

**Cupertino Art and Wine Festival  
CARES Event Plan  
August 3, 1998**

Event	Cupertino Art and Wine Festival
Details	Where: Memorial Park When: august 8 and 9, 10:00am to 5:00pm Set-up: CARES will have a 10x10 ft covered booth for our use. One table and some chairs will be provided.
CARES Sponsor	John Drexler, Cupertino Public Safety Commission
Background	CARES was invited to present information about our organization. Our involvement is in conjunction with the Cupertino Public Safety Commission

Objective	Inform Cupertino residents of the Amateur Radio volunteers in Cupertino that are ready to serve during an emergency
Strategies (What do we want to do to meet this objective):	<p><b>Develop and present information on the following:</b></p> <ul style="list-style-type: none"> <li>• Describe what is CARES</li> <li>• Describe what we do</li> <li>• Stress we are Cupertino residents and volunteers</li> </ul> <p><b>Things to show</b></p> <ul style="list-style-type: none"> <li>• CARES tools of the trade</li> <li>• Applied communications</li> </ul>
Tactics (How will we meet meet the above strategies?):	<p><b>Information Plan</b></p> <ul style="list-style-type: none"> <li>• Banner to announce the CARES space</li> <li>• Trifold handouts on CARES, Getting started in Amateur Radio</li> <li>• Hand-out of the CARES Emergency Plan (one page)</li> <li>• Hand-out article on “Why Cellular will never replace radio in an emergency”</li> <li>• CARES member locator map (no names)</li> </ul> <p><b>Capability Plan</b></p> <ul style="list-style-type: none"> <li>• Amateur Radio equipment (hand-helds, base station)</li> <li>• Helmets, vests, fanny-packs, personal equipment</li> <li>• CARES go-kits</li> <li>• Other personal equipment CARES members may wish to show off</li> </ul>

Plan for the Event	<ul style="list-style-type: none"> <li>• There should be at least two CARES members assigned at all times per shift.</li> <li>• Additional CARES members may volunteer for part-time (2 hour) shifts as their time permits.</li> <li>• On arriving, all CARES members are requested to sign in and out of their shift</li> <li>• For Setup: Put up the CARES banner; Install any radios or accessories; ensure hand-outs are available; generally, get the Booth ready for business.</li> <li>• If it the number of handouts is getting low, notify Jim KN6PE or Marie KE6RAZ to get more delivered.</li> </ul>
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	<ul style="list-style-type: none"> <li>• To Secure the booth: Begin closing down around 5:00p. Perform a quick pick-up of the space. Remove any equipment used throughout the day. Do not leave anything of value behind!</li> <li>• CARES members not standing a shift can also participate by giving the CARES booth a call on 147.570 or 146.115+/PL=100 throughout the day to generate radio traffic.</li> </ul> <p><b>Shifts</b></p> <p>Day 1 – Saturday, August 8</p> <table border="0"> <tr> <td>9:00a – 10:00a</td> <td>Setup</td> <td>Staffed by _____</td> </tr> <tr> <td>10:00a – 12:00p</td> <td>Shift 1, 1<sup>st</sup> half</td> <td>Vince k6ten, Jim kn6pe</td> </tr> <tr> <td>12:00p – 2:00p</td> <td>Shift 1, 2<sup>ed</sup> half</td> <td>Alf k6twf, Leigh kf6hfw</td> </tr> <tr> <td>2:00p – 4:00p</td> <td>Shift 2, 1<sup>st</sup> half</td> <td>Alf k6twf, Bob kd6us</td> </tr> <tr> <td>4:00p – 6:00p</td> <td>Shift 2, 2<sup>ed</sup> half</td> <td>Brian ke6zoy, Chris kc6pjj</td> </tr> <tr> <td></td> <td></td> <td>Brian ke6zoy, Skip wa6vfd</td> </tr> </table> <p>Day 2 – Sunday, August 9</p> <table border="0"> <tr> <td>9:00a – 10:00a</td> <td>Setup</td> <td>Staffed by _____</td> </tr> <tr> <td>10:00a – 12:00p</td> <td>Shift 1, 1<sup>st</sup> half</td> <td>Jim kn6pe</td> </tr> <tr> <td>12:00p – 2:00p</td> <td>Shift 1, 2<sup>ed</sup> half</td> <td>Bill kd6tqj, Todd ke6vku</td> </tr> <tr> <td>2:00p – 4:00p</td> <td>Shift 2, 1<sup>st</sup> half</td> <td>Bill kd6tqj, Bob kd6us</td> </tr> <tr> <td>4:00p – 6:00p</td> <td>Shift 2, 2<sup>ed</sup> half</td> <td>Jim kn6pe, Bill kf6mcg</td> </tr> <tr> <td></td> <td></td> <td>Jim kn6pe, Bill kf6mcg</td> </tr> </table>	9:00a – 10:00a	Setup	Staffed by _____	10:00a – 12:00p	Shift 1, 1 <sup>st</sup> half	Vince k6ten, Jim kn6pe	12:00p – 2:00p	Shift 1, 2 <sup>ed</sup> half	Alf k6twf, Leigh kf6hfw	2:00p – 4:00p	Shift 2, 1 <sup>st</sup> half	Alf k6twf, Bob kd6us	4:00p – 6:00p	Shift 2, 2 <sup>ed</sup> half	Brian ke6zoy, Chris kc6pjj			Brian ke6zoy, Skip wa6vfd	9:00a – 10:00a	Setup	Staffed by _____	10:00a – 12:00p	Shift 1, 1 <sup>st</sup> half	Jim kn6pe	12:00p – 2:00p	Shift 1, 2 <sup>ed</sup> half	Bill kd6tqj, Todd ke6vku	2:00p – 4:00p	Shift 2, 1 <sup>st</sup> half	Bill kd6tqj, Bob kd6us	4:00p – 6:00p	Shift 2, 2 <sup>ed</sup> half	Jim kn6pe, Bill kf6mcg			Jim kn6pe, Bill kf6mcg
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Things to Bring	<p>All participants should bring the following:</p> <ul style="list-style-type: none"> <li>• Your HT</li> <li>• Any accessories for HTs that you want to show off (mag mounts, etc)</li> <li>• Helmet, vest, go-kit</li> <li>• Amateur Radio Name badge if you have one</li> <li>• Extra chairs (we only get 2... bring a folding chair if you have one to your shift)</li> <li>• Water to drink</li> <li>• A hat... plan on it being sunny!</li> </ul> <p>Other things to bring:</p> <ul style="list-style-type: none"> <li>• Duct Tape (Vince K6TEN)</li> <li>• Emergency Communications magnetic signs (Jim KN6PE)</li> <li>• Map with CARES members locations (at EOC)</li> <li>• Easel (Skip WA6VFD)</li> <li>• Handouts (Jim KN6PE)</li> <li>• QSTs, clip-board for sign-in, roster, and SVECS binder (Jim KN6PE)</li> <li>• Base Station (radio, antenna, battery or PS) (Vince K6TEN)</li> <li>• Card table (Vince K6TEN)</li> <li>• Jar of Hersey’s Kisses (or other people “attractor,” depends on the temperature) (Jim KN6PE)</li> <li>• A pad of paper, pencils (tbd)</li> <li>• An ice chest with ice (anyone?)</li> </ul>																																				
Things to Show	<p>With your HT, we can demonstrate various capabilities to interested parties:</p> <ul style="list-style-type: none"> <li>• Listen to WB6ADZ repeater</li> <li>• Listen to 147.570 MHz</li> <li>• Auto-patch</li> <li>• On-air (interactive) radio demo</li> </ul>																																				