After Action Report
2016 PSA Exercise

Cupertino
ARES/RACES

1. Overview

Description: 2016 Preliminary Safety Assessment Exercise
Event Date: 16 January 2016
Report Date: 17 January 2016
CARES Event: CUP-16-10T
RACES Event: CUP-16-10T
Control: Cupertino ARES/RACES
Report Revision: 1.0, **FINAL**
Submitted by: Jim Oberhofer KN6PE

Requirements for Reporting
Completing an After Action Report is part of the required SEMS reporting process. The Emergency Services Act, Section 8607 (f) mandates that the Office of Emergency Services (OES) in cooperation with involved state and local agencies complete an After Action Report within 120 days after each declared disaster. Section 2450 (a) of the SEMS Regulations states that, "Any city, city and county, or county declaring a local emergency for which the governor proclaims a state of emergency, and any state agency responding to that emergency shall complete and transmit an after action report to OES within ninety (90) days of the close of the incident period as specified in the California Code of Regulations, section 2900(j)."

CARES will follow this requirement for reporting the results and recommendations for this Training Event.

i. Introduction and Background

Terms

CARES:	Cupertino Amateur Radio Emergency Service, ARES/RACES organization supporting the City of Cupertino.
CCC:	Cupertino Citizen Corp, the collection of volunteer response organizations made up of CARES, CERT, and MRC
CERT:	Community Emergency Response Teams
MRC:	Medical Reserves Corp
NCO:	Net Control Operator, may be indicated by M-NCO (Message Net) or R-NCO (Resource Net)
PSA:	Preliminary Safety Assessment, a home-based assessment that develops a quick snapshot of the state of the city based on the distribution of CARES members.
RRO:	Radio Room Operator

Introduction
The City of Cupertino supports testing the community emergency response plans and ongoing disaster preparedness training as an essential component to a successful community disaster response. One element of the CARES response is the Preliminary Safety Assessment (PSA).

During a major infrastructure-impacting incident, the first thing CARES will do is perform a Preliminary Safety Assessment (PSA) on behalf of the City. The intent is to provide the City EOC with an immediate snapshot of the state of the city of 5 specific categories of potential problems (injuries, structures, fire, utilities, and access). A reasonable early assessment is possible based on the geographic dispersion of CARES members.

The PSA Process is practiced each year. On 16 January 2016, the City of Cupertino authorized a training activation under the designation CUP-16-10T to conduct a PSA exercise. This report is a summary of this exercise.

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ii. Type / Location of Event / Drill / Exercise

Event Type: City of Cupertino, CARES Training Activation
Event Identifier: CUP-16-10T
Event Name: 2016 PSA Exercise
Location: City of Cupertino

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iii. Description of Event / Drill / Exercise

CARES drill objectives:
1. Practice the PSA data collection and reporting process by CARES members in the field.

Event resources came from the following organizations:
1. Cupertino ARES/RACES: Responsible for checking into the CARES emergency net, performing the PSA process, rolling up the results, and delivering the results to the Cupertino EOC Staff. Thirteen (13) CARES members participated in the test.

The drill was initiated as a pre-announced event with CARES members knowing to check into the CARES Emergency Net at the appointed time.
1. Established the Emergency Net for initial drill check-ins.
2. Member check-ins. CARES members checked into the CARES Emergency Net on TAC-1.
3. CARES members were directed to perform their PSA Survey.
4. A Packet Operator as PSA Data Recorder was named.
5. PSA traffic (counts only) was directed to the Radio Room Operator.
6. At the end of the drill, an on-air debrief was held.

Performance against Objectives:
1. Practice the PSA data collection and reporting process
Results: **SATISFACTORY**. All participating members were able to pass the traffic in the manner defined by the process. On average, it took 1 minute to set up and pass a PSA message.

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iv. Chronological Summary of Event / Drill / Exercise
All events took place on Saturday, 24 January 2015. All times listed here are in local time. This summary is a compilation of submitted ICS-214s, net control logs, and other logs.

Time	Description, Note, Comment
0800	CARES Emergency Net was activated, KD6QPP assumed NCS.
0805	13 CARES Members checked in, all directed to start their PSA survey.
0805	Identified the PSA Recorder, Tactical Call is Radio Room.

0808	Start receiving PSA Reports.
0828	All reports received. Secured the Drill, on-air round-table on what worked, didn't work
0845	Secured the CARES Emergency Net

v. Response at SEMS Levels (as appropriate):
Include a summary, conclusions, the field response, and other local, operational area, regional, state or federal response.

Per the process, all participating CARES members performed the PSA Survey from wherever they were at the time of the event. This aspect of the process allows for general coverage of the city based on the random nature of where CARES members are in the city at any given time.

vi. Interacting Systems, Agencies, and Programs:
Include mutual aid systems (law enforcement, fire/rescue, medical, etc.); cooperating entities (utilities, American Red Cross, Sheriff's Office, City Departments, etc.); telecommunications and media interactions.

PSA Process
Leading up to this exercise, a review of Damage Assessment, START, and the PSA Process was delivered at the 7 January 2016 CARES General Meeting. The key success factors for this drill were:

1. CARES members understand what to look for in their immediate vicinity and how to record their findings.
2. CARES members can collect and report their local PSA data. The transmission of PSA reports is based on providing counts for specific topics called out in the PSA form, including:
    a. Injuries (4 categories)
    b. Structural Damage (3 categories)
    c. Fire (1 category)
    d. Hazards (4 categories)
    e. Access problems (1 category)
    f. Survey size; number of homes or structured surveyed
    g. Map grid location; county GIS map standard as adopted by Cupertino OES
3. We confirmed that, when a member is familiar with the PSA data delivery process, a single PSA message can be delivered in less than 1 minute.

Communications Systems
CARES used TAC1 simplex for the drill. This allowed us to test the message relay process. Additionally, having the NCO at the west side of the city and the RRO at the east side, all exercise participants were heard by at least one of these operators.

vii. Improvements, Conclusions, Recommendations:
As applicable, include a description of actions taken, assignments, associated costs or budget, timetable for completion or correction, and follow-up responsibility.

The following is a summary of the key Improvements, Conclusions, and Recommendations.

What worked?
- Drill went well
- Good message passing.
- thought it went well
- Reduced wordiness of message transfer to RRO/EOC by assuming RRO is listening and give message number to sender.

What didn't work / needs improvement?

- Need a process for doing a PSA for something other than residential. For example: a school or an apartment complex with 105 units
- Form COES 105 for needs to remove "chamber map" from heading and use GIS… FIXED

Recommendation

Reporting building vs units

Some CARES members live in apartments or condos that do not cleanly fit the definition of a "unit" (free-standing single family unit).

1. Develop a better definition or method for dealing with non-residential structures.

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viii. Logs, attachments:

As applicable, include a description of actions taken, assignments, associated costs or budget, timetable for completion or correction, and follow-up responsibility.

No attachments are included

1. ICS211B Check-in List
2. COES106 PSA Rollup

End of Report.

IC 211B CHECK-IN LIST CUP-16-10T	1. INCIDENT NAME EMES DSL DRILL	2. DATE 01/16/16	3. INCIDENT NUMBER	4. CHECKIN LOCATION ON RADIO

WHEN MADE	NAME (PERSONNEL) OR DESCRIPTION (EQUIPMENT)	AGENCY / TEAM	TIME IN	TIME OUT	HOURS	ADDITIONAL INFORMATION
		KD6QPP X	0800	0835		CHECK IN BY SIFFLE A-E J-R S-Z
		N6IK X				
		KK6FPI X				
		KK6EUQ				
		KF6PUQ		OPN		0123 - OFF FREQ, OFF FREQ, OUT
		KN6PE X				
		KG6O6A X				
		KI6WEJ X				
		KK6UHI X				
		KF6UVS X				SCANNING & PAGING TO NCU
		AI6CC X				
		KI6GCX X				Relayed in
		K6WGY X				

ICS211B	PAGE 1 OF 1	5. PREPARED BY (RESOURCE UNIT) GPAM KD6QPP NCU

COES 106 Situation Status — PSA Rollup/Tracking Form

Date: 1/16/16 **Activation: CUP-16-10T**

Call Sign	KI6WEJ	KD6QPP	K6WGY	AI6CC	KK6WHI	N6IK	KN6PE	KF6UVS	KK6FPI	KI6GCX	KK6EWQ	KG6OGA
Message ID	1	2	3	4	5	6	7	8	9	10	—	11
Time Received	0807	0808	0809	0811	0812	0814	0815	0817	0818	0819	0823	0823
Map Grid	N19	M18	N23	M19	M18?	M22	P20	N22	N19	O24	N21	O21
Number homes surveyed	20	7	15	16	20	17	16	71	62	20	1	28
1.1 Injuries, Minor	3	0	0	2	2	4	0	5	9	15	2	0
1.2 Injuries, Delayed	1	1	3	1	0	1	0	2	2	1	1	5
1.3 Injuries, Immediate	0	0	6	0	0	0	0	0	0	2	1	0
1.4 Injuries, Presumed	0	0	1	0	0	0	0	0	0	0	0	0
2.1 Structure, Light	5	0	1	3	1	2	8	3	8	4	1	7
2.2 Structure, Moderate	1	1	2	2	0	0	1	0	1	5	0	1
2.3 Structure, Heavy	0	0	1	0	0	0	0	0	0	1	0	0
3.1 Fire	0	0	0	0	0	0	1	0	0	1	0	0
4.1 Gas Leaks	0	0	0	0	0	1	0	1	2	0	0	0
4.2 Sewer Leaks	0	0	2	0	0	0	1	0	0	0	1	0
4.3 Water Main Breaks	0	1	1	1	0	0	1	0	0	0	1	1
4.4 Electric Power	1	0	3	0	0	0	0	1	1	1	1	0
5.1 Roads Blocked	1	0	0	0	0	1	1	1	0	0	1	1