



Cupertino Citizen Corps Disaster Response Exercise 2012

CUP-12-09T

PREFACE

The Cupertino Citizen Corp (CCC) Disaster Response Exercise 2012 (DRE 2012) is a functional exercise sponsored by the City of Cupertino. This Exercise Plan (ExPlan) was produced with input, advice, and assistance from the exercise planning team, which followed the guidance set forth in the Federal Emergency Management Agency (FEMA), Homeland Security Exercise and Evaluation Program (HSEEP).

The ExPlan gives officials, observers, media personnel, and players from participating organizations the information necessary to observe or participate in the exercise focusing on the participants' emergency response plans, policies, and procedures as they pertain to a response and deployment of the components of the Citizen Corp.

This exercise is an *unclassified exercise*. The control of information is based more on public sensitivity regarding the nature of the exercise than on actual exercise content. Some exercise material is intended for the exercise use of exercise planners, controllers and evaluators, but players may view other materials deemed necessary to their performance. The ExPlan may be viewed by all exercise participants.

All exercise participants should use appropriate guidelines to ensure the proper control of information within their areas of expertise and to protect this material in accordance with current jurisdictional directives. Public release of exercise materials to third parties is at the discretion of the City of Cupertino Citizen Corps Coordinator.

HANDLING INSTRUCTIONS

1. The title of this document is the Cupertino Citizen Corps Disaster Preparedness October 2012 Exercise Plan (ExPlan).
2. The information gathered in this ExPlan is *For Official Use Only (FOUO)* and should be handled as sensitive information not to be disclosed. This document should be safe guarded, handled, transmitted, and stored in accordance with appropriate security directives, Reproduction of this document, in whole or in part, without prior approval from the City of Cupertino Citizen Corps Coordinator is prohibited.
3. For more information, please contact the Cupertino Citizen Corps Coordinator:

Citizen Corp Coordinator:

Ken Ericksen
City of Cupertino
10300 Torre Av.



Cupertino, CA 95014
(408) 215-8459 (Mobile)
kennethe@cupertino.org

Exercise Director: Ken Ericksen

Blackberry Farm venue coordinator: Jerry Tallinger

City Hall venue coordinator: Gerd Goette

Exercise Planning Team:

Ken Erickson	Alberto Boleda	Bev Tallinger	Jerry Tallinger	Fari Aberg
Gerd Goette	Doug Frieson	Leroy Wilkinson	Steve Hill	Wynne Dobyys
Bob Cascone	Isabel Rodriguez	Jim Oberhofer	Allan Gontang	



Contents

PREFACE	1
HANDLING INSTRUCTIONS.....	1
CHAPTER 1: General Information.....	4
Introduction	4
Goal	4
Purpose	4
Scope.....	4
Target Capabilities	5
Exercise Objectives	5
Scenario.....	7
Assumptions.....	8
Artificialities	8
CHAPTER 2: Exercise Logistics.....	9
Exercise Tools.....	9
Exercise Implementation	9
Communication Plan.....	9
Safety Requirements.....	10
Accident Reporting and Real Emergencies	12
Site Access.....	13
CHAPTER 3: Exercise Participation.....	15
Exercise Staff.....	15
CHAPTER 4: Evaluation & Post Exercise Activities	17
APPENDIX A: Schedule of Exercise Activities	19
APPENDIX B: Exercise Site Maps.....	20
APPENDIX C: Communicatioins Directory.....	22



CHAPTER 1: General Information

Introduction

The Cupertino Citizen Corps Disaster Response Exercise 2012 is a functional exercise (FE) designed to present a learning environment to exercise the emergency response plans, policies, and procedures as they pertain to amateur radio (CARES), emergency response teams (CERT), medical reserves (MRC), and overhead (DOC) in response to a major incident. The FE is sufficiently complex to require detailed planning. To conduct the exercised effectively, subject matter experts (SMEs) and representatives from the component groups of the Cupertino Citizen Corps have collaborated in the planning process and will take part in exercise conduct and evaluation.

This Exercise Plan (ExPlan) was produced at the direction of the City of Cupertino Citizen Corps Coordinator with the input, advice, and assistance of the exercise planning team.

Goal

The goal of the Cupertino Citizen Corps Disaster Response Exercise 2012 is to safely and successfully deploy emergency response, and overhead personnel to practice seldom used capabilities to respond to an evolving disaster scenario.

Purpose

The Cupertino Citizen Corps Disaster Response Exercise 2012 will provide participating emergency response assets the opportunity to coordinate activities they would likely perform in responding to a major incident within the city. These activities will be contained within a controlled exercise environment and will be evaluated toward validating existing training, policies, and procedures.

The emphasis is on the testing of existing training, policies, and procedures. This exercise is NOT a test of individuals.

Scope

Cupertino Citizen Corps Disaster Response Exercise 2012 will be conducted within the jurisdiction of the City of Cupertino on October 27, 2012 in response to a simulated catastrophic failure of the Stevens Creek Dam and resulting flooding/inundation downstream. The exercise is scheduled for 9 hours or until the Exercise Director has determined that the exercise objectives have been fully addressed. All activities outside of the area staffed by the participating assets will be simulated. The exercise is a no-fault exercise, meaning personnel are not evaluated based on their actions, but based on the effectiveness of the plan to support the response to the incident.



Target Capabilities

The National Planning Scenarios and the establishment of the National Preparedness Priorities have steered the focus of homeland security toward a capabilities-based planning approach. Agencies can use capabilities-based planning to identify a baseline assessment of their emergency management and homeland security efforts by comparing their current capabilities against the Target Capabilities List (TCL) and the critical tasks of the Universal Task List (UTL). This approach identifies gaps in current capabilities and focuses efforts on identifying and developing priority capabilities and tasks for the agency.

The broad capabilities listed below have been selected by the exercise planning team. These capabilities provide the foundation for development of the exercise objectives and scenario, as the purpose of this exercise is to measure and validate performance of these capabilities and their associated tasks. Individual capabilities from the TCL's are incorporated within the EEGs to support each of the stated exercise objectives listed below.

- Communication
- Emergency Triage and Pre-Hospital Treatment
- On-Site Incident Management
- Emergency Operations Center Management

Exercise Objectives

The exercise objectives developed by the planning team are listed out under the different participating components of the Citizen Corps.

Cupertino Office of Emergency Services (OES)

Planning decision to use Citizen Corps

Notifications processes

- Cupertino Alert System
- SCC Alert
- 1670 AM
- "Phone Tree" for critical positions (Management/Command, and General staff)

Simulation Cell for Exercise Conduct

Use of the City Radio frequency/system

Cupertino ARES (CARES)

- Communications support of the EOC (portions may be simulated)
- Support of the DOC (located at the same exercise venue)
- Voice and Packet communication transmission utilizing the Communications Van
- Field support based on resource requests
 - Comm. Plan
- Focused Infrastructure Safety Assessment – based on City and MOU requirements

Citizen Corps Department Operations Center (DOC)

- Activation of Citizen Corps
- Management of Citizen Corps
 - Mission – defined/established
 - Resources -allocated
 - Information flow <-> ICP, ARK, EOC (simulated)
- Action Planning process
 - Facilitate the Incident Action Plan for field resources (may be simulated)
 - Conquest
 - WebEOC
- Shift Change
- Demobilization
- Interaction with CARES
 - Policy & Procedure Manual

Community Emergency Response Team (CERT)

- Establish Remote Incident Command Post (ICP)
- CERT skills exercises
 - Safety Assessment
 - Cribbing
 - Search & Rescue
 - Medical Triage
 - First Aid
 - Fire Suppression



Medical Reserve Corps

- Patient Secondary Assessment
- Establish Medical Branch/Group, Triage, Treatment , and Transportation Units
- Turn over Report to EMS/CNT

Scenario

A large weather array moves over central California and slowly shifts eastward. Several days see a number of different rain fronts saturating the ground and the resulting runoff swells streams and rivers over most counties. Due to the duration of the weather event, emergency services are running hard with above-trend call volume, but are able to handle the activity with their existing plans and resources. Most cities, Cupertino included, and counties have a moderate level activation (Level 2) of their EOCs to monitor their local situations. The Cupertino Citizen Corps Department Operations Center is also monitoring the Situation Reports coming from the city and Op Area EOCs.

One final heavy rain finishes it off as the skies over Santa Clara County clear during the night of October 26. Local fire, law and EMS resources throughout Central California are running at peak volumes without much reserve capacity. The State Coastal and Inland Regional EOCs realize that although everyone appears to be holding their own, and the weather is improving, there is little in the way of mutual aid capability in the affected Operational Areas.

At about 0638 reports start reaching the City EOC of large amounts of water, and some flooding, near the city border with Mountain View and Sunnyvale near Hwy 280. As an addition to the existing high response volume the remaining capacity of the cities is committed to the damage and injuries being reported. The City increases its EOC activation level. As the additional staff starts to arrive at the EOC, it becomes apparent there is a large area of the city from which there has been no information regarding the status of the area in and around Blackberry Farm. Questions also arise about the status of the Stevens Creek Dam and its integrity. There are no city-based emergency resources available and when queried, the Santa Clara Operational Area (Op Area) has no mutual aid capability to send and the Region estimates at least four hours until they can get resources on scene. The decision is made to activate the Citizen Corps to Blackberry Farm to report on the conditions there and, if necessary, lend assistance until the mutual aid resources can arrive.

The DOC activates CARES to support the EOC & DOC. While DOC & CARES are responding to their stations a conference call (EOC, DOC and CARES) starts the operational mission planning. Exercise Starts as the DOC and CARES join efforts.



Assumptions

Assumptions constitute the foundation for the exercise and are established as present before the start of the exercise (StartEx). The following assumptions apply to this exercise.

- The exercise is conducted as a no-fault learning environment to evaluate systems and processes, not individuals.
- Exercise-related simulations will be realistic and plausible, and contain sufficient detail for the participating assets to respond to.
- Exercise participants will react to the information and situations as they are presented, and in the same manner as if this had been a real incident.
- Exercise time is REAL time.
- Exercise weather is REAL weather.
- “Ground conditions” (mud, trails, walk ways, streams, etc.) are real as they present on-site.
- Telephone, water, and electrical service are unaffected except within the specific building(s) in play on-site at Blackberry farm.
- Cellular and Internet service is unaffected and presents as REAL connectivity.

Artificialities

By its nature, exercise design contains various imposed artificialities which consist of Constructs (devices designed to enhance exercise realism) and Constraints (limitations that may distract from exercise realism). The planning team accepts the following as necessary to meet the goals and objectives of the exercise:

- Some equipment and supplies may be pre-positioned from their typical location in an ARK. <Use of the “early” time of the exercise day for positioning to exercise comm. and transport>
- All staffing, resources and equipment are at current REAL levels.
- Most Mutual Aid resources are at least four hours from arrival in the City.
- ALL exercise operations will occur within the designated boundaries of Blackberry Farm and City Hall.
- Media and Observers will not be part of the exercise plan and will be escorted.
- ONLY the numbers and frequencies in the Communications Directory are in play.
- The Simulation Center (SimCell) will represent all entities not actively participating in the exercise.



CHAPTER 2: Exercise Logistics

Exercise Tools

The Exercise Plan (ExPLAN) is the primary exercise tool to be used in this exercise. Exercise Evaluations Guides will be used in the debriefing of the Station Supervisory staff (Controllers & Evaluators).

Exercise Implementation

Exercise play will begin at 0700 with the activation of CARES and the DOC along with an initial situation report. As the development of the DOC is new, it is expected there will be much discussion-based activity between CARES and the DOC staff. Once an initial plan is developed, the remaining participants will be notified via CAS of their reporting locations and the exercise will proceed in accordance with established plans and procedures. As there are several new activities planned in this exercise, the Exercise Director and the Supervisory Staff will find “flexibility” an asset. The exercise will conclude upon the completion of the exercise objectives, as determined by the Exercise Director.

The following are general rules that govern exercise play:

- Actions should be consistent with plans, policies, procedures, and training.
- Document all actions on Unit Logs.
- Direct questions to Station Supervisors.
- Real-world emergency actions take priority over exercise actions
- Exercise participants will comply with real-world response procedures, unless otherwise directed by Station Supervisors.
- All communications (written, radio, telephone, e-mail, packet, etc.) made during the exercise will begin and end with the phrase, “This is an exercise.”
- Exercise participants contacting the SimCell must identify the organizations, agency office, and/or individual with whom they wish to speak.
- **Save and leave all documentation.**
- Complete the exercise Critique Form.
- **REMEMBER**, this is an exercise for training purposes. This is not a test.

Communication Plan

Radio Communications

Radio communications between the Blackberry farm and the City Hall venues will be via Tac-1 for voice and via the Packet channel for electronic messaging. An e-mail connection may also be used if the opportunity arises to send larger message attachments.



Telephone Communications

Cellular telephone communications between positions should follow established and as well as logical ICS pathways. The attached Communication Directory lists the phone numbers that are in play for this exercise.

Safety Requirements

General Safety

Exercise participant safety, of course, takes priority over exercise events. Each exercise participant shares the responsibility for ensuring a safe environment for all personnel involved with the exercise. Emergency response, and exercising emergency response, is inherently dangerous. Professional health and safety ethics should guide all participants to operate in their assigned roles in the safest manner possible. The basis of this safety plan is to reinforce the "SAFETY IS #1" mantra of Citizen Corps and of CERT. This safety plan is intended to clarify the safety process in place.

The following general requirements apply to the exercise:

- An exercise Safety Officer will be identified for each of the two venues and will be responsible for participant safety.
- Safety Officers and Supervisory staff will be identified by **Blue Vests**.
- Supervisory Staff also serve as Assistant Safety Officers.
- All Exercise Team, Controllers, Evaluators, and Supervisory staff will serve as safety observers while the exercise is underway. Any safety concerns must be immediately addressed and immediately reported to the Safety Officer for the venue involved.
- Participants will be responsible for their own and each other's safety during the exercise. It is the responsibility for all persons associated with the exercise to stop play if, in their opinion, a real safety problem exists. Once the problem is corrected, exercise plan can be restarted. **Notify a Safety Officer or Assistant Safety Officer (Supervisory Staff)**.
- Each participant will comply with applicable environmental, health, and safety plans and procedures, as well as appropriate Federal, State, and local safety regulations
- ANY player, controller, or evaluator may stop the exercise for a safety violation at any time. The key phrase in all communications to stop the exercise for a safety situation is "FAILSAFE" (example – "We have a FAILSAFE situation. Stop/Halt the exercise". The individual stopping the exercise for a safety stoppage should immediately contact the Exercise Director or the nearest Controller or Evaluator, or Safety Officer or Assistant Safety Officer and explain the situation.
- A "FAILSAFE" order shall be issued until the safety situation is confirmed. Only the Safety Officer for that venue or the Exercise Director can restart that venue's exercise play.
- A "FAILSAFE" order shall be issued if any severe weather warning that immediately threatens the exercise area is issued by the National Weather Service, or if severe weather is spotted by exercise participants.



“Everyone is a Safety Observer.”

It is everyone’s responsibility to know the location of the emergency exits, fire extinguishers, first aid kits, automatic external defibrillators (AEDs), etc.

Personal Protective Equipment

Appropriate Personal Protective Equipment (PPE) should be worn as in the real world.

Transportation and Traffic Safety

Participants should be aware that vehicles unrelated to the exercise may be moving in and around the exercise venues. This may include trucks, automobiles, motorcycles, bicycles, skateboards, scooters, etc. as well as pedestrian traffic. All exercise participants are expected to be observant of their own and other participants’ safety at all times.

Medical Plan

- Participants should have their medical insurance identification with them throughout the exercise period.
- In case of a serious injury or illness, the following hospital facilities are near:

Hospital	Address	Telephone
Kaiser - Santa Clara	700 Lawrence Expwy Santa Clara	(408) 851-1000
El Camino – Mountain View	2500 Grant Rd. Mountain View	(605) 940-7000
Valley Medical Center – Trauma Center	751 S. Bascom Av. San Jose	(408) 885-5000
Stanford University Medical Center – Stanford	300 Pasteur Drive Palo Alto	(650) 723-4000

Electrical and Generating Device Hazards

All electrical and generating devices will be clearly marked to prevent inadvertent contact. All generating devices will be located in areas where exhaust gasses will not pose any potential for exposure to exercise participants (i.e. – away from buildings to prevent buildup of carbon monoxide, downwind from areas of activity).



Fire Safety

The County Fire Department will be notified of the exercise and will supply support in case of fire. The following are fire safety requirements for the exercise:

- Fire extinguishers within the exercise facilities will be available for use if necessary.
- Particular care will be given to ensure no operations or activities cause unintentional fires.
- Resupply fuels (e.g., gasoline for the generators) will be stored in approved containers, clearly labeled for content, and stored away from combustible materials. These fuels will not be stored within 50 feet of an ignition source (e.g., open flames, electrical or gas operated equipment).
- “No Smoking” signs will be posted near the fuel storage area.
- Fire extinguishers and other safety equipment will be posted close to the fuel storage area, but not with the containers.
- Fuels will be handled using safe handling methods.

Accident Reporting and Real Emergencies

Injuries and Emergencies

- For emergency services: **Dial 9-1-1**. (Cell phone calls may route directly to Santa Clara County Communications, to the local Public Safety Answering Point, or to the Northern California CHP Call Taking Center).
- Any actual injury or emergency will also be reported to an Exercise Team member and relayed to the venue’s Safety Officer.
- Any “near miss” type of injuries or accidents should be reported to the venue’s Safety Officer or to an Assistant Safety Officer.
- The venue’s Safety Officer will ensure that 9-1-1 has been activated as appropriate.

Real versus simulated Emergencies

During the evolution of this exercise there will be “simulated” injuries and there may be safety events injected to drive the scenario toward the intended capabilities being exercised. To reduce the risk of confusion when such information is relayed over the communications links, the statement “**This is an exercise**” shall accompany each inject.

In the event of a real emergency that requires assistance, the indicating phrase “**FAILSAFE**” will be used. The following procedures should be used in case of a real emergency during the exercise:



- Anyone observing a person who is seriously ill or injured will first advise the nearest Exercise Team Member (e.g., Controller, Evaluator, Safety Officer, or Assistant Safety Officer).
- Render aid to the injured or ill person. (Do NOT exceed your scope or level of training!)
- The Exercise Team Member who is made aware of the real emergency will relay the “**FAILSAFE**” to the venue’s Safety Officer via radio, if available, otherwise via cell phone. Include the following details:
 - Which venue.
 - The location within the venue.
 - The reported condition
 - The reported severity
 - Any assistance that may be required
- The Safety Officer involved will notify the Exercise Director as soon as is practicable.
- If the nature of the “**FAILSAFE**” requires suspension of the exercise, all exercise activities at the venue will immediately halt.
- The involved Safety Officer and the Exercise Director will decide on resumption of exercise play once the emergency is properly resolved

Site Access

Check-In

Each exercise participant must check-in upon arrival at his/her designated venue. Each exercise participant must check-out at the end of her/his involvement in the exercise.

Each participant shall wear his/her Citizen Corps photo identification badge (CERT, CARES, and MRC). A uniform shirt is not a substitute for a proper badge.

Security

The venues for this exercise will remain open to the public for use during the time of the exercise. It is anticipated there will be minimal non-exercise persons in these areas on October 27. If a problem arises or is anticipated, report the concern to an Exercise Team Member who will relay the concern to the venue’s Safety Officer.

At the Blackberry site, the Safety Officer will consult with the ICP Commander to problem solve the concern and report to the Exercise Director.

At the City Hall venue, the Safety Officer will consult with the DOC Manager and/or the CARES COML as appropriate. They will report the concern and the problem solve to the Exercise Director.



Parking and Traffic Directions

Private vehicle parking at the City Hall venue will be based on space available. The Communications Van will select their most suitable location to best communicate with the DOC and EOC.

Parking at the BBF venue will be in the lower parking lot. Exercise participants have been e-mailed a parking permit and shall display it on their dash, visible through the windshield.

Vehicles are to drive at posted speed limits or less, as appropriate to maximize safety.

Restroom Facilities

At the Blackberry Farm venue the restrooms in the pool building and in the Retreat Center will be open and available for exercise participants to use.

At the City Hall venue the restrooms within the City Hall building and within the Library will be open and available for exercise participants.



CHAPTER 3: Exercise Participation

Exercise Staff

Exercise Director is the individual in charge of the overall exercise activity and is the final decision making authority on exercise progression and actions. The Exercise Director makes the decision regarding the starting and the ending of the exercise, or if the exercise needs to be suspended for any reason. The Exercise director also serves as the overall lead for the conduct of the exercise and ensures that control, evaluation, and simulation activities are carried out appropriately and is in charge of all activities and personnel, and ensures that the exercise proceeds smoothly and according to the scenario.

Further, the Exercise Director is responsible for the overall organization of the exercise and monitors exercise progress and coordinates decisions regarding deviations or significant changes to the scenario to ensure the exercise objectives are met.

Controllers/Evaluators (also referred to in this exercise as **Station Supervisors**) are selected to evaluate and provide feedback on a designated functional area and the related exercise objectives. They are chosen based on their expertise in the functional area(s) they have been assigned to review during the exercise and their familiarity with local emergency response procedures. Station Supervisors assess and document participants' performance against established emergency plans and exercise evaluation criteria. Station Supervisors also have a Mentor role in the exercise and may request a pause to enhance the training opportunities and may provide "injects" as approved by the Exercise Director to drive the exercise toward the desired objectives.

Safety Officer

Each venue will have a designated Safety Officer who will be responsible for the general safety of activities at that venue.

Assistant Safety Officer(s)

Each exercise station at the Blackberry farm venue will be overseen by a Station Supervisor who will also serve as an Assistant Safety Officer, responsible for the safety of participants at that station

Simulator(s) are personnel who role-play as nonparticipating organizations or individuals. They operate out of the Simulation Cell (SimCell), but may also have face-to-face contact with players. For this exercise the SimCell will largely serve as the (simulated) City EOC along with local Emergency Managers who have volunteered to assist in our exercise.

Logistics Section Chief is responsible to provide support to ensure the exercise logistical tasks are met.



Exercise Participants

The following components of the City of Cupertino Citizen Corps are participating in this exercise:

- Cupertino Amateur Radio Emergency Service (CARES).
- Community Emergency Response Team (CERT).
- Medical Reserve Corps (MRC).
- Citizen Corps Department Operations Center (DOC).

Additional exercise participants:

- Santa Clara County Fire Department (CNT).
- Silicon Valley Ambulance Company (SVA).
- Santa Clara County Emergency Medical Services Agency (LEMSA).

Simulated Entities

In a real emergency, additional agencies and entities would also be involved in the response effort. For the purposes of this exercise, those agencies not participating will be simulated through the SimCell.

- City of Cupertino Emergency Operations Center (EOC), including any coordinator position within the EOC that may help drive activity toward the exercise objectives.
- Santa Clara Operational Area EOC.
- Any other agency or entity that the Exercise Director and/or the SimCell decide may help drive activities toward the exercise objectives.



CHAPTER 4: Evaluation & Post Exercise Activities

Exercise Documentation

Following the exercise, data collected by the Station Supervisors, Simulator(s), and participants will be used to identify strengths and areas for improvement in the context of the exercise objectives.

Exercise Evaluation Forms

Evaluation Forms were developed by the exercise design team. The Evaluation Forms were tied to the Target Capabilities List selected for this exercise.

Participant Critique Forms

Participant critique forms will be used to document participant information about the exercise. The Exercise Team will distribute these forms during the Hot Wash. Participants should be advised and encouraged to complete these forms as they provide the opportunity for them to comment candidly on emergency response activities and exercise effectiveness.

Hot Wash

Immediately after completion of exercise play for the day, The Exercise team will facilitate a Hot Wash with participants. This meeting is primarily geared toward the participants and is an opportunity for them to express their opinions about the exercise and their own performance while the events are still fresh in their minds. The Participant Critique Forms will be distributed and the participants encouraged to complete them and turn them in prior to departing the exercise site.

Supervisory Staff (Controller & Evaluator) Debriefing

Supervisory Staff (Controller/Evaluators) will be debriefed as their time permits based on the appropriate Exercise Evaluations Guides to review the completion of the TCLs selected for this exercise. A general debrief of exercise staff will be conducted during the regularly scheduled Citizen Corps Steering Committee meeting on Monday, October 29, 2012.

After Action Conference

The After Action Conference is a forum for the participating Citizen Corps components to hear the results of the evaluation analysis, validate findings and recommendations in the draft AAR, and begin development of the Improvement Plan (IP). The After Action Conference is yet to be scheduled and may co-inside with the Steering Committee meeting scheduled for the November 29, 2012.



After Action Report and Improvement Plan (AAR/IP)

The exercise AAR/IP will be prepared to document the evaluation of overall exercise performance. The AAR/IP will include the exercise schedule, scenario, players' activities, evaluations, issues, opportunities, and best practices. The AAR also will contain the following:

- A brief summary, with introduction and general statement noting the exercise scope, purpose, objectives, players, and overall performance assessment.
- Assessment for each capability observed.
- Issues and recommendations suggested by Controller/Evaluators, and player comments.

A draft AAR will be provided to participating Citizen Corps component organizations before the After Action Conference is held.

APPENDIX A: Schedule of Exercise Activities

Time Slot		Events	EOC	DOC	ICP	CARES	
From	To		City Hall	EOC	BBF	Comm. Van @ City Hall	ICP @ BBF
7:00	7:30	Disaster strikes: Partial failure of Stevens Creek Dam; EOC & CARES activated	Radio 1670 messaging; activate leaders	DOC staff : Gerd + 1; Controller / evaluator = 1	Deliver ICP kit	Staff = 2	Staff = ~ 7
7:30	8:00	EOC director activates the sr. staff. DOC activation DOC setup; DOC decides to establish ICP at BBF	Exercise Director; Sim Cell (2)	Logistics = 2, with city vehicle; SCFD	Incident Cmdr + asst Ops, S&M, Check-in, Controller/eval, = 6		Start PSA
8:00	8:30	CAS: CCC activation, directs people to BBF; People in transit					Report to BBF
8:30	9:00	ICP setup; people arr by 9:00 Status report from BBF to DOC			Setup		
9:00	9:30	Victims arr for moulage					
9:30	10:00						
10:00	10:30	DOC sends EAP to ICPs: Fire arrive Logistics request from BBF					
10:30	11:00						
11:00	11:30	Sit stat report from BBF to DOC					
11:30	12:00	ISA report to DOC					
12:00	12:30	DOC sends IAP to ICPs; moulage Prepare shift change					
12:30	13:00	Shift change; break for volunteers working both shifts					
13:00	13:30						
13:30	14:00	Logistics request from BBF					
14:00	14:30						
14:30	15:00						
15:00	15:30	Fire depart? Ambulance depart?					
15:30	16:00						
16:00	16:30	Demob	Demob	Demob	Demob	Demob	Demob
16:30	17:00				Food delivered		
17:00	17:30	Debriefing and party			Dinner @ BBF: CCC, SCFD, ??		



APPENDIX B: Exercise Site Maps

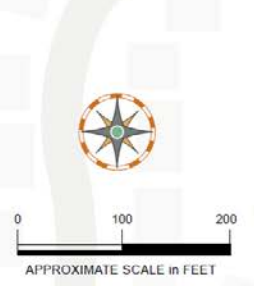
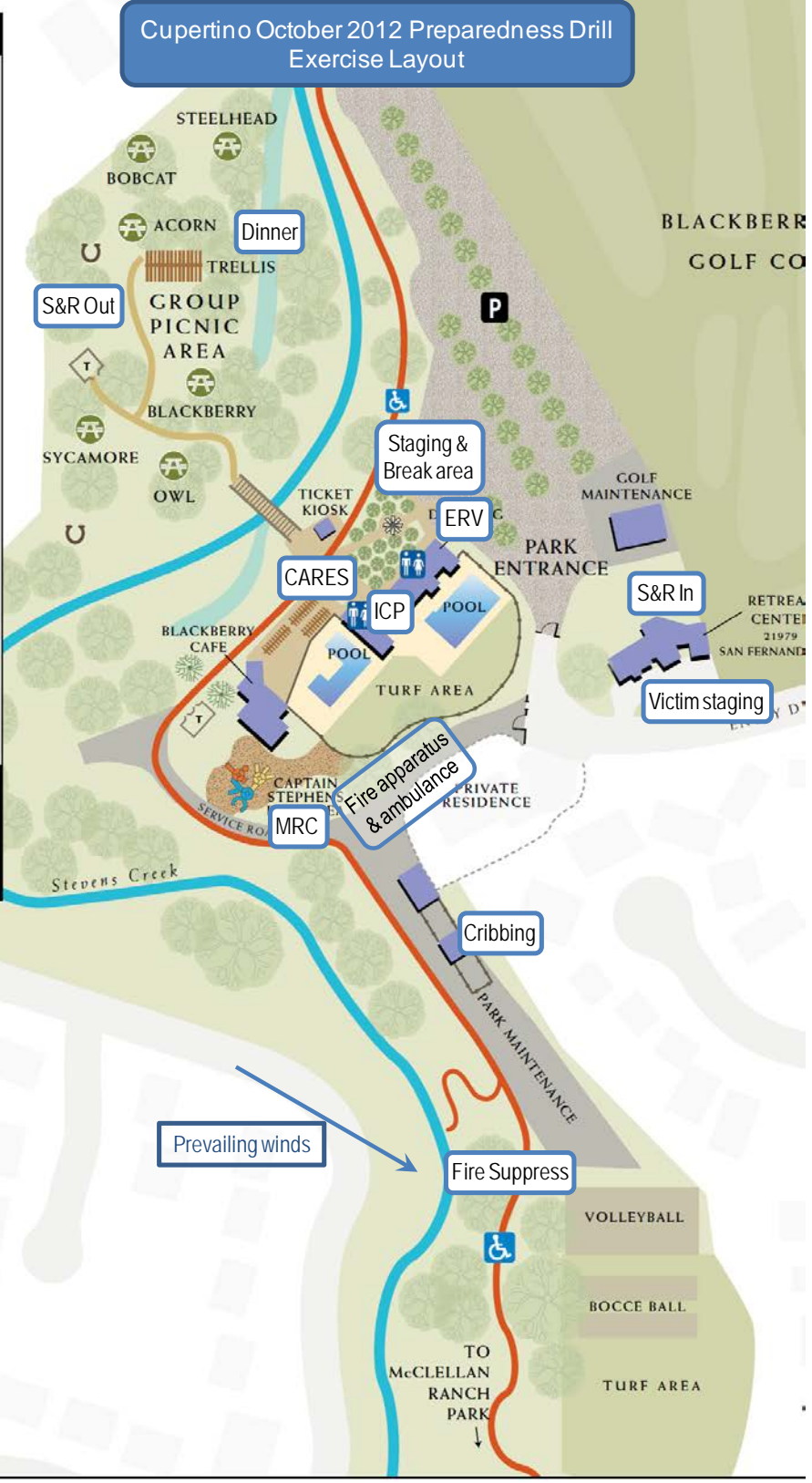
Cupertino October 2012 Preparedness Drill Exercise Layout

LEGEND

- ~ Pedestrian/Bicycle Trail (accessible)
- ~ Creek
- ~ Service Access
- Maintenance Area
- Park Area
- Backwater
- P Parking Lot
- Golf Course
- Private Property
- ♿ Rest Rooms
- ♿ Accessible (barrier-free)
- T Trash Enclosure
- U Horseshoe Pit
- ⊕ Group Picnic Area
- ⊗ Windmill



STEVENS CREEK TRAIL



Oct 11, 2012



APPENDIX C: Communications Directory

Radio communications between the Blackberry farms venue and the City Hall DOC venue will be conducted via CARES Tac-1 for voice as well as via an appropriate Packet radio frequency as determined by the CARES (Communications Unit Leader (COML)) on the day of the exercise.

Radio communications within the Blackberry Farms venue will include CARES Tac-2 as well as appropriate Family Radio system (FRS) channels as determined by the section participants during exercise play.

The exercise overhead team will use the City of Cupertino radios set on the “Primary” channel for exercise control and coordination.

List of Approved Telephone Numbers

City of Cupertino EOC	Simulated by Ken Ericksen	(408) 215-8459
-----------------------	---------------------------	----------------

Coordinators may establish their own “phone tree” within their venue to facilitate communications with their Supervisory Staff and key resources.

Blackberry Farms venue – Use for Exercise Control and safety:

Jerry Tallinger	Venue Exercise Coordinator	(408) 829-0645
Albert Boleda	Safety Officer & Venue Oversight	(408) 218-1152
Bev Tallinger	ICP	(408) 996-2534
Fari Aberg	MRC	(408) 666-4143

City Hall venue – Use for Exercise Control and safety:

Gerd Goette	Venue Exercise Coordinator	(409) 464-9586
Jim Oberhofer	CARES EC	(408) 839-8798
Steve Hill	Logistics Section Chief	(408) 966-5474