

ARC 2020 COMM EX

Duval ARES Annex

Situation Manual

May 30, 2020

All exercise participants may view the SitMan.

EXERCISE OVERVIEW

Exercise Name	ARC 2020 COMM EX – Duval ARES Annex
Exercise Dates	May 30, 2020
Scope	This exercise is a Functional Exercise planned for one day in Jacksonville Florida. The Duval ARES exercise is one portion of a larger national exercise.
Mission Area(s)	Response
Core Capabilities	Sheltering Communications Resource Management
Objectives	<p>Forward all messages intended for Red Cross relief operation HQ to section clearinghouse before 12:00 (local)</p> <p>Practice using and passing American Red Cross forms 6409, ARC-213 and ARC Daily Shelter Report form over RF using means and methods to be selected by participating county ARES Emergency Coordinators.</p> <p>Proof of concept to show Red Cross leadership that ARES is capable of mobilizing a force of operators to provide an auxiliary communication circuit utilizing Red Cross format messages between shelter managers and Red Cross relief operation HQ</p> <p>Establish auxiliary communication systems to ensure shelter manager's and Florida Department of Health ability to communicate with City of Jacksonville incident response forces</p>
Threat or Hazard	Damaged national infrastructure
Scenario	In this exercise, we will be simulating a cyber-attack on the national power grid. The grid was attacked on May 28th, by May 29th sporadic power outages all over America. The ARC has asked for local ARES groups to set up a station in ARC shelters across your county.
Sponsor	American Red Cross
Participating Organizations	Amateur Radio Emergency Service (ARES)
Point of Contact	Brian Schultheis, Duval AEC, k4bjs.ha@gmail.com

GENERAL INFORMATION

Exercise Objectives and Core Capabilities

The following exercise objectives in Table 1 describe the expected outcomes for the exercise. The objectives are linked to core capabilities, which are distinct critical elements necessary to achieve the specific mission area(s). The objectives and aligned core capabilities are guided by elected and appointed officials and selected by the Exercise Planning Team.

Exercise Objectives	Core Capability
Transmit Red Cross messages to relief operations HQ over Voice and digital modes (HF/VHF/UHF/Winlink/FLmsg)	Sheltering
Provide communication circuit between shelter managers and Jacksonville EOC	Sheltering
Establish backup communication circuits for Jacksonville EOC Operations Section	Communications
Establish and maintain accountability of deployed Duval ARES personnel	Resource management
Provide communication circuit between Florida Department of Health-Duval County medical teams and Jacksonville EOC	Sheltering
Train using ARC forms ARC-213, Daily Shelter Report and ARC 6409	Sheltering
Develop and improve net control and volunteer skill in a simulated emergency net using standard practices.	Communications
Prepare your stations to operate under emergency auxiliary power.	Communications
Practice compiling mass messages in winlink and sending them to a regional station.	Communications

Table 1. Exercise Objectives and Associated Core Capabilities

Participant Roles and Responsibilities

The term *participant* encompasses many groups of people, not just those playing in the exercise. Groups of participants involved in the exercise, and their respective roles and responsibilities, are as follows:

- **Players:** Players are personnel who have an active role in discussing or performing their regular roles and responsibilities during the exercise. Players discuss or initiate actions in response to the simulated emergency.
- **Observers:** Observers do not directly participate in the exercise. However, they may support the development of player responses to the situation during the discussion by asking relevant questions or providing subject matter expertise.
- **Controllers:** Controllers provide situation updates and moderate discussions. They also provide additional information or resolve questions as required. Key Exercise Planning Team members also may assist with facilitation as subject matter experts (SMEs) during the exercise.

- **Evaluators:** Evaluators are assigned to observe and document certain objectives during the exercise. Their primary role is to document player discussions, including how and if those discussions conform to plans, policies, and procedures.

Exercise Structure

This exercise will be an operation-based exercise designed to test and evaluate Duval ARES capabilities and functions while in a realistic, real-time environment. Players will participate in one of the following 3 modules:

- Module 1: Resource Net
- Module 2: Tactical Net
- Module 3: Duval EC

Each module consist of one or more functional groups. Players assigned to each functional group will respond to exercise events to resolve shelter plan, mass care plan, and emergency communications plan response issues. For this exercise, the functional groups are as follows:

- Shelter #1
- Shelter #2
- Shelter #3
- Resource NCS
- Tactical NCS
- Simulation Cell
- Duval Gateway
- HF Winlink Gateway
- Duval EC

Exercise Control Structure

Section Clearinghouse

- Simulates American Red Cross chain of command
- One or more amateur radio operators with HF phone and Winlink capability
- Physical recipient of message traffic addressed to ARC relief Operation HQ
- Reports to the Divisional Clearinghouse
- DOES NOT coordinate with the Duval County Resource Net
- Managed by Section Emergency Coordinator

Controller

- Simulates all Duval County agencies, Red Cross departments, organizations, ESF functions which are external to the exercise
- Manages exercise play
- WILL NOT use radio communication (may monitor radio nets for situational awareness)
- All message traffic to and from the Controller will be face-to-face, telephone, text or email

- Controller uses the MSEL to facilitate implementation of each scenario input
- Tactical call sign (does not participate in radio nets)

American Red Cross 2020 Comm EX – Duval Annex Communication Circuits

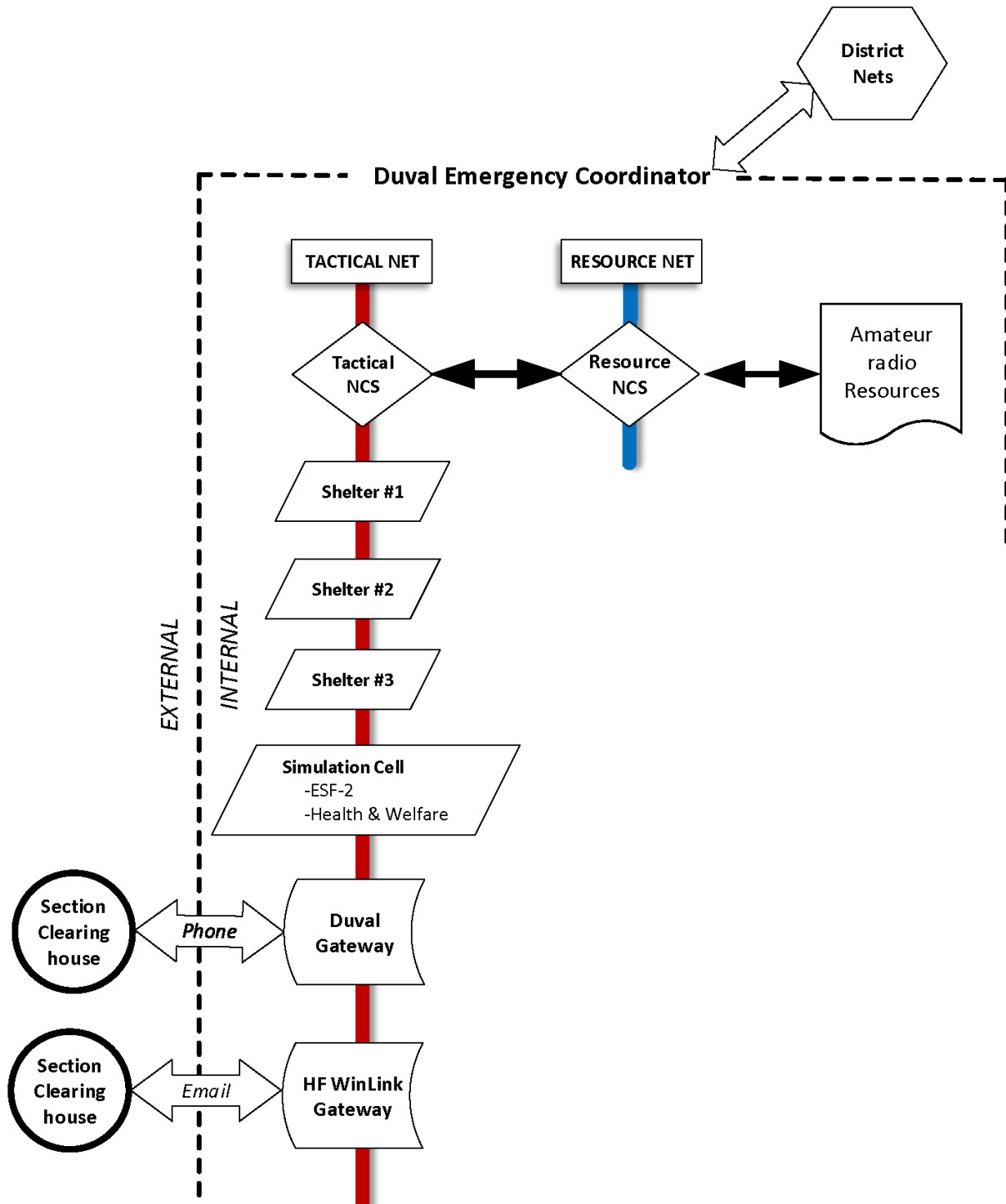


Figure 1. Exercise Structure Diagram

Exercise Guidelines

- This exercise will be held in an open, low-stress, no-fault environment. Varying viewpoints, even disagreements, are expected.
- Respond to the scenario using your knowledge of current plans and capabilities (i.e., you may use only existing assets) and insights derived from your training.
- Decisions are not precedent setting and may not reflect your organization's final position on a given issue.
- Issue identification is not as valuable as suggestions and recommended actions that could improve response efforts. Problem-solving efforts should be the focus.

Exercise Assumptions and Artificialities

In any exercise, assumptions and artificialities may be necessary to complete play in the time allotted and/or account for logistical limitations. Exercise participants should accept that assumptions and artificialities are inherent in any exercise, and should not allow these considerations to negatively impact their participation. During this exercise, the following apply:

- The American Red Cross chapter is not available
- City of Jacksonville Emergency Preparedness Division is not participating
- COVID-19 mitigation measures limit group gatherings and travel

Exercise Evaluation

Evaluation of the exercise is based on the exercise objectives and aligned capabilities, capability targets, and critical tasks, which are documented in Exercise Evaluation Guides (EEGs). Evaluators have EEGs for each of their assigned areas. Additionally, players will be asked to complete participant feedback forms. These documents, coupled with facilitator observations and notes, will be used to evaluate the exercise and compile the After-Action Report (AAR).

Players are encouraged to keep notes and write their own point of view after action report. One common viewpoint is to comment on three positive items/events and three negative items/events "three up, three down."

MODULE 1: RESOURCE NET

Core Capabilities

- Resource Management

Implemented Plan(s)

- ARES Manual
- ARRL ARES Plan
- Florida ARES Request Procedures Guide

Functional Group(s)

Resource NCS

- Duval County Resource Net control operator
- Source and maintain accountability of radio operators
- Track location and status of deployed equipment (does not apply to RADOs with own equipment)
- Inform Duval EC of RADO availability and status on reoccurring basis
- Track movement and transportation of RADOs when enroute
- Maintain situational awareness of RADO activities and locations
- Tactical call sign “DUVAL RESOURCE” or colloquial “net control”

MODULE 2: TACTICAL NET

Core Capabilities

- Sheltering
- Communications

Implemented Plan(s)

- City of Jacksonville Emergency Communications Plan
- City of Jacksonville Mass Care Plan
- City of Jacksonville Shelter Plan
- City of Jacksonville Comprehensive Emergency Management Plan

Functional Group(s)

Shelter #1

- Establishes a 2m phone radio station operating on the Duval County Tactical Net/Resource Net
- Deploys to a shelter without a normally installed radio
- Originates and receives message traffic simulating evacuation shelter #1
- Coordinates deployment with Resource Net control operator
- Checks in with shelter manager (contact Controller)
- Functions as a tactical station within the Duval ARES Tactical Net
- Shelter #1 is a special needs shelter
- Tactical call sign "SHELTER ONE"

Shelter #2

- Establishes a 2m phone radio station operating on the Duval County Tactical Net/Resource Net
- Deploys to a shelter without a normally installed radio
- Originates and receives message traffic simulating evacuation shelter #2
- Coordinates deployment with Resource Net control operator
- Checks in with shelter manager (contact Controller)
- Functions as a tactical station within the Duval ARES Tactical Net
- Tactical call sign "SHELTER TWO"

Shelter #3

- Deploys to a shelter with a normally installed 2m base station
- Establishes a 2m phone radio station operating on the Duval County Tactical Net/Resource Net
- Originates and receives message traffic simulating evacuation shelter #3
- Coordinates deployment with Resource Net control operator
- Checks in with shelter manager (contact Controller)

- Shelter #3 is a Pet Friendly Shelter
- Functions as a tactical station within the Duval ARES Tactical Net
- Tactical call sign “SHELTER THREE”

Tactical NCS

- Duval County Tactical Net control operator
- Coordinate message traffic between all served agencies and liaison stations
- Maintain situational awareness of RADO activities
- Coordinate assignment and demobilization of RADO(s) with Resource Net control operator
- Maintain situational awareness of message traffic delivery within the Duval ARES net
- Tactical call sign “DUVAL TACTICAL” or colloquial “net control”

Simulation Cell

Health & Medical

- Simulates a non-Duval ARES participant (city employee)
- Operates Jacksonville EOC radio equipment or equivalent radio equipment at simulated EOC
- Originates and receives message traffic simulating the Deputy of Operations-Human Services at Jacksonville EOC
- Simulates the EOC Health & Welfare function
- Health & Welfare includes the American Red Cross representative at the EOC
- DOES NOT coordinate with the Duval ARES Resource Net
- Tactical call sign “JAX HEALTH & MEDICAL”

ESF-2

- Simulates a non-Duval ARES participant (city employee)
- Operates Jacksonville EOC radio equipment or equivalent radio equipment at simulated EOC
- Originates and receives message traffic simulating the Communication Units, Communications Unit Leader at Jacksonville EOC
- Simulates the ESF-2 function
- DOES NOT coordinate with the Duval ARES Resource Net
- Tactical call sign “JAX EOC”

Duval Gateway

- Operate HF phone station
- Liaison between NFL ARES emergency net and Duval ARES tactical net
- Move messages into and out of Duval County for all served agencies
- Monitor Duval ARES tactical net
- Monitor Duval ARES resource net
- Tactical call sign “DUVAL GATEWAY”

HF Winlink Gateway

- Operate a HF WINLINK station
- Liaison between State EOC and Duval tactical net
- Move messages into and out of Duval County for all served agencies
- Monitor Duval ARES tactical net
- Monitor Duval ARES resource net (optional)
- operating procedures will depend upon NFL exercise plan rules for simulating the state EOC
- Will need to create a tactical WINLINK address (see ARRL guidelines)
- Tactical phone call sign “DUVAL WINLINK” (not the WINLINK address)

MODULE 3: DUVAL EC

Core Capabilities

- Communications
- Resource Management

Implemented Plan(s)

None

Functional Group(s)

Duval EC

- Coordinates Duval ARES incident response with served agencies and partners
- Manages Duval ARES personnel and resources
- Tactical call sign “DUVAL EC”
- Creates and forwards situational reports (SITREP) to Section Emergency Coordinator or Section Manager

APPENDIX A: EXERCISE SCHEDULE

Time	Activity
May 30, 2020 (all times EST)	
09:00	Duval ARES exercise begins / national part A exercise begins
12:00	national part A exercise ends
13:00	Duval ARES exercise ends / national part B exercise begins
17:00	national part B exercise ends (runs until all section clearinghouse stations report)
TBD	Hotwash

Note: Hotwash will probably be delayed until the first available Duval ARES in-person meeting.

APPENDIX B: EXERCISE PARTICIPANTS

Participating Organizations
Non-Government Organizations
American Red Cross (ARC)
Amateur Radio Emergency Service (ARES)

APPENDIX C: RELEVANT PLANS

- ARES Manual
- City of Jacksonville Emergency Communications Plan
- City of Jacksonville Mass Care Plan
- City of Jacksonville Shelter Plan
- City of Jacksonville Comprehensive Emergency Management Plan
- ARRL ARES Plan
- Florida ARES Request Procedures Guide

APPENDIX D: ACRONYMS

Acronym	Term
DHS	U.S. Department of Homeland Security
HSEEP	Homeland Security Exercise and Evaluation Program
SitMan	Situation Manual
SME	Subject-Matter Expert
ARES	Amateur Radio Emergency Service
ARRL	Amateur Radio Relay League
ARC	American Red Cross
COMM	Communications
EX	Exercise
EC	Emergency Coordinator
SITREP	Situational Report
SEC	Section Emergency Coordinator