



**Mendocino County Amateur Radio Communications Service
Wednesday, December 05, 2007 ~ 11:30 – 13:00**

~ AGENDA & Minutes~

I. Introductions if needed –

No introductions were needed

II. Local and Countywide net reports

Last weeks net reported 42 logins countywide.

Jim Cline was in the Ukiah Daily Journal Tuesday's edition bringing acknowledgment of our club and other HAM clubs to the public.

There is a webpage dedicated to emergency operations in which the County of Mendocino is locating emergency resources. This is under the link <http://www.co.mendocino.ca.us/oes/eop.htm>

McARCS discussed our own role within an emergency like the one experienced in S.F.

Since inception of McARCS there have been 3 nets added within the County of Mendocino with a possible additional three nets that could be started in Potter Valley, Covelo, and Laytonville.

McARCS discussed using existing Fire Departments in development of HAM interoperability by creating more licensed technicians within Fire Departments.

McARCS also acknowledged that there might be a bit of "massaging" necessary to get other Fire Departments on board and understanding the value of having licensed HAM technicians as another tool for communications.

III. Proposed assigned AdHoc Committee to make recommendations for the following questions related to emergency operations plan:

- a. How do we determine who is in charge as we progress through the steps of organization?**
- b. Who does the initial activation?**
- c. Should a telephone and radio "call tree" be established?**
- d. Who is Net Control for local nets? Experienced or inexperienced?**

McARCS reviewed and discussed all questions and determined that the development of a Net Coordinator.

A committee will be created to establish:

- Duties of Net Coordinator.
- What uniform standards and coordination of nets will look like.
- Development of a database of activation lists, current nets and frequencies.
- Creation of reporting standards and record retention.
- And creation of a "Letter of Integration" with sheriff Allman's help
- This committee will include Manuel, Tim, and Linda.

McARCS discussed Experienced vs. Inexperienced and concluded all licensed HAM technicians should have an opportunity to activate and run a net to develop a familiarity with the equipment, net management and the recording procedures developed by aforementioned committee.

McARCS discussed how to activate and who does initial activation. It was suggested that for countywide activation the Sheriff's office would be in charge and local activations by the local agencies within the area.

McARCS discussed creation of Memorandum of Understanding (MOU) to clearly state what we can do and who is to be involved.

This MOU should also develop procedures of activation and operations with a clear Scope of work (SOW) established.

A committee will be created to establish

- Draft MOU on what net can do
- SOW creation with development of procedures of activation and operation
- Contact creation of whom to activate and on what net.
- This committee will include Annie, John, and Jim.

IV. Equipment Loan Program

McARCS reviewed draft proposed on an equipment loan program and motioned to approach Sheriff Allman to gather input on draft and add anything he sees as necessary.

V. Hospital and clinic equipment update

Howard Hospital has showed interest in creation of radio station within new Howard Memorial Hospital building.

McARCS suggested encouragement of a new radio at the coast hospital.

VI. WARS update – Tim

a. Christmas Party

WARS annual Christmas Party will be on Thursday December 13th at the Broiler Steakhouse. Event will start at 5:00pm for happy hour with dinner at 6:00pm. A small meeting will take place during dinner. Dinner will cost 23.00/person, this includes dinner, beverage, tax, and tip. Choices are NY Steak - Deep Fried Prawns - Grilled Chicken - BBQ Ribs (call ahead for vegetarian choices). Please RSVP to Arlene at 459-2011 by Friday December 7, 2007.

VII. Upcoming Events, Trainings and General announcements

None

**The next meeting is scheduled for Wednesday, January 2, 2008 from 1130–1300
Mendocino County Sheriffs Training Center, 951 Low Gap Rd. Ukiah –**