Emergency Operating Plan
For
Custer County Amateur Radio (emergency) Service (CCARS)

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Contents

Custer County Area Amateur Radio Emergency Services (CCARS)
Emergency Operation Plan

1. What is CCARS

CCARS is a formally organized group of Amateur Radio Operators that volunteer their radio to both emergency and non-emergency public events or incidents. These skills are offered to agencies such as local law enforcement, Office of Emergency Management, Fire Departments, Search and Rescue and public event coordinators.

2. CCARS Emergency Service Background

Recognizing that local & regional natural disasters such as forest wild fires and weather catastrophes are inevitable, licensed Amateur Radio Operators of Custer County have organized themselves to offer their collective radio communication skills to Emergency Services Agencies..

3. CCARS Purpose

The purpose of this Emergency Operation Plan is to outline coordinated deployment operations of Amateur Radio during an emergency

Training recommendation for various individual roles various strategic and tactical roles during emergency deployments are made.

4. Scope of Custer County Amateur Radio Services

The mission and highest priority of CCARS is to provide supplemental communications for local emergency services agencies through a network of licensed and experience Amateur Radio Station Operators.

All non-communication activities such as personally rendering aid or search and rescue missions are the priority of the Emergency Service Agencies.

5. FEMA National Incident Management System

This CCARS EOP follows the National Incident Management System including the Incident Command System (ICS) of FEMA.

FEMA Training Courses

The Federal Emergency Management Agency provides a wealth of free resources and information to help local organization become prepared for emergency incidents. All CCARS volunteers are strongly encouraged to familiarize themselves with that system by reviewing FEMA's IS-100.c and IS-700.b course material

Introduction to Incident Command System (IS-100.c)

https://training.fema.gov/is/courseoverview.aspx?code=is-100.c&lang=en

Introduction to National Incident Management System 9IS-700.b)

https://training.fema.gov/IS/courseOverview.aspx?code=IS-700.b&lang=en

6. Personnel Roles

Table 1 -- Personnel Roles describes the responsibilities of each role. Though there are many roles listed, a single person might be occupying multiple roles. For example, it is common for a single person to be both Area Coordinator, Incident Command and Resource Coordinator. The scope & intensity of activities and availability of personnel during an incident determines how many roles an individual will fill.

Operator Skill and equipment requirements

- All station operators must have provide their own hand held transceiver.

- All station operators must demonstrate the ability to field program their radios.

Role Descriptions

Role	Tactical Call Sign	Description
Area Coordinator	AC (Alpha Charlie)	- Works with local community agencies and officials to maintain relationships and communication and planning during non-incident periods. - Coordinates planning, preparedness, and response phases with CCARS participants - Assigns Incident Command and Resource Coordinator at the beginning of Incident Activation
Incident Command	IC (India Charlie)	- Assigned on a per incident basis by the Area Coordinator. - Initiates and maintains forms: - Incident Briefing (ICS 201) - Incident Objectives (ICS 202) - Communications Plan (ICS-205) starting with the adopted default Communications Plan - Communications List (ICS-205A) - Incident Action Plan Safety Analysis (ICS 215A) - Makes deployment assignments from the list maintained by the Resource Coordinator and relays those to the Net Control operator-

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Role	Tactical Call Sign	Description
Resource Coordinator	RC (Romeo Charlie)	• Assigned on a per incident bases by Incident Command. • Generates a record of amateur radio volunteers that have agreed to volunteer for the current incident. • Records the radio equipment capability, mobility and the ability to be tactically assigned of each volunteer • Maintains a list of operators who can serve as Net Control Operator and their schedule availability on form ICS 217A. • Maintains a list of the tactical assignment of each volunteer • Maintains the Net Control Operator schedule
Net Control Operator	NET	• Serves as Net Control operator for Incident Net Operations per the INCIDENT RADIO COMMUNICATIONS PLAN (ICS-205). • Operate per the Net Control Operator schedule maintained by Resource coordinator
Agency Station(s)	LOCATION IS THE TACTICLE CALL SIGN	• Assigned by Incident Command • Operates station at the agency's incident command center. Records and relays messages to and from that agency
Tactical Station(s)	LOCATION IS THE TACTICLE CALL SIGN	• Assigned by Incident Command • TSO's are deployed either at the home or remote location. Home locations are considered deployed

Table 1 -- Personnel Roles

7. Communications

Communications Methods

Land Lines

Cell Phone

Email

Radio -- Radio Communications are performed per the CCARS band plan. The band plan is notated on the Wet Mountain Valley Default INCIDENT RADIO COMMUNICATIONS PLAN (ICS-205)

Hierarchy of Communications Methods

For personal injury, property damage or imminent danger CALL 911

1. 911 via cell phone or land line telephone

2. CCARS Amateur emergency frequencies if & only if there is no cell or phone service

CCARS Net Operations

The Wet Mountain Valley Default INCIDENT RADIO COMMUNICATIONS PLAN (ICS-205), shows the adopted default band plan for the Wet Mountain Region. If circumstances require deviation from that plan, Incident Command augments and distributes an updated ICS 205 through the unified command.

Communications Guidelines

During an Incident:
- Use straight forward language.

- Avoid the use of radio codes such as 10 codes or Q codes, acronyms or jargon. Usage of these types of codes may cause confusion or possibility compromise safety.

- Radio communications will be conducted under a Net Control Operator

Wet Mountain Valley Default INCIDENT RADIO COMMUNICATIONS PLAN (ICS-205)

1. Incident Name:	2. Date/Time Prepared: Date: Time:	3. Operational Period: Date From: Date To: Time From: Time To:

4. Basic Radio Channel Use:

Zone Grp.	CH #	Function	Channel Name/Trunked Radio System Talkgroup	Assignment	RX Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode (See Note 2) (A, D, or M)	Remarks
1		Net Operations	N0SDC Repeater	ALL	147.210 MHz	100 Hz	147.810 MHz	None	A	Operations
1		Net Operations Backup	SIMPLEX	ALL	147.210 MHz	None	147.210 MHz	None	A	Operations backup in case of N0SDC repeater failure
1		National Calling Frequency	SIMPLEX	ALL	146.520 MHz	None	146.520 MHz	None	A	Monitor VHF National Calling Frequency (See Note 3)
2		Agency Interoperability	SIMPLEX	COMMAND	146.475	None	146.475	None	A	Interoperability with Custer County Sherrif Office (See Note 4)
3		Colorado Traffic Net	KB0VJJ	Net Traffic Control	147.285 MHz	88.5 Hz	147.885 MHz	None	A	Wellness notifications, long distance communication in case of land line & cell phone service disruption
1		Packet Radio Station	N5WBB-10	Those with Packet Radio Capability	145.010 MHz	None	145.010 MHz	None	A	E-mail Messages
3		Traffic Net	40 meter band	See Table 2 HF Traffic Nets					SSB	Wellness notifications, long distance communication in case of land line & cell phone service disruption

5. Special Instructions:

NOTE 1: Other tactical frequencies will be assigned as required.   Monitor Net Operations Frequency for assignments.

NOTE 2: All Modes are FM. A = Non-digitized FM, D is digitized on FM, M is Mixed digital and non-digital

NOTE 3: NCS will assign a station operator to monitor 146.520 MHz for the purpose of directing operators to Net Operations frequency

NOTE 4: Unity of Command Applies. Refer to IS-100.c & IS-700.b

6. Prepared by   Name:__ Signature: __

ICS 205	IAP Page ___	Date/Time: __

8. <u>Unity of Command</u>

<u>Each individual involved in an incident, reports to and takes direction from only one person.</u>

<u>Based on the principle of unity of command, you will:</u>

- <u>Report to only one Incident Command System supervisor</u>
- <u>Receive work assignments only from your ICS supervisor</u>
- <u>No self-deployment</u>

9. READINESS CONDITIONS

<u>Condition Definitions</u>

There are four readiness conditions, NORMAL, NOTICIFATION, STANDBY and ACTIVATION. The four conditions are described below. For each condition of readiness activities prescribed and assignments are made.

CONDITION	DESCRIPTION
NORMAL	• Emergency Activity is not expected.
NOTIFICATION:	• An incident activity is suspected which may require WMVRES assistance.
STANDBY:	• An emergency management activity is imminent which will likely require WMVRES assistance.
ACTIVATION:	• CCARS suspects or has been advised of an emergency management activity which requires immediate WMVRES assistance. In ACTIVATION, some volunteers will be asked to provide communications relay assistance from their normal operation station location and are considered deployed at that location.
	• In an emergency in Custer County, Wet Mountain Valley RES can be notified by a private or public service agency, by an WMVRES member or other amateur radio operator. The Emergency Coordinator (AC) or assistant AC (AAC) should be notified by radio or telephone as soon as possible.
	• Once an emergency or potential emergency condition has been identified, the AC, AAC, or designated net control station (NCS), will send out an e-mail page and phone call to Wet Mountain Valley WMVRES members. Throughout this incident the NCS will announce the appropriate emergency level over the Wet Mountain Valley WMVRES repeater system. All Wet Mountain Valley WMVRES members will stand by and monitor the frequency. If indicated, a roll call will be conducted.

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ACTIVIES FOR EACH CONDITION

NORMAL CONDITION ACTIVITES

WHO	ACTIVITY
Area Coordinator	• Maintain a list of CCARS qualified volunteers, and OEM, Sheriff, EMS, Fire & Rescue contacts
ALL	• Maintain equipment, ensure batteries are charged, check Go-Kit

NOTIFICATION CONDITION ACTIVITIES

WHO	ACTIVITY
Area Coordinator	• Notifies all registered operators of the possibility Make periodic status updates
ALL	• Monitor the radio frequencies outlined in Wet Mountain Valley Default INCIDENT RADIO COMMUNICATIONS PLAN (ICS-205). • Monitor Everbridge Alert Notice System for Custer County if possible • Monitor email, text and land line communications if possible

STANDBY CONDITION ACTIVITIES

WHO	ACTIVITY
ALL	• Monitor radio communications per INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205) for announcements and impromptu Emergency Net • Check-in to the emergency net operations frequency is activated and operating under Emergency Net Control Operator, transmit ONLY under 3 conditions: Responding to check-in request Responding when directly contacted by Net Control You have an emergency or priority (use "BREAK-BREAK <call sign>) Monitor email if possible. Monitor for WMVRES activation
Area Coordinator	• Assigns a Net Control Operator (can be her/himself)
Net Control Operator	• Ensure that ¼ past each odd hour, announce when an emergency net will be held • NCO will conduct a STANDBY condition Net per • During this radio net NCO will ascertain equipment capabilities, operator capabilities and availability of radio operators. Examples of capabilities are (but not limited to) vehicle mobile services, deployable services, stationary only services categorized by band types, transmission type capabilities such as cw, phone, digital, packet client station, packet relay station. Examples of operator capabilities are: license band privileges, transmission type experience

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ACTIVATION

WHO	ACTIVITIES
Area Coordinator	• AC initiates form ICS-205 "INCIDENT RADIO COMMUNICATIONS PLAN" AC initiates forms COMMUNICATIONS LIST (ICS-205A) • Appoints Net Control Operator or Operators for the Primary Operations Frequency.
TACTICAL STATIONS	• Maintain call log form Station communication Log (ICS-309)

10. WHAT DO I DO DURING ACTIVATION?

- Monitor the radio frequencies per Wet Mountain Valley Default INCIDENT RADIO COMMUNICATIONS PLAN (ICS-205)

- Check-in with Net Control Operator

   o Check in during an opportunity by saying "Net this is _(your call sign)_. First TIME check-in"

   o While the frequency is operating under an Emergency Net Control Operator, transmit ONLY under 3 conditions:

   o Responding to check-in request

   o Responding when directly contacted by Net Control

   o You have an emergency or priority (use "BREAK <call sign>)

- Once deployed or assigned a task, you will take direction from only one person.

   o Report to only one Incident Command System supervisor

   o Receive work assignments only from your ICS supervisor

   o Do Not self-deploy

- Initiate personal event log

   o On this log, record assignments,

   o Record your deployment assignment

- If you are assigned a "stay in place assignment" and given a tactical call sign from Net Control, record it

- Start a radio messages log with form ICS-309 and log radio messages handled on form that form

- Use form ICS-213 GENERAL MESSAGE form to send and keep record of messages sent & received

- If deployed to an operational location, obtain tactical call sign and frequency assignment

- Monitor Net Operation frequency & your tactical assigned frequency (if assigned one) at all times.

- Use tactical call sign for your assigned location

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- Only communicated with another tactical station when directed to by Net Control
- If deployed to a location in support of emergency services, notify person in charge and notify Net Control of the emergency services location
- Notify NCS if tactical station needs to be moved or abandoned or if operator will be unavailable for a period of time.
- Do not leave your station unless NCS has acknowledged your need to secure.

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Appendix A. Custer County Emergency Services Contact Information

Agency / Agency Head	Address	Telephone Number	E-mail Address / Website	Call Sign
Office of Emergency Management Robyn Knappe		719-269-7952 24-Hour 719-371-1635	ccoem@custercounty-co.gov	
Custer County Sheriff	702 Rosita Avenue Westcliffe, CO 81252	719-783-2270	Lsmith@custersheriff.com	
Wet Mountain Fire Protection District	701 Edwards, Silver Cliff, CO 81252	(719) 783-9245	wmfpdclerk@gmail.com https://www.wetmountainfire.com	
Custer County Emergency Medical Services			ems@westcustercountyhospitaldistrict.com https://westcustercountyhospitaldistrict.com/ccems	
Everbridge Alert Notice System for Custer County				

https://member.everbridge.net/355009111785665/ov

Custer County Emergency Operations Plan (Adopted 2023)
https://www.custercounty-co.gov/_files/ugd/92b9d1_043bcbc421454f23a68b429d8b108426.pdf

Appendix B. Custer County Sheriff's Office Band Plan

December 30, 2025

2026 Amateur Radio Communications Plan Custer County Sheriff's Office
Call 911 for Sheriff, Fire, and EMS emergencies.
Non-emergency sheriff 719-783-2270
Non-emergency fire 719-783-9245
https://member.everbridge.net/355009111785665/login Hint (you can add other counties)
Amateur radio frequencies (Quadrant of Custer County):
NW primary 146.535
SW primary 146.580
NE primary 146.550
SE primary 146.595
Valley Net Control primary 146.475

The four quadrants gather info from their respective areas and report to Valley Net Control, who sorts priorities and is the only one who would interface with Sheriff/EOC

Repeaters in Custer County

RX Freq	Offset (MHz)	Access	Call	Location
147.210	+0.6	100.0 / 100.0	N0SDC	Westcliffe

Amateur Radio Operator License Required (except)
Title 47 §97.403 "Safety of life and protection of property":

No provision of these rules prevents the use by an amateur station of any means of radiocommunication at its disposal to provide essential communication needs in connection with the immediate safety of human life and immediate protection of property when normal communication systems are not available.

Respectfully,

702 Rosita Ave - #1489
Westcliffe, Colorado. 81252
719-783-2270

Appendix C. FORMS

All Forms referenced in this Plan are bundled in zip file at the following url:

https://www.wmvemcomm.org/wp-content/uploads/2026/01/CCaresForms.zip

Appendix D. Out of area Wellness notifications during an incident

PLACE HOLDER

Appendix E. Go-Kit

Basic

When responding to an emergency event, or even a training exercise, a minimum set of equipment and personal gear you should bring with you to get the job done. Basic items include:

- 2-meter hand-held
- 2-meter mag-mount antenna and coax
- Earphone
- Paper and pencil
- FEMA & EOC Credentials
- Extra batteries
- Appropriate clothing
- Food and water

The majority of these items should be kept in a "Ready Kit." Just pick it up on your way out the door for deployment. You might also consider the items on the following list for inclusion in this ready kit, designed to allow you to stay in the field for up to 72 hours

Area Coordinator Operations Plan
Custer County Area Radio Emergency Service (CCARS)

Extended Deployment (72 hour) Equipment Checklist

Three day change of clothes
Foul weather gear
Toilet articles
Shelter (tent and sleeping bag)
Portable stove; (mess kit with cleaning kit)
Waterproof matches
Flashlight
Candles
Alarm clock
Three day supply of water and food/snacks

Liquid refreshments
First aid kit
Throat lozenges
Prescriptions
Aspirin or other pain reliever
Additional radios
Packet gear
Power supplies, chargers
Microphones
Headphones
Patch cords
Antennas with mounts
SWR bridge (VHF and HF)

Extra coax
RF connectors and adapters
Power, audio and other connectors and adapters
Batteries
Toolbox
Soldering iron and solder
VOM
Electrical tape
Duct tape
Safety glasses
Log books
Message forms

Alerts

WMVRES begins to react ONLY when we've been alerted.

If you are affected by the incident, ensure your location is secure prior to checking in. If you have damage or injuries to report and telephone and cell phone service is functional, call 911 immediately.

If neither cell phone service nor telephone service is functioning, break in to the Operations Net by using the prosign "BREAK" and report the needs.

Once you're sure of your own situation monitor the N0SDC repeater. Call net control ONLY if you have damage or injuries to report. Stay off the frequency and listen for your AC or AAC to come up on the resource frequency and give instructions. Your AC or AAC will give you the necessary information to allow you to respond.

How Are You Dispatched?

Check-in to Operations Net on the Operations Net frequency reflected on the "INCIDENT RADIO COMMUNICATIONS PLAN (ICS 205)" with your call sign.

Nominally the NCS will ask for your name, a phone number where you can be reached. A VERY important step in this process is asking NCS what special equipment/training you might need for the job you're going to fill. Please DO NOT volunteer for a job for which you don't have the training/equipment. There will normally be plenty of positions that need filling, don't put yourself or others at risk by stepping into a situation you're not prepared for.

When dispatched by NCS, be sure to get

1. The time that you need to be on station.
2. Who you should report to when you arrive.
3. Special instructions

If you have questions about how to get to the assignment, this is the time to ask NCS.

Responding to Your Assignment

Prior to traveling to your assignment, check in with Resource NCS and advise him/her that you are enroute to your assignment.

Arrive at your assignment at least one half hour early in order to have time for shift change over

You need to receive a thorough briefing from the previous shift about the duties of the position you are taking over.

You want to arrive at the assignment safe and sound, so use care in driving to the assignment. Obey speed limits. Do NOT drive like an emergency vehicle with the lights and siren running.

If you have some form of identification for your car like the magnetic signs which say "Amateur Radio Communications", you should install them before you leave. This may help you get past road blocks, etc. a little more easily as you proceed to your assignment. Even with identification on your car you still might be stopped by law enforcement officials. Try to explain to the officer where you are going and why. If this doesn't work then contact NCS and ask to speak to Resource Manager. Inform the Resource manager of the situation. It may be necessary for them to contact the appropriate agency to get you past the road block. Just remain patient. The message will eventually get through and so will you. Once you arrive at the assignment you should collect your gear and make contact with the person named by Resource NCS. This might be the operator you're relieving, the amateur radio Site Supervisor, or a liaison officer for the agency you're helping. This contact person should be able to either brief you on the job you are going to do, or direct you to the person who can. Once you get that briefing, you're ready to go!

Appendix F. HF Traffic Nets

Freq	Mode	Name	Time Mountain Time unless otherwise indicated	More Info
3985.0 kHz	LSB	ISBN	0100Z	
3986.0 kHz	LSB	AZ Section Traffic Net	See web site	web site
3923.5 kHz	LSB	12th Region Morning Net	daily 7am MT	
7229.0 kHz	LSB	12th Region Afternoon Net	daily 4pm MT	
3989.0 kHz	LSB	CO Eve Region Net	M-F 6:45pm MT	
7272.0 kHz	LSB	Beehive Utah Net	daily 7:30pm	web site
7253.5 kHz	LSB	Central States Traffic Net	Mon - Fri 12:30pm	
3810.0 kHz	LSB	Colorado ARES HF Net	Sun 8:00am	
3989.0 kHz	LSB	Colorado Columbine Net	daily 7:30pm	
7240.0 kHz	LSB	High Noon Net	daily noon	web site
3937.0 kHz	LSB	Idaho Farm Net	0200Z	
3920.0 kHz	LSB	Kansas Phone Net	daily 6:45am	
3939.0 kHz	LSB	Road Runner Traffic Net	daily 7pm	
3939.0 kHz	LSB	NM Breakfast Club Net	daily 6:30am	
14.340 MHz	USB	Pacific Area Net "PAN"	M,W,F 2230Z	
7290.0 kHz	LSB	7290 Traffic Net	Mon - Sat 9-11am MT	web site
7290.0 kHz	LSB	7290 Traffic Net	Mon - Fri 12-1pm MT	web site
7062.5 kHz	CW	TWN CW Net	daily 8:30pm	
3923.5 kHz	LSB	Wyoming Cowboy Net	6:45pm MT	

Table 2 HF Traffic Nets