

Infrastructure Safety Assessment Process Overview, Drill Prep

4 May 2017

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CARES mission

The mission of Cupertino ARES is to maintain and train Amateur Radio volunteers capable of providing professional emergency communications, increasing the City's emergency response effectiveness, and speeding the recovery effort.



The City's response priorities

- Address immediate life safety problems.
- Assess the integrity of and stabilize Cupertino's critical infrastructure.
 - Water
 - Sanitary
 - Access
- Perform search and rescue, health and welfare, establish shelters.
- Execute recovery operations.



Earthquake Scenario

Initial Response Assignments

Responders	Activities
City Staff	<ul style="list-style-type: none">• Inspect City facilities• Staff the EOC
County Fire	<ul style="list-style-type: none">• Fire suppression• Search and Rescue
Sheriff's Office	<ul style="list-style-type: none">• Public Safety• Law and Order
CERT, MRC	<ul style="list-style-type: none">• CERT operations (SAR, medical, care and shelter, etc.) and support for:<ul style="list-style-type: none">– Organized neighborhoods– Area Ark ICS, response
CARES	<ul style="list-style-type: none">• EOC Operations• Preliminary Safety Assessment• Field Communications Support• Infrastructure Safety Assessment



Earthquake Scenario

CARES Response Assignments

CARES Assignments	Description
1. EOC Operations	CARES supports the EOC with communications with CCC Field units as well as County EOC.
2. Preliminary Safety Assessment	CARES collects and reports information about the state of the city immediately after a city-wide emergency or disaster occurred.
3. Field Communications Support	CARES members respond and operate at a field assignment during a declared emergency.
4. Infrastructure Safety Assessment	CARES observes and reports on selected Cupertino critical facilities that are deemed to be important to the City or other Agencies.



Earthquake Scenario

Critical Needs

Served Agencies	Critical Need
City of Cupertino	1. Preliminary Safety Assessment 2. ARK communications support 3. Critical facility staffing 4. General communications support
Santa Clara County Fire	Infrastructure Safety Assessment
Cupertino Sanitary District	Infrastructure safety assessment
San Jose Water Company	Infrastructure safety assessment

Other critical agencies	Need
Cupertino Medical Center	Communications with the city
Cal Water	Infrastructure Safety Assessment
Santa Clara Valley Water District	Infrastructure safety assessment
Union Pacific RR	Infrastructure safety assessment



CARES Assignment

Assignment

- Perform a preliminary Infrastructure Safety Assessment (ISA) on infrastructure assets of interest to be reported to the Cupertino EOC.

Objective

- Develop a picture on the state of the city's infrastructure.
- Help the EOC focus attention on problem areas that may only get worse or impede the recovery if not addressed quickly.
- Provide an early report of asset status for our Served Agencies.



What is required for an ISA?

Infrastructure Safety Assessment

People: The CARES or CCC members responsible for performing an ISA

Infrastructure Assets: The list of things that the city or served agencies wants to know about as soon as possible

ISA Process: The procedure that describes how CARES will collect and report information about the Infrastructure assets to the city after a city-wide emergency or disaster has occurred.

***** What do we do in the Field?**

***** What do we do at the EOC?**



ISA Management

Field and EOC View

Field	ISA Assignment Sheet	Description of one the infrastructure item to be assessed
	ISA Control Log	Field tracking log for ISA Assignments.
	ISA Field Assignment Checklist	Description of the steps to perform the ISA assignments in the field.
	Unit Log	ICS-214; records the activities that occur relating to addressing a specific ISA Assignment Set.
	ISA Assignment Set	A collection of ISA Assignments based on some logical grouping: geographical, skill, access methods, etc., and supporting documentation.
EOC	ISA EOC Rollup Log	Log used at the EOC to record the reports from Field ISA Assignment holders



What's critical?

Served Agencies	Critical Need
San Jose Water Company	21 Assets, includes <ul style="list-style-type: none">• Tanks• valve stations• critical pipeline sections
Cupertino Sanitary District	10 Assets, includes <ul style="list-style-type: none">• Pump and wet wells• Metering stations
Santa Clara Valley Water District	2 Assets, includes <ul style="list-style-type: none">• Westside Distribution Pipe• Stevens Dam
PG&E	3 Assets, includes <ul style="list-style-type: none">• Substations
Transportation	12 Assets, all overpasses
Total	48



San Jose Water Company

MOU in place

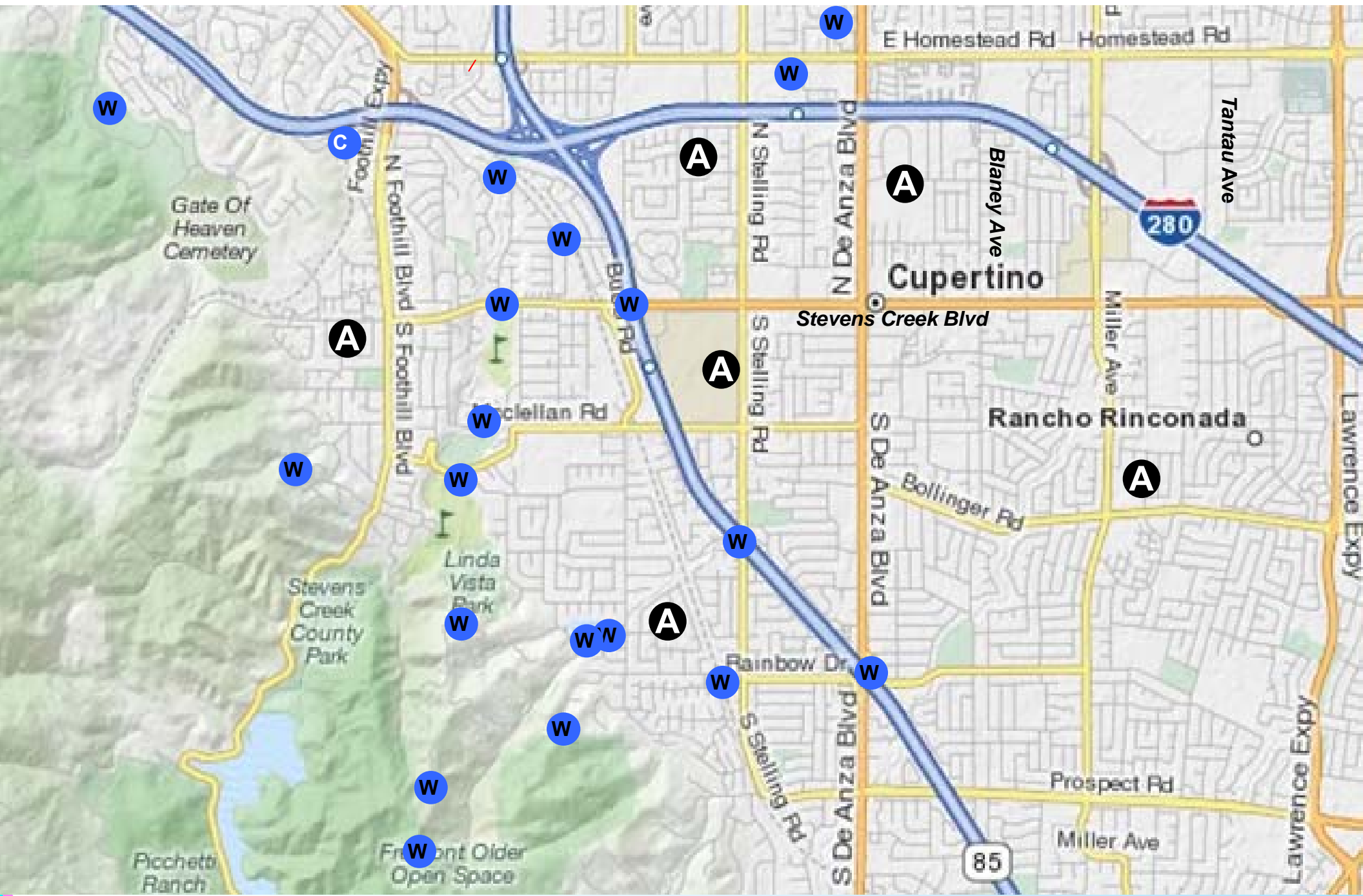
Background

- Public utility in the business of providing retail water service to approximately one million people in the cities of San Jose, Los Gatos, Monte Sereno, Saratoga, Campbell and Cupertino.
- Water is sourced from
 - groundwater (wells, 40%),
 - imported surface water (Santa Clara Valley Water District, 50%),
 - local mountain surface water (Santa Cruz Mountain watershed, 10%).
- Water supplied to the City of Cupertino originates from both imported and groundwater.

Risk, Impact

- Loss of water pressure due to damaged facilities that could impact:
 - Fire Suppression
 - Potable water supply
 - Sanitary flushing





Santa Clara Valley Water District

No MOU in place

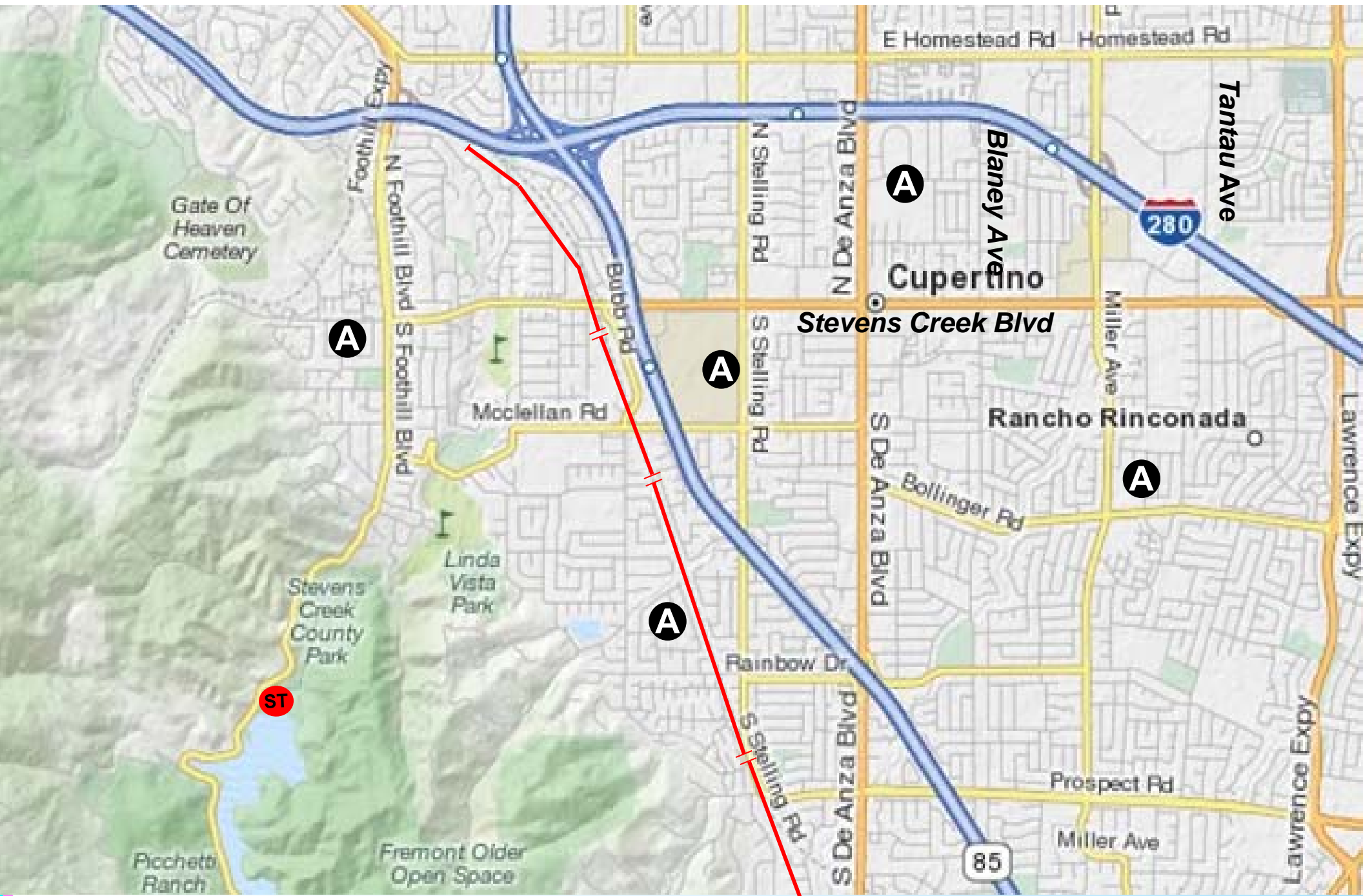
Background

- Provides wholesale water and groundwater management services to local municipalities and private water retailers who deliver drinking water directly to homes and businesses in Santa Clara County.
- Manages water resources for the County's 1.8 million residents.
 - 10 dams and surface water reservoirs
 - 3 water treatment plants
 - a state-of-the-art water quality laboratory
 - nearly 400 acres of groundwater recharge ponds
 - more than 275 miles of streams
 - Underground distribution pipe network

Risk, Impact

- Loss of water supply and pressure to regional distributors
- Flooding in Cupertino





Cupertino Sanitary District

MOU in place

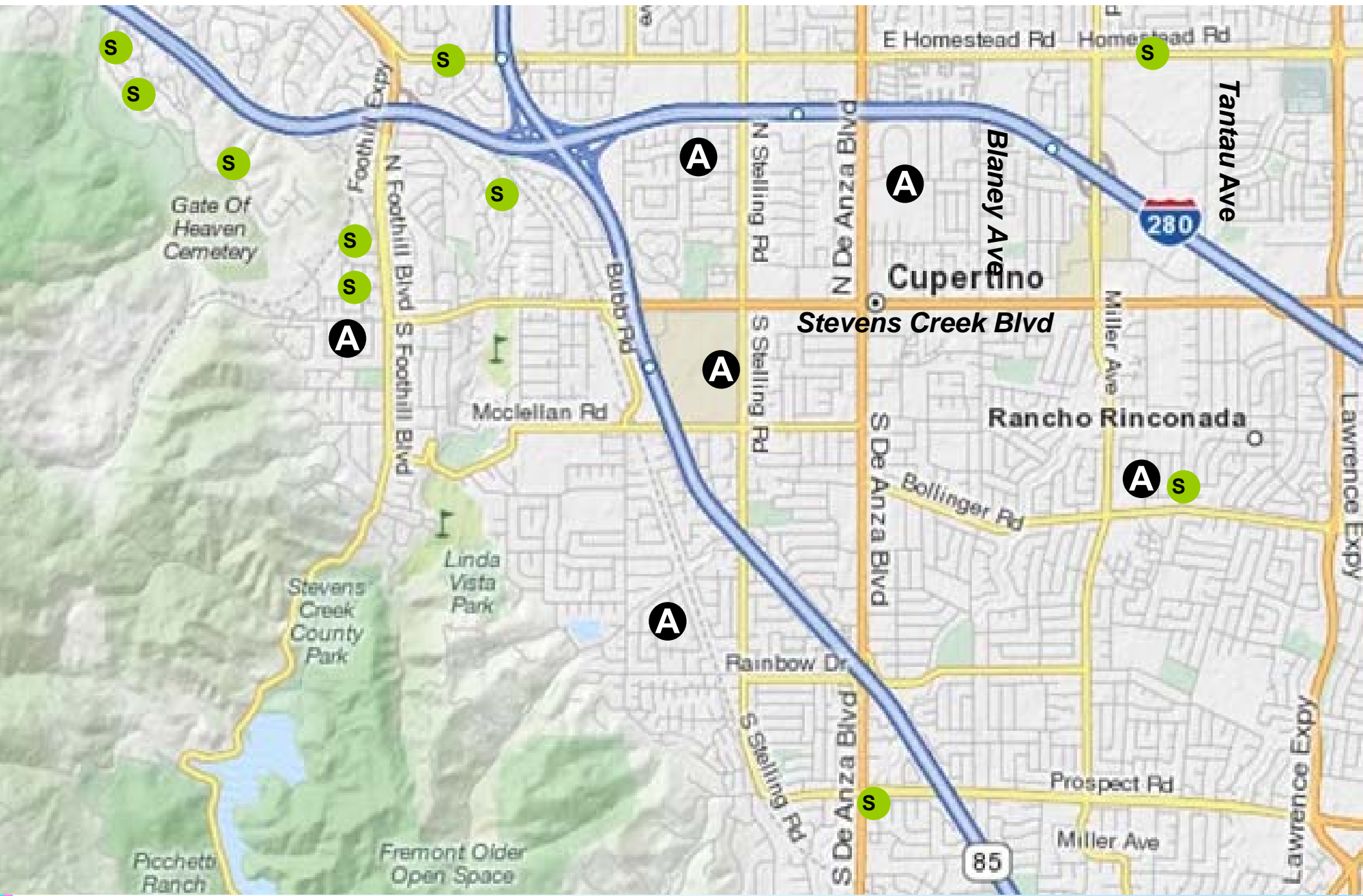
Background

- Special District that provides service to about 52,000 persons (21,600 residences and homes) within the City of Cupertino, portions of the Cities of Saratoga and Los Altos, and surrounding unincorporated areas.
- While there is a gradual slope to the bay (and waste treatment plant), pump and well stations are situated throughout the City to move waste water over hills in terrain.
- Almost all pump stations now should have fixed-mounted generators to guard against power loss.

Risk, Impact

- Public Health Hazard
 - In the event of a power loss or structural failure, sewage spill onto city streets caused when wet wells fill up and overflow.





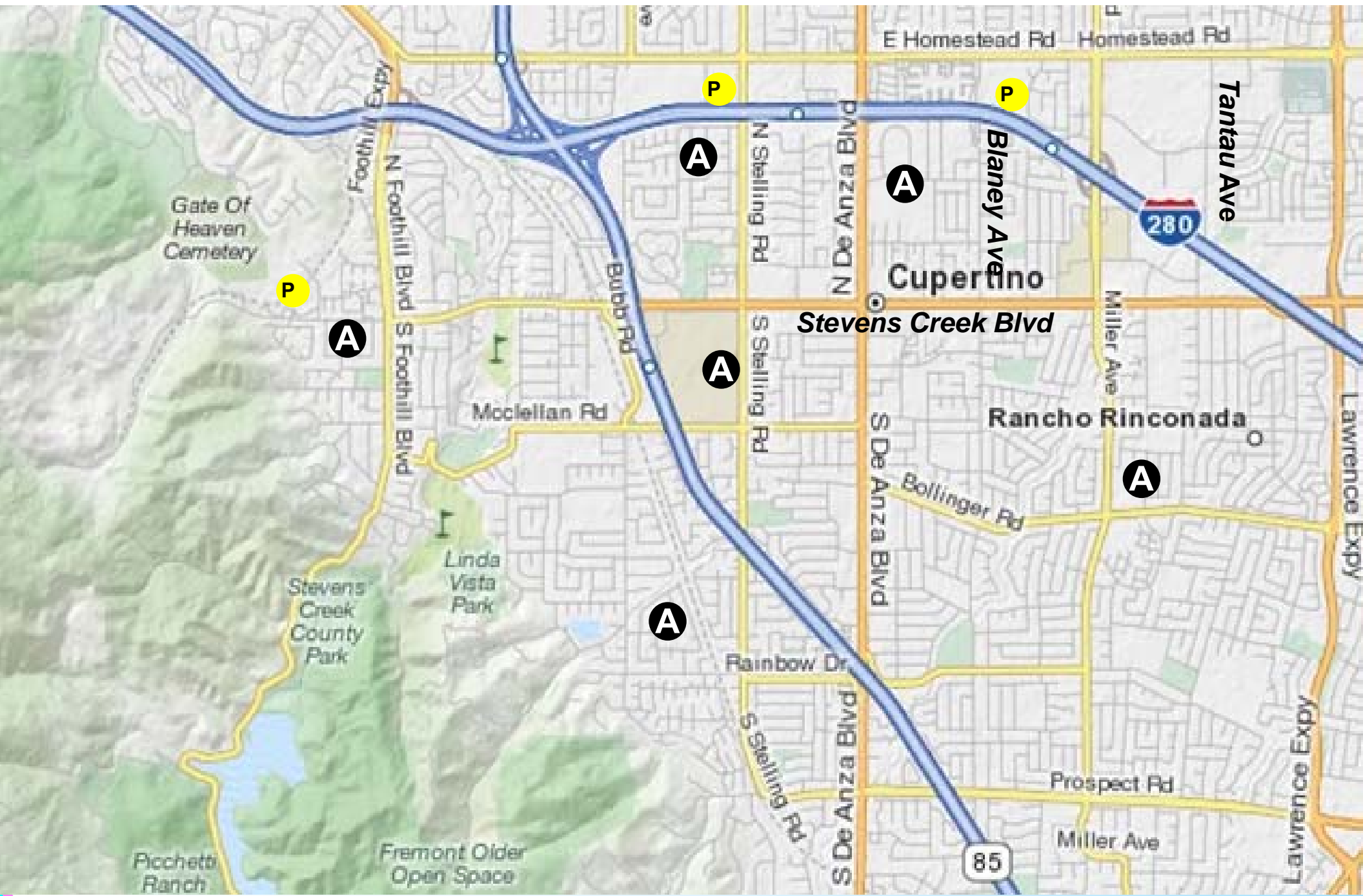
Background

- One of the largest combination natural gas and electric utilities in the United States; primary business is the transmission and delivery of natural gas and electric service to approximately 15 million people throughout a 70,000-square-mile service area in northern and central California.
 - 141,215 circuit miles of electric distribution lines and 18,616 circuit miles of interconnected transmission lines.
 - 42,141 miles of natural gas distribution pipelines and 6,438 miles of transportation pipelines.
 - 5.1 million electric customer accounts.
 - 4.3 million natural gas customer accounts.

Risk, Impact

- Power failure, loss of communications





Transportation

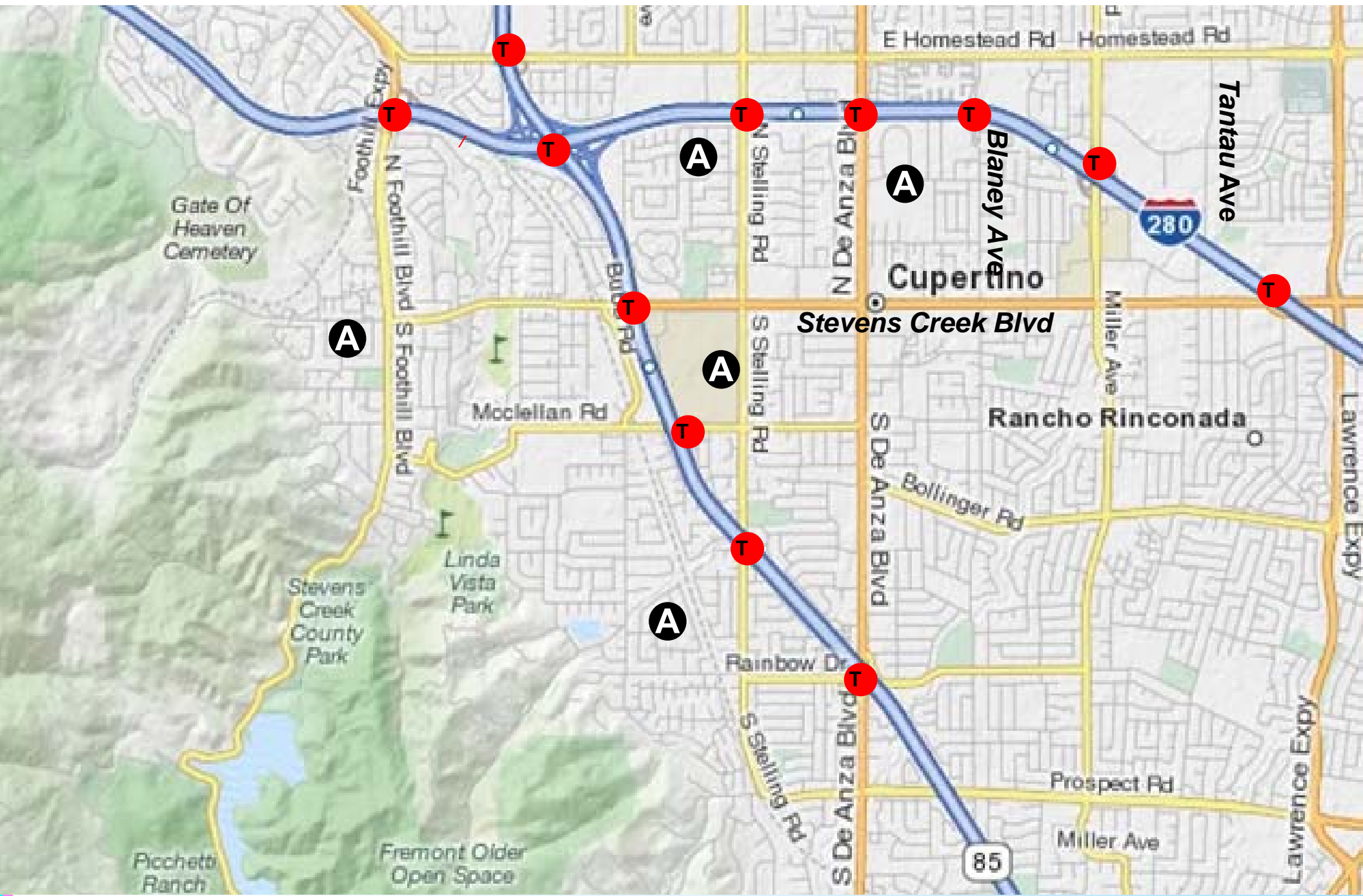
Background

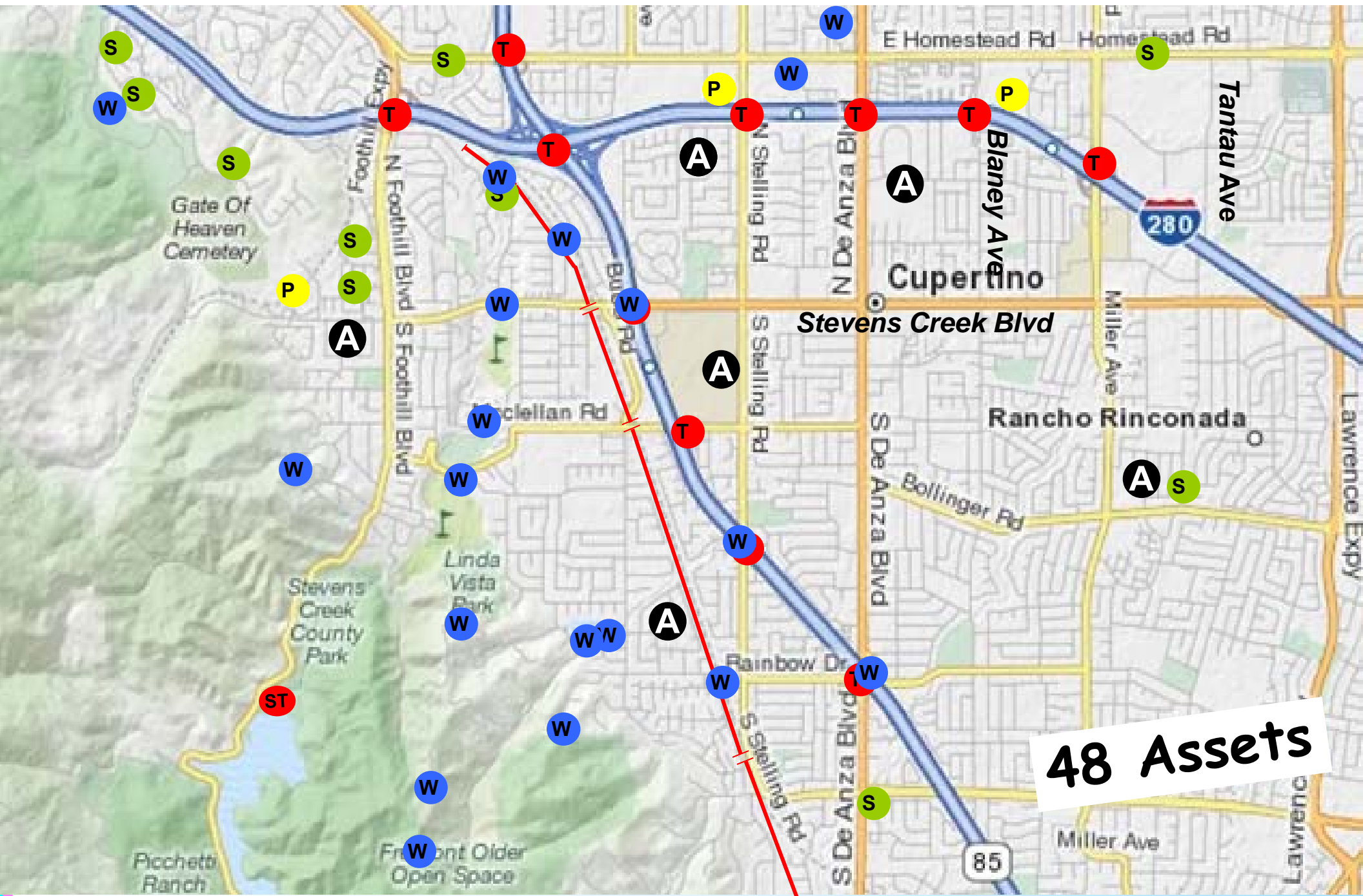
- Cupertino is divided by 2 highways:
 - Interstate 280, runs east to west through the northern portion of the city.
 - Route 85, runs north to south along the western portion of the city.

Risk, Impact

- Loss of any or all city street overpasses may reduce access to or isolate portions of the city from city recovery efforts.







48 Assets

ISA Management

Field View

1. ISA Assignment Sheet

- Identifies the item or structure to be assessed.
- Detailed description (as best possible)
- Description of the Nominal conditions, and what to confirm and report.
- Map and pictures when available

Infrastructure Safety Assessment

IDENTIFICATION

ISA ID:	SAN-53b
ISA Name:	Pump Station #16, Homestead 2
Description:	
Operator:	Cupertino Sanitary District
Contact:	(408) 253-7071, (408) 299-2507
Cupertino Grid:	A3
Address:	South side of Homestead Road just west of Belleville Way
Cross-street:	
Latitude:	
Longitude:	
Observation Point:	Next to the creek



DETAILED DESCRIPTION

Pump Station #16, Homestead 2, Wet Well, 4 Submersibles, Homestead Road, Cross Street: Belleville Way

This installation consists of the following:

- Two Well Access ports (ground-level box with access lid)
- Electrical Panel, contains the following markings: (408) 253-7071, (408) 299-2507
- Generator, fixed installation, right of Electrical panel (vents on the structure)
- vent pipe, 14 inch diameter
...and no others



NOMINAL CONDITION –Confirm/What to Report

- Electrical Panels and generator are in place.
- No surrounding surface or structural cracks or deformations.
- No spillage or discharge from the surrounding area.
- Report if the generator is running.

ISA Management

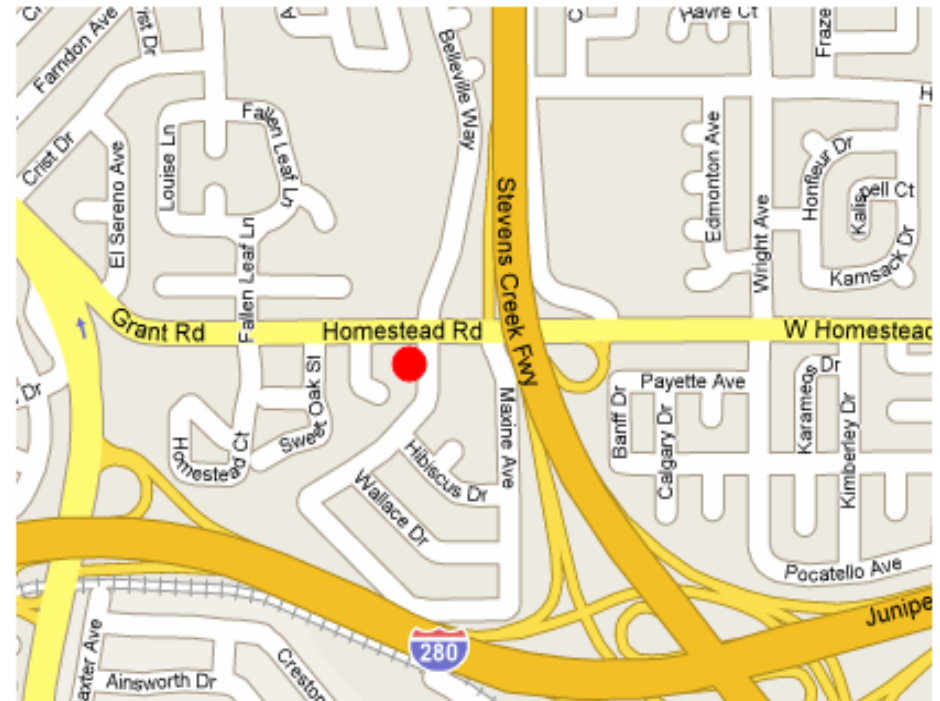
Forms View

Infrastructure Safety Assessment

Infrastructure Safety Assessment

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DETAILED DESCRIPTION



ISA Management

Forms View

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4. Report if the generator is running.



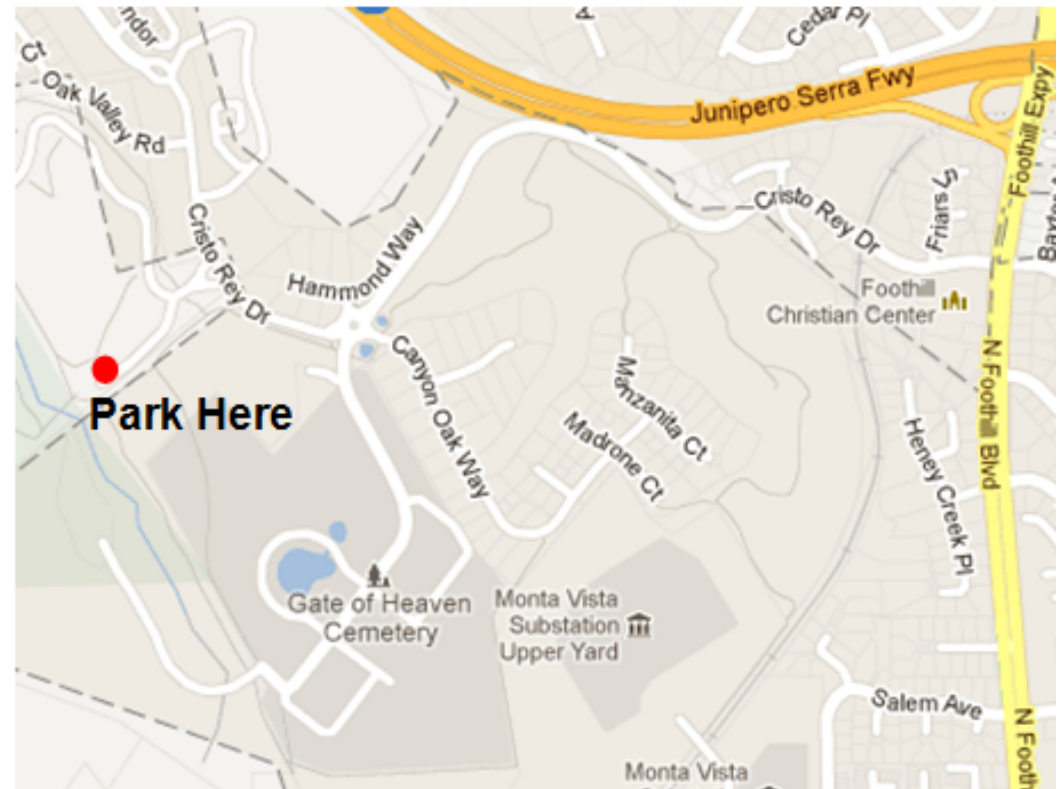
ISA Management

Forms View

Infrastructure Safety Assessment

IDENTIFICATION

ISA ID:	SJW-T4
ISA Name:	Cristo Rey Station
Description:	Water storage tank
Operator:	San Jose Water
Contact:	
Cupertino Grid:	M16
Address:	Cristo Rey Drive service road
Cross-street:	Rancho San Antonio Park
Latitude:	
Longitude:	
Directions, Observation Point:	From the Parking lot, take the PG&E Trail for 0.5 miles, and then right towards the Hill Trail for another 0.1 miles to the Water Tank.



ISA Management

Forms View

DETAILED DESCRIPTION

This facility contains the following:

- 1 steel water storage tank

CAUTION: sloped grade; physical effort required.

NOMINAL CONDITION –Confirm/What to Report

- Free flowing water on ground, in culverts, in drainage inlets, or boiling up at particular point(s) in or around facility
- Evidence of recent erosion or muddy water in or around facility
- Visible damage to structures or above ground water pipes
- Evidence of electrical power failure (entire area/region or isolated to only the water facility)
- Potential contamination of water supply (broken pipe, etc.)
- Facility threatened by other hazards present (fire, flood, down electrical lines, fallen trees, etc.)

Revised: 130519



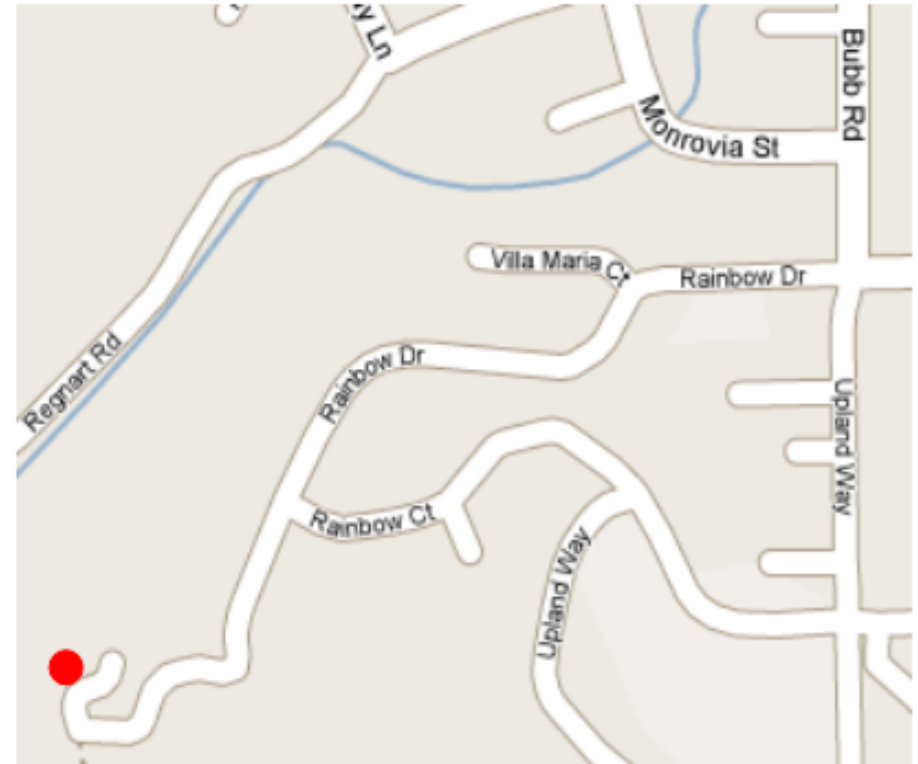
ISA Management

Forms View

Infrastructure Safety Assessment

IDENTIFICATION

ISA ID:	SJW-T7
ISA Name:	Rainbow End Reservoir
Description:	Water storage tank
Operator:	San Jose Water
Contact:	
Cupertino Grid:	F4
Address:	21717 Rainbow Drive
Cross-street:	Rainbow Drive and Rainbow Court
Latitude:	N 37 17' 54.7975"
Longitude:	W 122 03' 23.3844"
Directions, Observation Point:	Tank is at the end of a Private Road, gated entry. If the gate is locked, walk around the gate and walk to the top of the hill. The tank is on the left.



ISA Management

Forms View

DETAILED DESCRIPTION

This tank is located at the end of a private road.

- Redwood water storage tank

CAUTION: Steep Grade; slippery when wet.

NOMINAL CONDITION –Confirm/What to Report

- Free flowing water on ground, in culverts, in drainage inlets, or boiling up at particular point(s) in or around facility
- Evidence of recent erosion or muddy water in or around facility
- Visible damage to structures or above ground water pipes
- Evidence of electrical power failure (entire area/region or isolated to only the water facility)
- Potential contamination of water supply (broken pipe, etc.)
- Facility threatened by other hazards present (fire, flood, down electrical lines, fallen trees, etc.)

Revised: 100502



ISA Management

Field View

2. ISA Control Log

- Contains the IDs of the ISA Assignments included in this package.
- Checklist for assigning, marking completion and findings of the ISA.

Cupertino Amateur Radio Emergency Service
PART 5 Checklists

Standard Operating Procedures

ICS xxx ISA CONTROL LOG

1. ISA Assignment Set: 5	2. Date Setup November 1, 2006
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ISA Assignment ID	3. Assigned to:	4. Assigned Date/Time	5. Condition (OK/Discrepancy)	6. Reported Date/Time
1. TRANS-93				
2. TRANS-94				
3. SAN-45				
4. WATER-120				
5.				
6.				
7.				
8.				
9.				
10.				

7. Discrepancy (List ISA Assignment, description of deviation)

ICS XXX	PREPARED BY	APPROVED BY	DATE	TIME
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ISA Management

Field View

3. ISA Assignment Checklist

- Describes the steps to perform before, during, and after an event.

xxxx ISA Field Assignment Checklist

1. Before the event

- _____ 1. On a period not to exceed 6 months, audit each ISA Assignment Set.
- _____ 2. Perform updates to ISA Assignment Sets as changes to selected infrastructure components occur.

2. During the event

- _____ 3. First person at the scene, notify EOC that you have arrived.
- _____ 4. Retrieve the ISA Assignment Set Envelope. Confirm the envelope has not been previously opened or tampered with. Notify the EOC if the envelope was previously opened or you detect signs of tampering.
- _____ 5. Open the envelope; remove, and inventory the contents. The following should be included in each envelope
 - (i) ISA Control Log
 - (ii) ISA Field Assignment Checklist (this sheet)
 - (iii) ICS-214 Event Log
 - (iv) One or more ISA Assignment sheets. The number and ID of the forms included must match the ISA IDs on the ISA Control Log.

NOTE: Notify EOC of any content discrepancies with this ISA Assignment Set.

- _____ 6. Begin and maintain a Unit Log (ICS-214).
- _____ 7. Make ISA Assignments to responding staff, or begin performing the ISA (depends on the response team).

For each ISA Assignment

- _____ 8. Review the ISA Assignment sheet for details on location, points for observation, and expected nominal conditions.
- _____ 9. On arrival at the Assignment, inspect the item or structure, and general area for unusual conditions or other safety hazards.
- _____ 10. When done with the inspection, update the ISA Control Log for this ISA ID.
- _____ 11. Report the following to the EOC:
 - (i) The ISA Identifier just surveyed
 - (ii) State that either (a) All conditions normal, or (b) the problems or abnormal conditions that you observe.
- _____ 12. Proceed to the next ISA Assignment, and repeat steps 8, 9, 10, and 11.

When done with all ISA Assignment

- _____ 13. Collect all ISA Assignment sheets and return them to the Envelope.
- _____ 14. Update and close-out the Unit Log. Insert the Unit Log into the envelope.
- _____ 15. Return the ISA Assignment Set Envelope to the EOC when possible.

3. After the Event

- _____ 16. Inspect all returned ISA Assignment Set Envelopes for completeness.
- _____ 17. Collect all ISA Control Logs, ICS-214 Unit Logs, and ISA Assignment forms. Include them as part of the event documentation package.
- _____ 18. Rebuild replacement ISA Assignment Set Envelopes for those opened during the

ISA Management

EOC View

Cupertino Amateur Radio Emergency Service
PART 6 Forms

Standard Operating Procedures

5. ISA EOC Rollup Log

- Captures the field ISA results.

COES 205A ISA CONTROL LOG

1. ISA Group:

San Jose Water

2. Date Setup

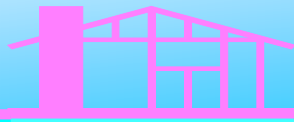
November 2, 2007

ISA Assignment ID	3. Assigned to:	4. Assigned Date/Time	5. Condition (OK/Discrepancy)	6. Reported Date/Time
1. SJW-01				
2. SJW-02				
3. SJW-03				
4. SJW-04				
5. SJW-05				
6. SJW-06				
7. SJW-07				
8. SJW-08				
9. SJW-09				
10. SJW-010				
11. SJW-011				
12. SJW-012.1				
13. SJW-012.2				
14. SJW-012.3				
15. SJW-012.4				

ISA and Information Security

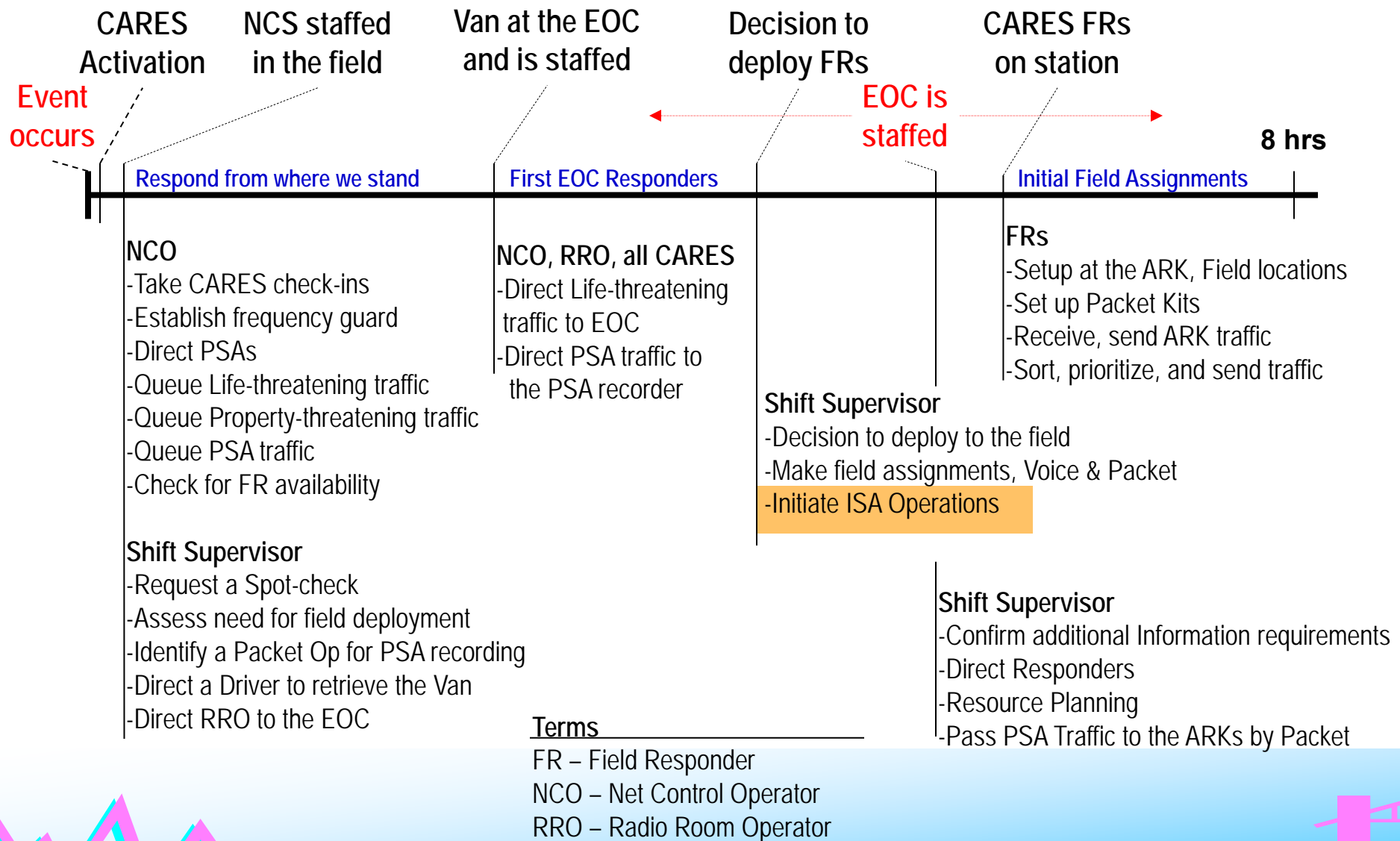
Why this approach?

- Served Agencies – Protects their information assets. We will need to demonstrate to our Served Agencies that we have methods, processes, and controls in place to manage information on their behalf.



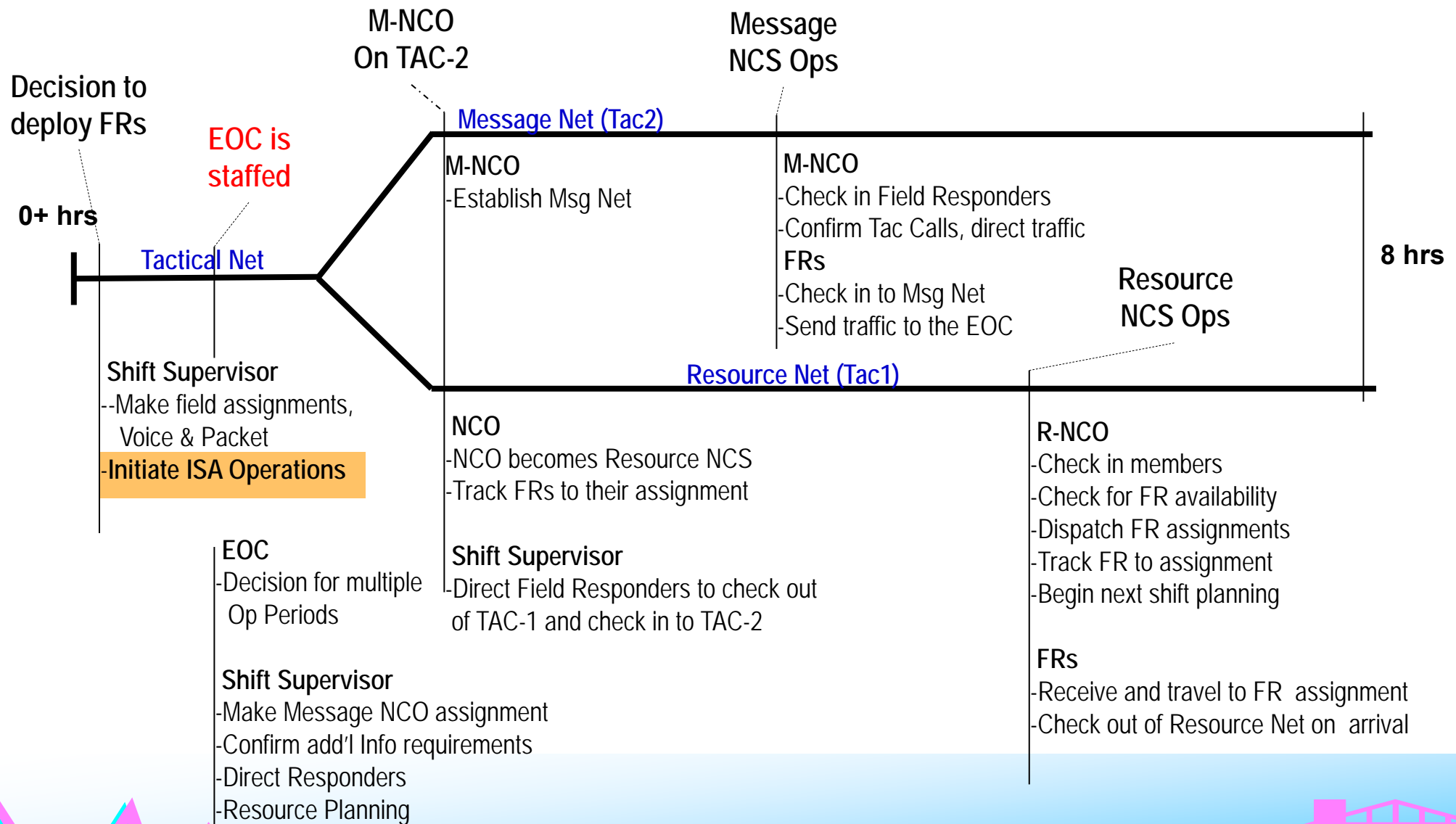
Field Operations

Initial Response Operations



Field Operations

Extended Response Ops – Resource Management

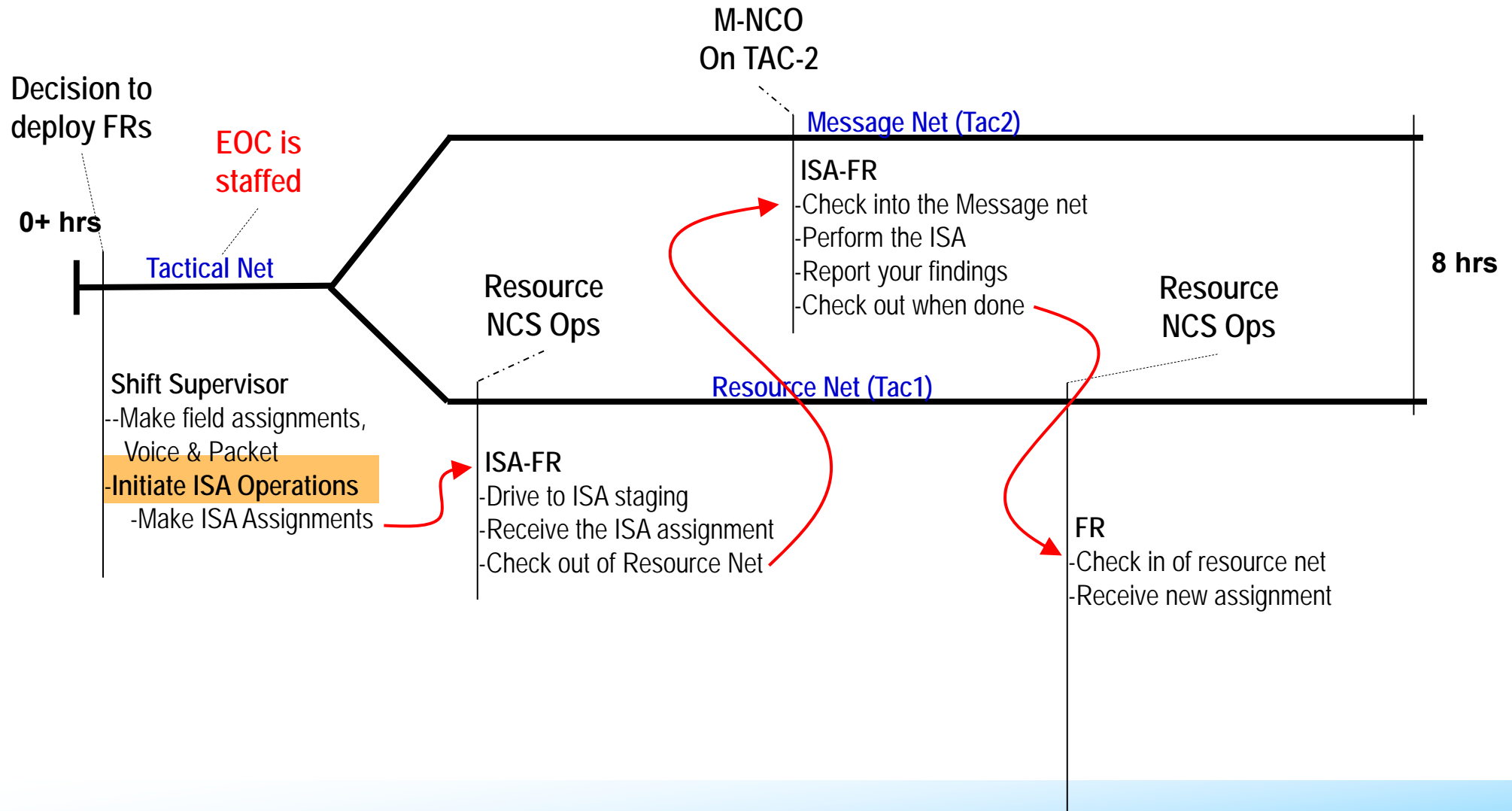


Fxshuwr DUHVJDFHV



Field Operations

Extended Response Ops – ISA Operations



The ISA process

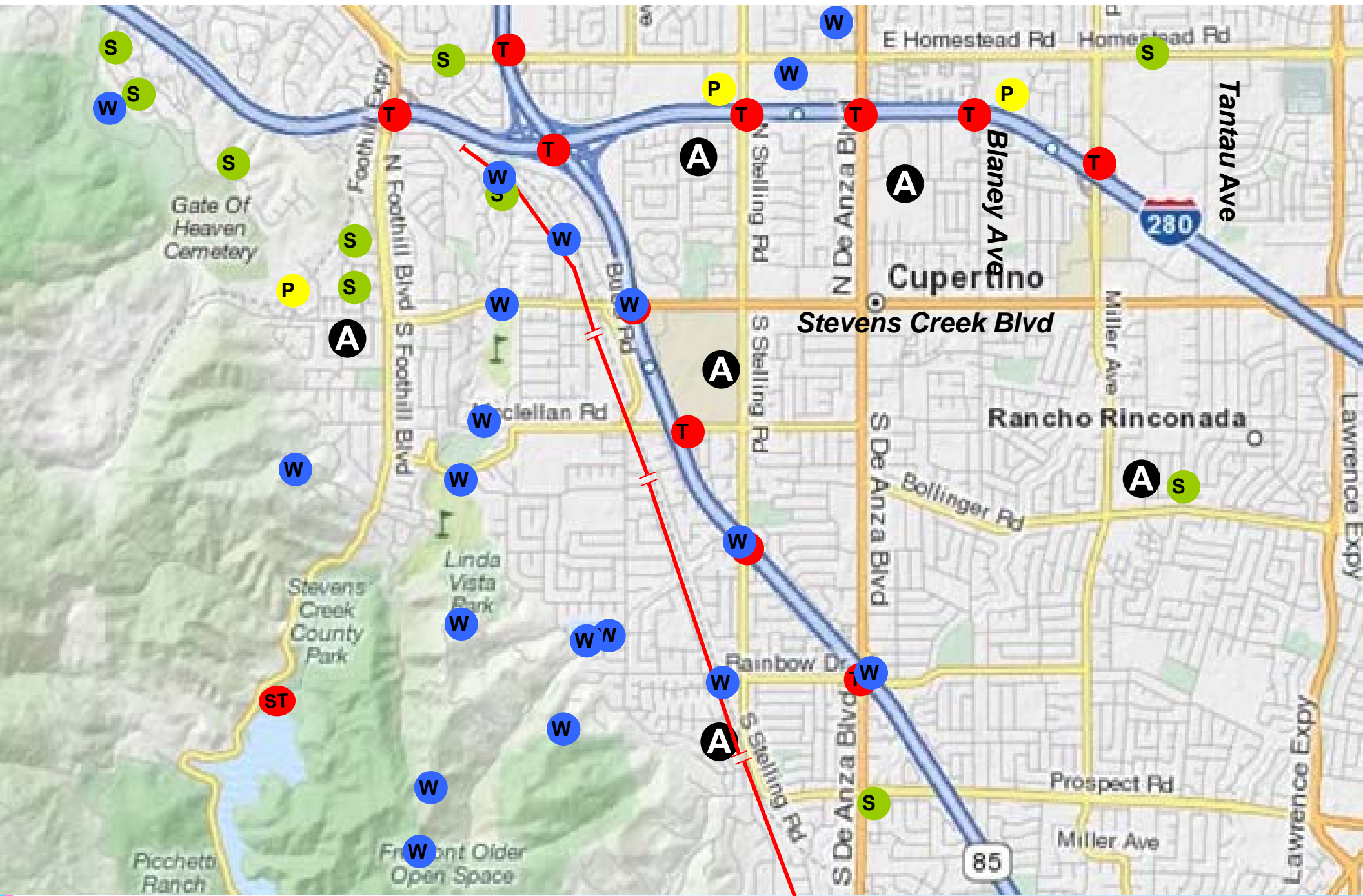
1. Receive your ISA Assignment Sheets.
2. With your buddy, proceed to each ISA location.
3. On arrival, inspect the ISA asset per the assignment sheet.
4. Record your findings.
5. Report to the EOC the results of your assessment.
6. When done, proceed to the next ISA location.
7. If this was your last assignment, check out of the Message Net and back into the Resource Net.

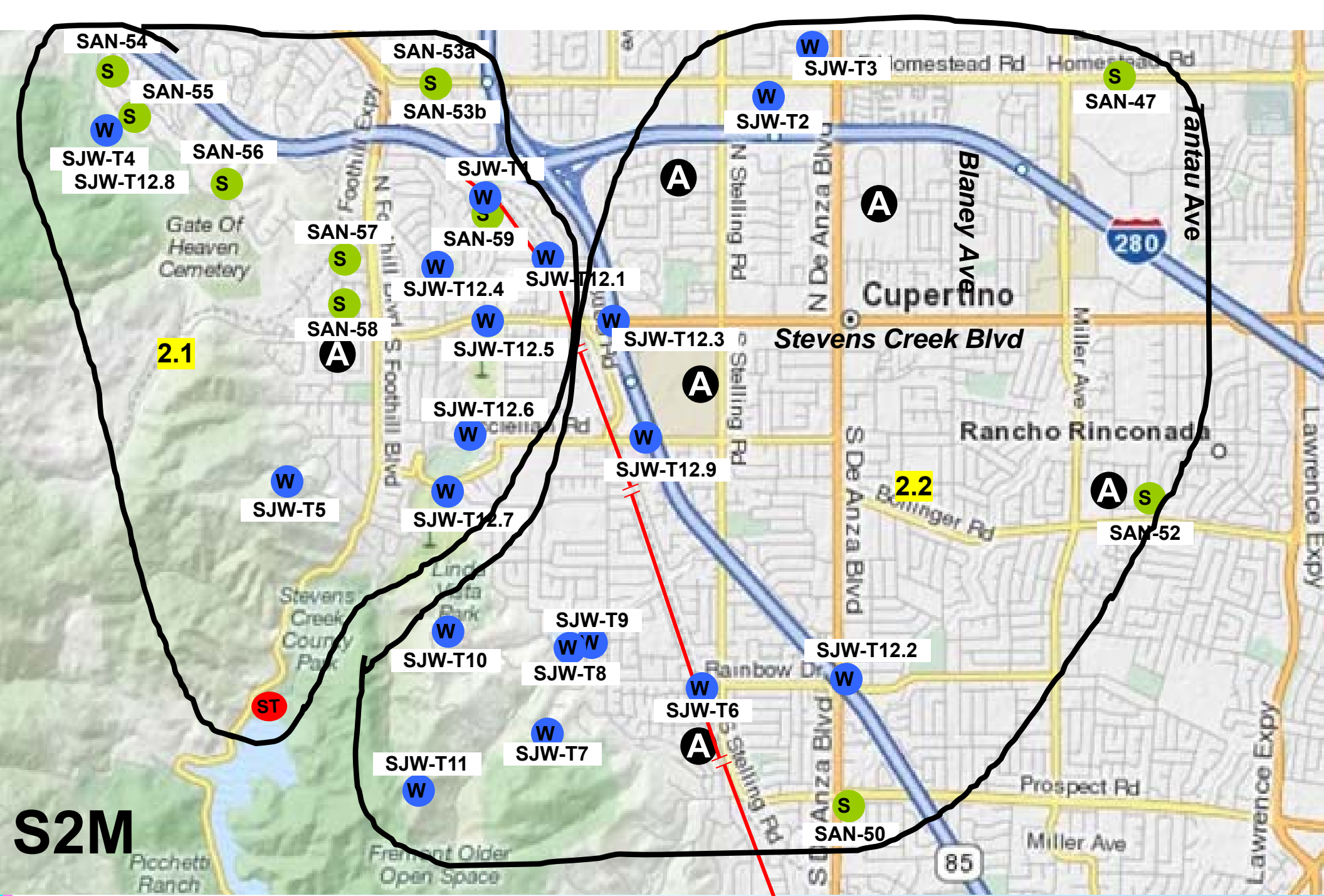


The ISA process

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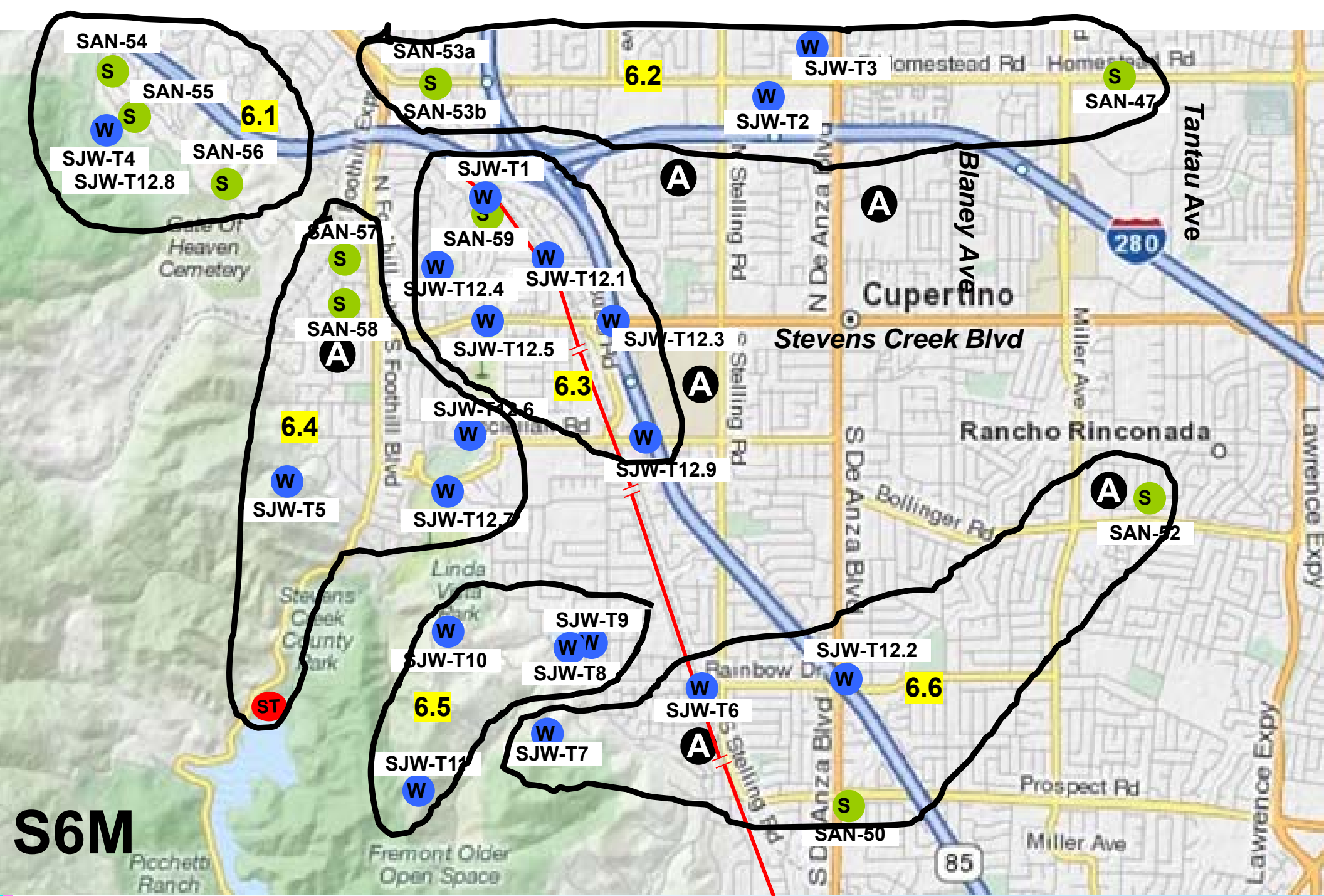


S2M

TWO TEAMS

Fxshuwlqr DUHVJUDFHV

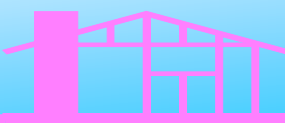


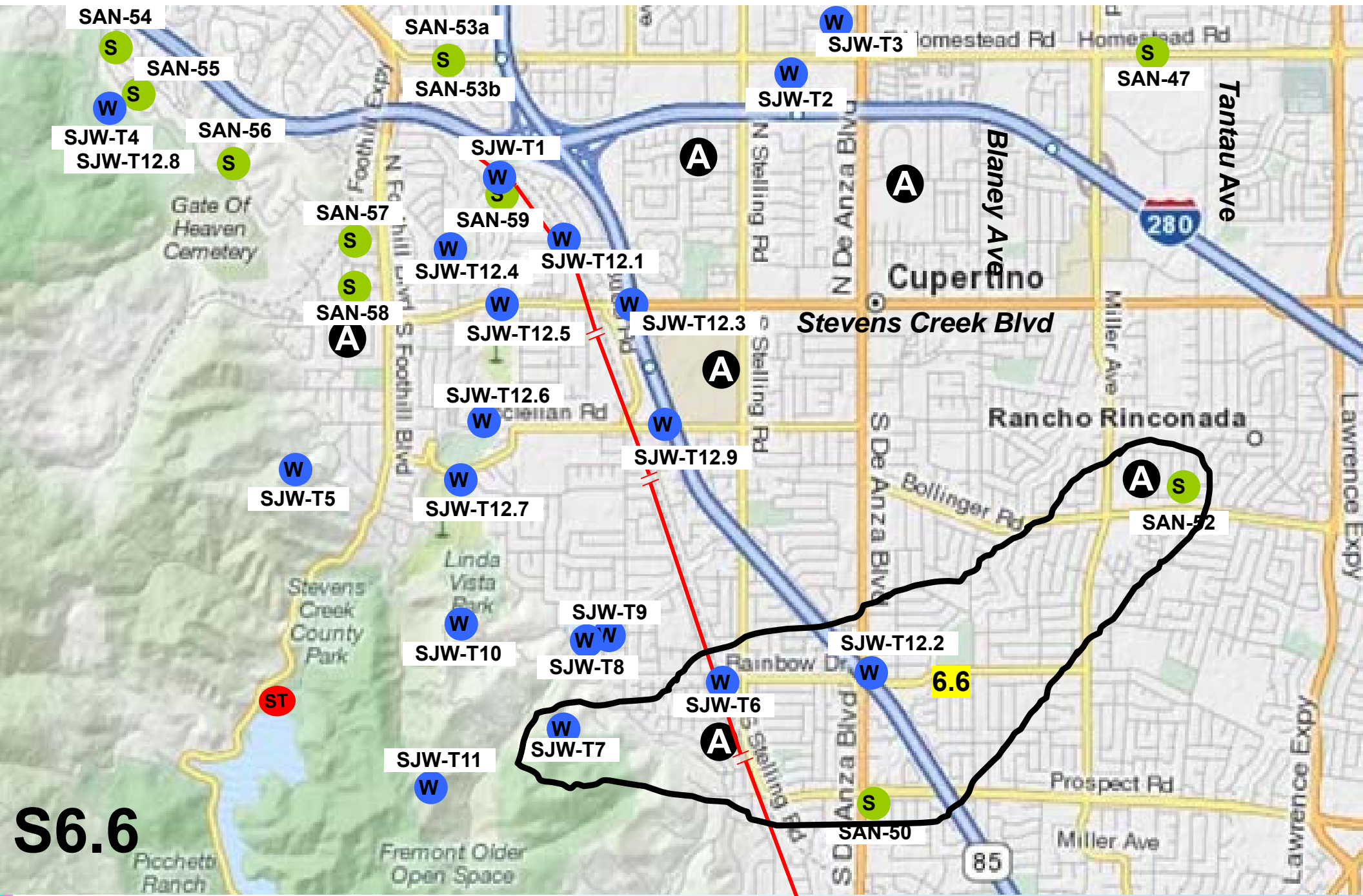


S6M

SIX TEAMS

Fxshuwlqr DUHVJUDFHV





S6.6

SIX TEAMS

Fxshuwlqr DUHVJUDFHV



ISA Management

Field View

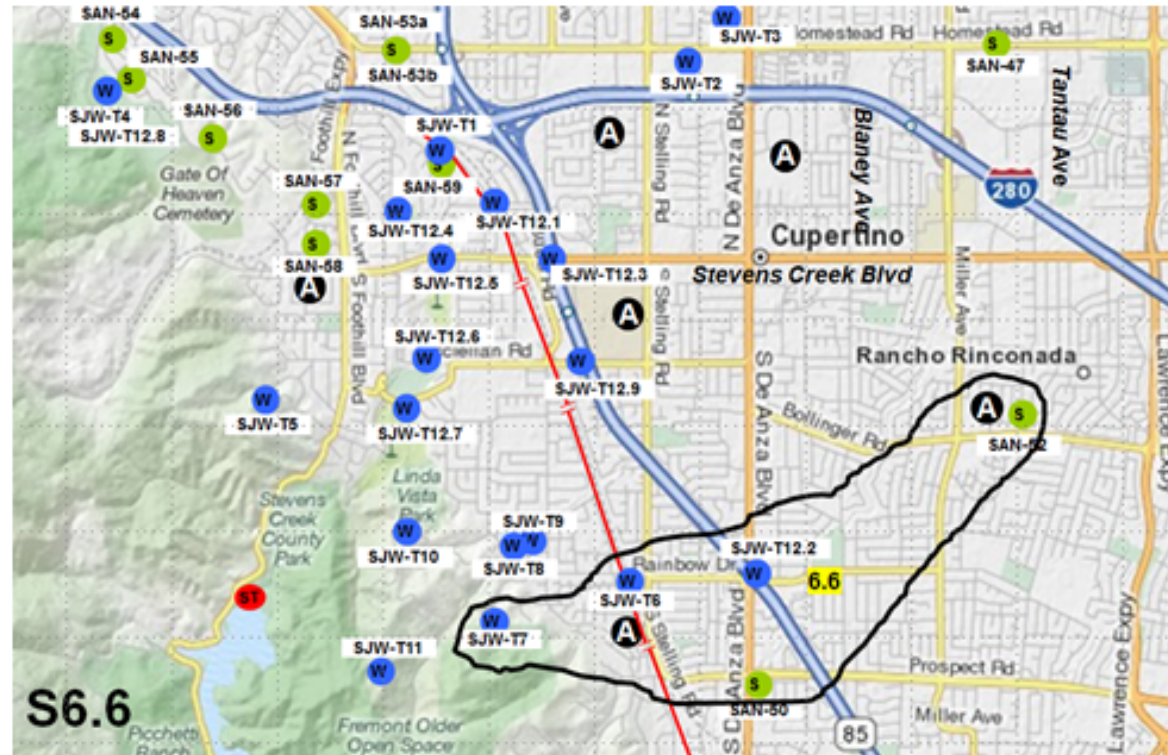
2. ISA Control Map

- Review the locations of the different assets, and plan your route.
- Drive carefully.

COES 205-6.6 ISA CONTROL LOG

1. ISA Group:

Set 6, Team 6



ISA Procedure

1. Receive your ISA Assignment Sheets.
2. With your buddy, proceed to each ISA location.
3. On arrival, inspect the ISA asset per the assignment sheet.
4. Record your findings.
5. Report to the EOC the results of your assessment.
6. When done, proceed to the next ISA location.
7. If this was your last assignment, check out of the Message Net and back into the Resource Net.

The ISA process

1. Receive your ISA Assignment Sheets.
2. With your buddy, proceed to each ISA location.
3. On arrival, inspect the ISA asset per the assignment sheet.
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ISA Management

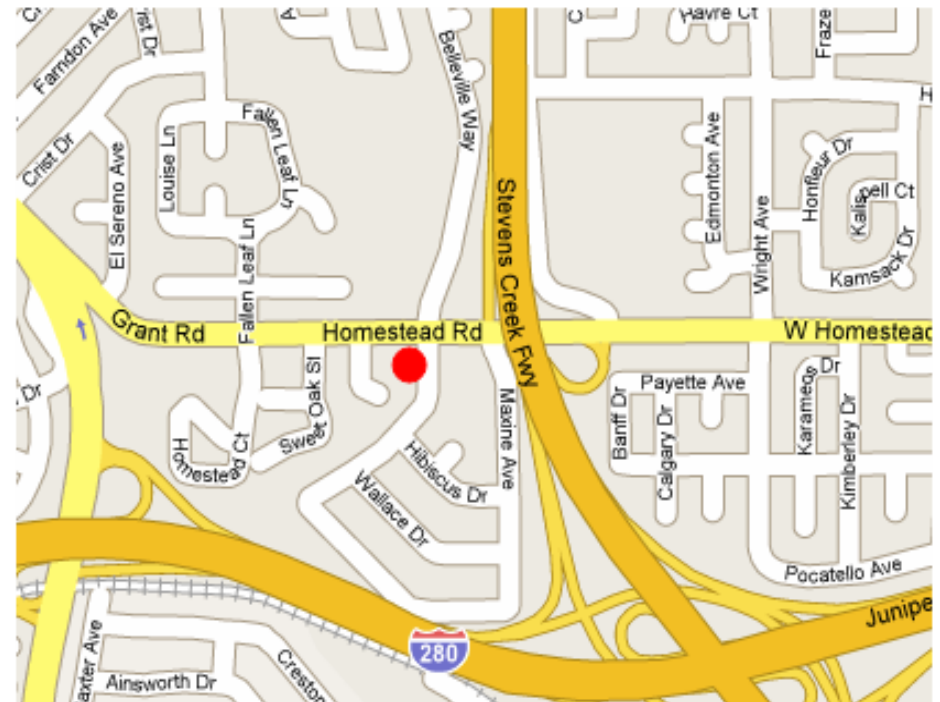
Forms View

Infrastructure Safety Assessment

Infrastructure Safety Assessment

IDENTIFICATION

ISA ID:	SAN-53b
ISA Name:	Pump Station #16, Homestead 2
Description:	
Operator:	Cupertino Sanitary District
Contact:	(408) 253-7071, (408) 299-2507
Cupertino Grid:	A3
Address:	South side of Homestead Road just west of Belleville Way
Cross-street:	
Latitude:	
Longitude:	
Observation Point:	Next to the creek



DETAILED DESCRIPTION



ISA Management

Forms View

DETAILED DESCRIPTION

Pump Station #16, Homestead 2, Wet Well, 4 Submersibles, Homestead Road, Cross Street: Belleville Way

This installation consists of the following:

1. Two Well Access ports (ground-level box with access lid)
2. Electrical Panel, contains the following markings: (408) 253-7071, (408) 299-2507
3. Generator, fixed installation. right of Electrical panel (vents on the structure)
4. vent pipe, 14 inch diameter
...and no others



NOMINAL CONDITION –Confirm/What to Report

1. Electrical Panels and generator are in place.
2. No surrounding surface or structural cracks or deformations.
3. No spillage or discharge from the surrounding area.
4. Report if the generator is running.

The ISA process

1. Receive your ISA Assignment Sheets.
2. With your buddy, proceed to each ISA location.
3. On arrival, inspect the ISA asset per the assignment sheet.
- 4. Record your findings.**
5. Report to the EOC the results of your assessment.
6. When done, proceed to the next ISA location.
7. If this was your last assignment, check out of the Message Net and back into the Resource Net.



ISA Management

Field View

2. ISA Control Log

- Enter the IDs of the ISA Assignments that you were given.
- Fill in all fields.
- For conditions that are not normal, describe the problem; take pictures if you have a camera available.

COES 205-6.6 ISA CONTROL LOG

1. ISA Group: Set 6, Team 6	2. ISA Reviewer, Date/Time
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ISA Assignment ID			3. Condition (OK/Discrepancy)	4. Reported Date/Time
1. SJW-T6			<i>OK</i>	<i>5/13, 10:45</i>
2. SJW-T7			<i>Problem</i>	<i>5/13, 11:12</i>
3. SJW-T12.2				
4. SAN-50				
5. SAN-52				
6. Water-121				
7. Water-122				

7. Discrepancy (List ISA Assignment, description of deviation)

SJW-T7 - flowing water on ground coming from the tank

COES 205C	PREPARED BY	APPROVED BY	DATE	TIME
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The ISA process

1. Receive your ISA Assignment Sheets.
2. With your buddy, proceed to each ISA location.
3. On arrival, inspect the ISA asset per the assignment sheet.
4. Record your findings.
- 5. Report to the EOC the results of your assessment.**
6. When done, proceed to the next ISA location.
7. If this was your last assignment, check out of the Message Net and back into the Resource Net.



Message Handling

What it sounds like - *Sending an ISA Report, no problems*

K6FJC: “Net Control, this is *K6FJC* with ISA Traffic for the EOC”

NCS: *K6FJC acknowledged. EOC, are you ready to copy ISA traffic?*

EOC: “EOC is ready”

NCS: *K6FJC, your message number is 35. Send your traffic to the EOC.*

K6FJC : “EOC, This is K6FJC with ISA Traffic, message #35. Break”

EOC: “OK, Continue”

K6FJC : “Asset is SAN-53B. Break” (*be prepared to spell phonetically if asked*)

EOC: “OK, Continue”

K6FJC : “Conditions are Normal. End of Message. This is K6FJC”

EOC: “Acknowledged. This is EOC, KD6QPP back to net.”

NCS: *This is KK6EWQ, Net Control for the Cupertino Emergency Net.*

NOTE: If there is no problem, then this is essentially all you need to say. Do not reply with what is *RIGHT* with the asset.



Message Handling

What it sounds like - *Sending an ISA Report, with problems*

K6FJC: “Net Control, this is K6FJC with ISA Traffic for the EOC”

NCS: *K6FJC acknowledged. EOC, are you ready to copy ISA traffic?*

EOC: “EOC is ready”

NCS: *K6FJC, your message number is 36. Send your traffic to the EOC.*

K6FJC: “EOC, This is K6FJC with ISA Traffic, message #36. Break”

EOC: “OK, Continue”

K6FJC: “Asset is SJW – T7. Break” (be prepared to spell phonetically if asked)

EOC: “OK, Continue”

K6FJC: “Water flowing on the ground. Break”

EOC: “OK, Continue”

K6FJC: “Visible damage to tank and piping. End of Message. This is K6FJC”

EOC: “Acknowledged. This is EOC, KD6QPP back to net.”

NCS: *This is KK6EWQ, Net Control for the Cupertino Emergency Net.*

NOTE: Be succinct with your message. If asked for more details, this it is OK to elaborate. This can then be more of a dialog than part of the message.



The ISA process

1. Receive your ISA Assignment Sheets.
2. With your buddy, proceed to each ISA location.
3. On arrival, inspect the ISA asset per the assignment sheet.
4. Record your findings.
5. Report to the EOC the results of your assessment.
6. When done, proceed to the next ISA location.
7. If this was your last assignment, check out of the Message Net and back into the Resource Net.



ISA Assignment Requirements

1. This is a mandatory buddy assignment – no one goes alone.
2. Requires the usual field deployment kit, plus ...
 - City Map
 - Water
 - Binoculars
 - GPS
 - Digital Camera
 - FRS
 - Hiking shoes
 - Hip boots (a requirement for one assignment)



ISA Do's and Don'ts

1. Ensure you do have your City Volunteer (CARES) ID with you.
2. Wear your CARES Vest to clearly identify you.
3. Drive carefully. A city or drill activation does not exempt you from any of the rules of the road.
4. When arriving at an ISA site, pull to the side of, or off the road and out of the main stream of traffic; park safely.
5. If you have to walk on private property, be polite to any resident you may encounter; explain who you are and what you are doing. If asked to leave, then leave; let the EOC know the situation.



ISA Cautions

1. Know your limitations.
2. Physical exertion may be required (climbing hills).
3. ***Proceed with Caution***: some sites may be slippery when wet (moss).
4. Driving in some areas of the city may result in loss of contact with the EOC. Periodically check in with Net Control.



May'17 Field/ISA Deployment Drill

Drill Objectives:

- Foster coordination between CCC members.
- Test the Infrastructure Safety Assessment (ISA) Process.
- Update the ISA Assignment sheets as necessary.
- Test the Resource Net concepts and procedures
- Use standard ICS and/or Cupertino OES documentation.



May'17 Field/ISA Deployment Drill

Scenario:

- The Bay Area experienced a 7.5 earthquake 3 hours ago. Moderate damage was reported throughout the City.
- You have just finished your Preliminary Safety Assessment and sent your PSA reports to the EOC.
- CARES Emergency Net and has been staffed for 3 hours.
- Message NCO just came up on TAC-2.
- CARES Shift Supervisor just announced that ISAs need to be performed.



Infrastructure Safety Assessment

ISA Drill

When: Saturday, 13-May, 8:00am to 12:00pm

Where: Start from your home

Who: All CARES members, one NCO, one RRO, SS

What:

- This is a “drive-around-the-city” drill.
- Everyone will have a Buddy

How:

- The earthquake occurred at 5:00am, 3 hours ago.
- Net is called at 8:00a on TAC-1, take check-ins.
- You just finished (simulating) sending in your PSA traffic.
- Determine who is available as a Field Responder.
- When directed, proceed to **ISA Staging**.
- Secure the drill at 11:00am.
- Return to the EOC for a debrief.



While you are out there...

1. It is OK to mark up the ISA Assignment sheets.
2. Please Update ISA Assignment Sheets with City Grid markers. Some have the old Chamber of Commerce designators.
3. We do not have all the Lat/Long coordinates; please update if possible.
4. Check for changes in the directions, markers, signage, picture accuracy, etc., that can help you get to and describe the ISA site.
5. Sign and return all documentation and ISA Assignment sheets when you get back.



Thank you

Any Questions?

