Event Plan

Cupertino
ARES/RACES

1. Overview

Description:	Cupertino Art and Wine Festival
Event Date:	19, 20-July-2003
Plan Date:	10-July-2003
CARES Event:	CUP-2003-08E
RACES Event:	n/a
Control:	Cupertino ARES
Plan Revision:	1.0

2. Event Plan

General Information:

- Produced by: Cupertino Chamber of Commerce
- Attendance: 40,000 attendees primarily from the Peninsula and South Bay.
- Artisans: 150 artists featuring limited edition and original works of art and crafts available for purchase including paintings, jewelry, mixed media, woodwork and more.
- Attractions: Unique fine art and crafts; live musical and belly-dancing entertainment; Kids Zone with games and activities for the whole family including a bungee run, a train to ride, candle making, crab grab, and much more; local wines, ice-cold margaritas and soft drinks; and appetizing food choices.
- Food/Beverages: Delicious foods ranging from barbecued sausages on a roll to kettle korn, giant onion rings, sweet and savory crepes, and fish 'n chips. Numerous beverage booths offering beer, Chili's margaritas, soft drinks, and showcasing the local wines of Picchetti, Bargetto, J. Lohr and Glenwood Oaks Wineries.
- Volunteers: More than 300 volunteers staff the beverage booths, greet attendees, help at the Kids Zone, and provide the support and enthusiasm that generates a dynamic community spirit throughout the two-day festival.
- Location: Cupertino Memorial Park is across the street from De Anza College on Stevens Creek Boulevard where there is plenty of FREE parking.
- Website: http://www.cupertino-chamber.org/artandwine.html

Event Objectives: The proceeds from this event benefits the Cupertino Chamber of Commerce and its numerous programs and services provided to support our local business community.

Event Organizers and contacts:

Marty West, Festival Coordinator:	(408) 252-7054 ext. 14 or (408) 993-1184
Volunteer contact at Chamber:	(408) 252-7054
Food vendor contact at Chamber:	(408) 252-7054
Marsha Hovey, Cupertino EOC:	(408) 777-3335

Event Plan: Saturday, 19, 20-July-2003

9:00am	Festival Setup
10:00am	Festival begins
5:00pm	Festival ends
6:00pm	Clean-up ends

3. Preparation

Contacts: Jim Oberhofer, EC, Cupertino ARES, 408-839-8798, kn6pe@arrl.net
Andy Zander, AEC, Cupertino ARES, 408-253-2606

CARES Objectives:
- Present Cupertino ARES to the community.
- Support the Cupertino CERT in providing First Aid during the Festival.
- Participate in the SVECS County Drill, 19-Jul-03
- Run mini-communication drills for CARES members pursuing Field Responder Certification.
- Provide Radio Checks for members checking into the CARES open net.

CARES Plan: Saturday, 19-July-2003

9:00am	CARES Booth Setup
10:00am	Festival begins
1:14pm	Sun Transit
2:00pm	Begin SVECS County Drill
4:00pm	End SVECS County Drill
6:00pm	Clean-up ends
8:26pm	Sunset

Sunday, 20-July-2003

9:30am	CARES Booth Setup
10:00am	Festival begins
1:15pm	Sun Transit
5:00pm	Festival ends
6:00pm	CARES Booth cleanup complete
8:26pm	Sunset

CARES Event Material: CARES requires the following information to support this event.
1. List of all CARES assignments and Tactical Call Signs.
2. Frequency information all communications services, includes: FRS and Amateur Radio.
3.

Communication Requirements: The following are the requirements for communication support during this event.

Cupertino CERT
Cupertino CERT will provide First Aid support during the Festival. CERT requires access to the necessary Festival and Sheriff's officials for medical emergencies or lost-child support. The first Aid deployment during the Festival will include:
1. The First Aid booth
2. Roving First Aid Teams
3. CERT monitoring at the CARES booth

CERT requires communications support for all deployed field First Aid teams and at the Base First Aid Station.

CARES Net
CARES will operate an open net from the CARES booth. This operating position will support general check-ins to the CARES booth, radio checks, mini-comm drills, and general radio demonstrations for the public.

County Drill
CARES will participate in the Saturday SVECS Communications drill by providing City-to-County message passage. CARES will require 2 meter and 440 voice capabilities, and 2 Packet Radio.

Communications Approach: The following communications approach will be used:

1. Amateur Radio: CARES will use ham radio for CARES Net and County Drill communications support.
   - The CARES Net will use its TAC-1 (147.570) simplex frequency.
   - The CERT Net will use its TAC-2 (146.460) simplex frequency.
   - The SVECS Drill will use Command=146.760, Resource=146.115, City-to-City=444.300

2. FRS Radios may also be used by CERT as backup for tactical communications in support of their First Aid mission.

Resource Plan: **Festival Operations**
CARES will staff the following positions during the Festival:

1. **CARES Booth**. CARES will require a minimum 2 members present at the boot at all times. Members will be required for setup and teardown activities as well. Shifts will be structured as follows:

   9:00a – 10:00a Setup _____ _____
   10:00a – 12:00p Shift 1 _____ _____
   12:00a – 2:00p Shift 2 _____ _____
   2:00p – 4:00p Shift 3 _____ _____
   4:00p – 6:00p Shift 4 _____ _____

   9:00a – 10:00a Setup _____ _____
   10:00a – 12:00p Shift 1 _____ _____
   12:00a – 2:00p Shift 2 _____ _____
   2:00p – 4:00p Shift 3 _____ _____
   4:00p – 6:00p Shift 4 _____ _____

2. **First Aid Station**. The CERT First Aid Station. HT portable or Base Station operations are required. Services include:
   - Relay information between field units and the First Aid booth.
   - Provide Health and Welfare checks for field units

3. **First Aid Shadows**. Shadows for roving First Aid Teams. From one to 3 operators are requested. HT portable operations are required. Services include:
   - Relaying information between the First Aid Teams and other Event Communications stations.

   10:00a – 12:00p Shift 1 _____ _____
   12:00a – 2:00p Shift 2 _____ _____
   2:00p – 4:00p Shift 3 _____ _____
   4:00p – 6:00p Shift 4 _____ _____

   9:00a – 10:00a Setup _____ _____
   10:00a – 12:00p Shift 1 _____ _____
   12:00a – 2:00p Shift 2 _____ _____
   2:00p – 4:00p Shift 3 _____ _____
   4:00p – 6:00p Shift 4 _____ _____

Command and Control: **Festival Operations**
CARES will operate as an Open net on the CARES TAC-1 frequency. No NCS station will be required.

Equipment: The following equipment is required to support this event.
1. HTs. All CARES members should bring their HT for portable operation. Additional battery packs should be available if you intend to cover both a morning and afternoon shift.
2. Portable Station. CARES will set up a portable station at CARES Booth.
3. Packet Station. Radio, Antenna, TNC, Computer
4. CARES members should wear their CARES T or Polo Shirts.
5. CARES Information Package (handouts, books, mags, display board)

Assumptions: The following assumptions were developed to support this plan. CARES must have these assumptions validated to maintain the effectiveness of this plan.

1. Others?