

Net Notes for December 23, 2009

News and Announcements

1) Upcoming Events

2/20 Yuma Hamfest/ARCA Meeting

3/13 Scottsdale Hamfest/ARCA Meeting, Ft McDowell Casino

2) RACES Photo ID Cards – We are scheduled to have the County Photo ID card machine at the CARA meeting on January 4, 2010. If your card is expired, lost or you have never received a photo ID card, please plan to attend the meeting early so we can get your card made.

Training – Event/Incident After Action Reports. Tonight we will do a review of After Action Reports. First covering format and then some general comments.

Sample After Action Format

DATE: (Date prepared/submitted)

SUBJECT: After Action Report – (Event. Incident Title)

FROM: (Person Preparing report –Should be lead operator/team chief)

TO: (Primary Person in Chain of Command)

CC: (Courtesy Copy to interested individuals)

1. PURPOSE:

Establish the facts.

What was the mission description?

What did we set out to do?

For exercises, what were the key tasks involved?

Define acceptable standards for success.

2. EXECUTIVE SUMMARY

Continue to establish the facts. Provide a brief description of what actually happened? Establish relevant times and dates of the incident/event.

Cause and effect, Why did it happen? Focus on the What not the Who.

3. LESSONS LEARNED

What can we do better next time?

If there were problems, focus on items you can fix and try to suggest solutions to identified problems. If you don't have a solution that's OK but you should try to provide some options.

Identify successes to maintain those strengths.

4. COMMENTS

This includes good and bad performance, questionable actions. It can also include suggested changes in policy or really anything that the submitter wants the chain-of-command to know about. However, touchy or dangerous subjects such as potential disciplinary items are usually

handled personally and not in a report like this that has general distribution. For the consolidated AAR, the team leader should be sure to solicit comments from all participating members of the team. They may have a different perspective on the events and see things the team leader missed.

5. ACTION ITEMS

Develop a list of what actions to take to fix specific needs.
Timelines and responsibilities

Appendix

Who participated?
Agencies/individuals

As you prepare the AAR, keep these elements in mind. As the communications unit leader (COM-L), you may be asked to answer these questions for the Incident Commander as they fill out their report.

Did the incident involve multiple emergency response disciplines?

Be able to list and describe all communications technologies used in the incident, planned event, or exercise covered by this evaluation.

Do recorded or written radio logs exist for the dispatch, command, and primary operation channels used during the response? Since we usually keep a radio log (ICS 309), the answer should always be yes.

Does sufficient documentation exist to provide for independent validation and verification of the adequacy of response-level emergency communications?

Did policies and procedures exist for interagency communications between the involved jurisdictions? Once the Tactical Interoperability Communications Plan (TICP) is complete for the county the answer will be yes. We are not there yet.

Was plain language used throughout the incident? Hopefully the answer will be yes.

Did any communications problems arise amongst the primary operational leadership due to a lack of common terminology?

Were common names used by all responding agencies for interagency communications channels? I think we are still working on this one throughout the county. Pretty sure we are not there yet across agency lines and across disciplines.

Were standard names as identified in the National Interoperability Field Operations Guide (NIFOG) used for Federal Communications Commission (FCC)-designated interoperability channels?

Here is a big one, were more than one out of every 10 transmissions repeated due to failure of initial communications attempts amongst the primary operational leadership?

In your opinion, overall, was the primary operational leadership able to communicate adequately to manage resources during the incident or event?

Remember, if you are the designated COM-L for the incident/event, be sure to get input from each of your team members.

Well that's all the training for this evening. Are there any late members or visitors wishing to check in at this time? OK, let's start down the roster for comments.

Don't forget our next Net will be on January 13 at 2000 Hrs. Don't forget the CARA net on Thursday evening at 1900 hours on the 146.76 repeater. I wish all of you a Merry Christmas or Happy Hanukah depending on your religious convictions. Stay safe through this holiday season and hope to see you all back here on the 13th. This net is closed.

Bob

Robert L Hollister

Thought for the day:

Life Lesson # 33. Believe in miracles. - Regina Brett