

# After Action Report 2017 PSA Exercise



Cupertino  
ARES/RACES

## 1. Overview

**Description:** 2017 Preliminary Safety Assessment Exercise  
**Event Date:** 28 January 2017  
**Report Date:** 30 January 2017  
**CARES Event:** CUP-17-10T  
**RACES Event:** CUP-17-10T  
**Control:** Cupertino ARES/RACES  
**Report Revision:** 1.0, **REVIEW**  
**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. This activity will provide the City EOC with an immediate snapshot of the state of the city covering 5 specific categories of potential problems (injuries, structures, fire, utilities, and access). A reasonable early assessment is possible based on the geographic distribution of CARES members throughout the city.

The PSA Process is exercised each year. On 28 January 2017, the City of Cupertino authorized a training activation under the designation CUP-17-10T 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-17-10T  
 Event Name: 2017 PSA Exercise  
 Location: City of Cupertino

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## iii. Description of Event / Drill / Exercise

CARES drill objectives:

1. Exercise 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. Twenty-one (21) CARES members participated in the test.

Name	Call Sign	Assignment
Aberg, Fari	KF6UVS	PSA reporter
Alhait, AJ	KK6UCT	PSA reporter
Bluhm-Stieber, Hella	KJ6OHF	PSA reporter
Capener, Chris	AI6CC	PSA reporter
Cascone, Bob	KJ6WBF	PSA reporter
Escherbeck, Gerhard	N6ESC	PSA reporter
Escherbeck, Lisa	N6EEL	PSA reporter
Frieson, Doug	KJ6LLY	PSA reporter
Gontang, Allan	KD6QPP	Radio Room Operator
Gyger, Walt	K6WGY	PSA reporter
Halchin, Judy	KK6EWQ	PSA reporter
Kang, Tae	KE6CZS	PSA reporter
Levine, Rick	KK6WHJ	PSA reporter
Levine, Sue	KK6WHI	PSA reporter
Motha, Janet	KF6PUQ	PSA reporter
Oberhofer, Jim	KN6PE	NCO
Sherman, Dick	N6IK	PSA reporter
Stevens, Skip	WA6VFD	PSA reporter
Tanner, Mary	KI6GCX	PSA reporter

<b>Name</b>	<b>Call Sign</b>	<b>Assignment</b>
Wen, Todd	KK6UCR	PSA reporter
Wilkinson, Leroy	KG6OGA	PSA reporter

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 or TAC 3 (linked)
3. CARES members were directed to perform their PSA Survey.
4. A 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**. Seventeen members were able to pass the traffic in the manner defined by the process. On average, it took under one 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, 28 January 2017. All times listed here are in local time. This summary is a compilation of submitted net control and other logs.

<b>Time</b>	<b>Description, Note, Comment</b>
0800	CARES Emergency Net was activated, KN6PE assumed NCS.
0805	21 CARES Members checked in, all directed to start their PSA survey.
0805	Identified the PSA Recorder, Tactical Call is EOC.
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

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#### **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.

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#### **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, on-line training on Damage Assessment, START, and the PSA Process was provided with instructions to the membership to review the material prior to the event. 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. Map grid location; county GIS map standard as adopted by Cupertino OES
  - b. Survey size; number of homes or structured surveyed
  - c. Injuries (4 categories)

- d. Structural Damage (3 categories)
  - e. Fire (1 category)
  - f. Hazards (4 categories)
  - g. Access problems (1 category)
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 linked the TAC1 and TAC3 frequencies for the drill. All reporting stations had good coverage into either frequency.

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### **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?**

- Good participation from the membership.
- Drill went well.
- Check-in and message passing work smoothly and efficiently.
- Good use of repeats for clarification.
- Messages were all passed correctly and clearly.

#### **What didn't work / needs improvement?**

- Use of prowords for "counts" and "map grid" was unexpected and confusing
- Two people left the net without notifying Net Control
- Not everyone ended their transmission with their FCC Call Sign
- Need a process for doing a PSA for something other than residential. For example: a school or an apartment complex with 105 units

#### **Recommendation**

See the Improvement Plan recommendations

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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.

The following attachments are included:

1. Improvement Plan
2. ICS211B Check-in List
3. ICS309 Comm (Net Control) Log
4. COES106 PSA Rollup

End of Report.

**A. Improvement Plan**

This IP has been developed specifically for CARES as a result of 2017 PSA Exercise (CUP-17-10T) conducted on 28DJanuary 2017. These recommendations draw on the results of the After Action Debrief. The IP has been formatted to align with the Corrective Action Program System.

Critical Task	Element	Description	Corrective Action	Responsible Organization	POC	Start Date	End Date
Safety Assessments	Planning	PSA Process	Develop and adopt an approach to deal with prowords when passing structured messages like the PSA.				
Safety Assessments	Planning	PSA Process	Develop a better definition or method for dealing with non-residential structures.				

CUP-17-105

ICS 211B CHECK-IN LIST Rev 080521		1. INCIDENT NAME CAPS PSA EX	2. DATE 1/28/2017	3. INCIDENT NUMBER CUP-17-055	4. CHECKIN LOCATION TAC 1, TAC 3	
PPE	NAME (PERSONNEL) OR DESCRIPTION (EQUIPMENT)	AGENCY / TEAM VOLUNTEER / DSW	TIME IN	TIME OUT	HOURS	ADDITIONAL INFORMATION
/	K6DPE		0750	0850		PSA
/	K6BEX		0800			NCO
/	K66DC					PSA
/	K66CZS					PSA
/	K66EWQ					PSA
/	K66EEL					PSA
/	K66ESC					PSA
/	K66PQQ			0830		PSA
/	K66LLY			0850		PSA
/	K66QHF					PSA
/	K66QPP					EDC
/	K66OGA					PSA
/	K66WGY					PSA
/	K66WHI					PSA
/	K66WHT					PSA
/	K66WBF					PSA
/	K66UET					PSA
/	K66UUS					PSA
/	K66VFD					PSA
/	K66UCR					PSA
/	K66GCX/R		0810			PSA
ICS211B		PAGE 1 OF 1	5. PREPARED BY (RESOURCE UNIT) COMMUNICATIONS		6. Entered in Presidential Service Awards	



WALUFD  
080519

**COES 106 Situation Status - PSA Rollup/Tracking Form**  
Rev 080519 For use by Organized Neighborhoods, Cupertino Arks, CARES EOC

Closed Date/Time:	WALUFD 080519		WALUFD 08128/17	0700				
Submitted by:	KWHT	WALUFD	NLIK	KUGY	RELS	FFGUS	KREUR	
Call Sign:	2	4	5	6	7	8	9	
Report Control No:	0813	0816	0820	0822	0823	0825	0827	
Message ID:	N18	N21	N22	N23	N19	N22	N21	
Map Grid:	24	34	20	15	18	70	1	
Number of homes surveyed:	8	13	2	0	4	1	4	
1.1 Injuries, Minor	0	5	1	3	2	1	4	
1.2 Injuries, Delayed	3	1	0	6	1	3	1	
1.3 Injuries, Immediate OR TRAPPED	0	0	0	1	0	0	0	
1.4 Injuries, Presumed Dead	11	10	14	1	7	0	0	
2.1 Structure, Light Damage	5	3	30	2	1	0	1	
2.2 Structure, Moderate Damage	1	0	4	1	0	0	0	
2.3 Structure, Heavy Damage	1	1	10	0	0	0	2	
3.1 Fire, Any situation	2	0	1	4	1	2	0	
4.1 Gas Leaks	3	0	3	0	1	0	0	
4.2 Sewer Leaks	0	1	0	2	1	0	0	
4.3 Water Main Breaks	1	0	4	1	2	10	1	
4.4 Electrical Power	0	0	3	3	0	0	2	
5.1 Roads blocked								
Info passed to City by: _____ Date/Time: _____								
Received by: _____								

WALUFD  
08128/17  
SEC 4 = 304,3  
SEC 5 = 0  
SEC 3 = 1

WALUFD  
08128/17  
SEC 4 = 304,3  
SEC 5 = 0  
SEC 3 = 1

Page 1/2  
KOLQRP



**COES 106 Situation Status - PSA Rollup/Tracking Form**

Rev 060519 For use by Organized Neighborhoods, Cupertino Arks, CARES EOC

Ref	Category	Number of homes surveyed:	Map Grid:	Time Received:	Message ID:	Report Control No:	Submitted by:	Call Sign:	NLEEL	K31	01/28/17	0900	K6606A	K6606A	K6606A
		0	BAD	0830	10	11	K6606A	K6606A	0833	0834	0837	0831	0841	0843	0843
		0	8	26	22	22	22	22	M19	L22	M19	022	021	L18	L18
		0	6	5	43	8	5	4	6	43	8	5	4	6	6
1.1	Injuries, Minor	0	2	1	18	4	2	1	0	18	4	2	1	0	0
1.2	Injuries, Delayed	0	1	0	0	2	1	1	0	0	2	1	1	2	2
1.3	Injuries, Immediate OR TRAPPED	0	1	0	10	0	1	0	0	10	0	0	0	0	0
1.4	Injuries, Presumed Dead	0	1	0	12	2	2	2	3	12	2	2	2	3	3
2.1	Structure, Light Damage	0	4	0	9	1	2	0	0	9	1	2	0	1	1
2.2	Structure, Moderate Damage	0	5	0	1	0	2	0	0	1	0	2	0	0	0
2.3	Structure, Heavy Damage	0	2	0	0	0	0	0	0	0	0	0	0	0	0
3.1	Fire, Any situation	0	1	0	0	0	0	0	0	0	0	0	1	0	0
4.1	Gas Leaks	0	2	1	1	0	1	0	1	1	0	1	0	2	2
4.2	Sewer Leaks	0	1	0	4	0	0	0	0	4	0	0	0	0	0
4.3	Water Main Breaks	0	3	1	6	1	0	0	1	6	1	0	0	1	1
4.4	Electrical Power,	0	1	3	22	1	0	0	3	22	1	0	0	0	0
5.1	Roads blocked	0	1	0	7	0	1	0	0	7	0	1	1	0	0
Info passed to City by: _____ Date/Time: _____															
Received by: _____															

01/28/17  
0900  
K6606A  
K6606A  
K6606A

01/28/17

K6606A  
SEC 2 = 4, 5, 2  
SEC 3 = 1