are not convenient to send by voice.

Shadow Communicator

Supply communications for an official at a public event or an emergency incident.

HF Operator

Relay communication

Call to Vote:

Approval of:

- Proposed RACES Curriculum
- Proposed Training Schedule



Fundamentals of Emergency Communications

Course Description and Materials

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Intended Audience: New hams who may be interested in Emergency Communication or experienced hams who are new to Emergency Communications or new to Santa Clara County ARES/RACES procedures

Prerequisites:

- Valid Technician class or higher Amateur Radio license
- Santa Clara County ARES/RACES training courses:
 - [Introduction to Emergency Communications](#) (or approved equivalent) [(instructor-led)
 - [ICS-214-SCCo Unit Activity Log](#) [self-paced; about 20 minutes to complete]

Prerequisites are not strictly enforced. But in order to get the most out of this course, you should complete these courses. If you have not yet attended one or more of the prerequisites, you should complete the prerequisites prior to attending this course. Then, be sure

Next Steps:

Following the approval of the proposed RACES training curriculum and schedule –

Perform annual reviews of the training curriculum and propose updates as the Emergency Operations Plan is updated, technological innovations and progression in the emergency management programs occur.

Questions?

Office of Emergency Management

OEMgroup@sanjoseca.gov

408.794.7055



Thank You

- Appreciate your participation
- The City of San José is committed to Emergency Management and the City's Preparedness
- Next Meeting in August 2019

