

Madison County ARES Member Manual

The Amateur Radio Emergency Service.

The ARES, formed in 1935, is sponsored by the American Radio Relay League, A.R.R.L., headquartered in Newington Connecticut. ARES membership totals approximately 250,000 across the United States.

Amateur Radio Emergency Service Organizational Chart:

ARRL Section Manager
 Section Emergency Coordinator
 District Emergency Coordinator
 Local Emergency Coordinator
 Assistant Emergency Coordinators
 ARES Members

The American Radio Relay League's roll is the support of the ARRL Field Organization of which ARES is a part. The Section Manager (SM) appoints the Section Emergency Coordinator (SEC) as his/her representative in such matters. Groups of cities and towns (counties, civil defense districts or zones, etc) are under the jurisdiction of the District Emergency Coordinator (DEC), appointed by the Section Emergency Coordinator.

The Local Emergency Coordinator (EC), appointed by the District Emergency Coordinator, is responsible for a given area and represents the Amateur Service in dealing with civic, public service and local relief agencies.

The Madison County ARES

The ARES organization for Madison County is composed of licensed amateur radio operators who have voluntarily registered their qualifications and equipment for communications duty in the public service when disaster strikes.

Many of the ARES members have attended Weather Spotter classes conducted by NOAA as well as other types of programs to increase the amateur's abilities to perform in emergency situations.

What ARES Can Do

1. ARES can provide support communications in times of emergency under the direction of public service officials in order to relieve the load placed on public service communications systems.
2. ARES can relay Messages, via amateur radio, to other public service agencies or officials when needed.
3. ARES can provide a network to move health and welfare messages from point to point leaving the public service communications system open for emergency use.
4. ARES can provide amateurs for weather spotting
5. ARES can provide support communications for events such as parades, community events and sports activities.
6. ARES can provide links via amateur radio between one or more public service agencies who may need to pass messages between themselves but not having the means to do so through normal communications equipment setup.
7. ARES can assist public officials in providing information at public events as to the location of specialized parking, limited-access facilities and medical help.

What ARES Can Not Do

1. The Madison County ARES has been organized to provide emergency and or support communications to local public service agencies such as but not limited to:
 - a. Civil Defense
 - b. Police
 - c. Fire
 - d. EMS
2. ARES members are not law enforcement or public service officials and should not be considered as such.
3. ARES members nor any amateur radio operator may receive any compensation, financial or otherwise for their services as per FCC rules.
4. ARES members should not be relied upon for traffic control. This is best left to those experienced in such matters.
5. ARES members can not be used for crowd control or be requested to represent any type of authority or act in or on behalf of any public service official or agency.
6. ARES members can not transmit "for hire" messages via amateur radio.
7. ARES members may not be used to provide transportation.

Examples of ARES Use

Parades

Each year the city of Berea and Richmond have a Christmas parade. During this event several amateurs could be placed along the parade route as observers with one amateur assigned to one police officer. This in effect gives one police officer as many eyes as there are amateurs participating in the event. Should a mishap occur and is spotted by an amateur radio operator, he/she simply advises the amateur assigned to the officer who in turn takes appropriate action. Not only does this place more "eyes" along the route, it also speeds response time.

Community Events

The Eastern Amateur Radio Society and Madison County ARES members have assisted the Madison County Rescue Squad with the July 4th celebration held at Gibson Bay. Amateur radio operators were used to give information on handicap parking, location of public facilities and directions to first aid areas. This turned out to be one of the best examples of the use of amateur radio in public events in this area.

Weather Spotting

During severe weather the Madison County ARES conducts a weather net on the 146.865MHz FM repeater in Richmond. Information gathered from weather spotters is forwarded directly to the National Weather Service in Lexington. This net runs in conjunction with the Jessamine Amateur Wireless Society and the Bluegrass Amateur Radio Society nets held on 145.490MHz and 146.760MHz frequencies, respectively. Information passed through these nets can be invaluable to public service officials. In a number of instances, information via amateur radio with respect to weather, has been faster than the bulletins from the National Weather Service.

These are just a few situations where amateur radio and the Madison County ARES can be used. If you would like additional information about the Madison County ARES or would like to discuss an event or situation please contact:

Martin Hensley
ARRL Emergency Coordinator, Madison County
56 Central Avenue
Berea Kentucky 40403-1822
859-986-6199

Problem Resolution

As with any organization there will, from time to time, be problems or questions which will arise that will require an answer for successful completion of a task or project. In order to effectively address and/or resolve such matters it is suggested that you contact the person most closely associated with situation at hand.

These people, contacted in the order listed below, should be able to assist you with any problems or questions you may have.

FIRST Martin Hensley, KF4EBC

SECOND Craig Still, N4CQR

THIRD Ron Dodson, KA4MAP

First and Second order individuals as those most familiar with the current procedures and activities. Third order individuals are primarily at the section direction and implementation levels. Third order individuals are at the district or state level and would be more familiar with A.R.E.S. implementation at those levels.

Problems and/or questions associated with the ARES organization within the county should be addressed to the EMERGENCY COORDINATOR. Problems and/or questions associated with the ARES organization with it's participation within the whole of district 13 should be addressed to the DISTRICT EMERGENCY COORDINATOR.

Telephone Tree

PUBLIC SERVICE AGENCY
Martin Hensley, EC 986-1254

Tony Grant, AEC 369-5708

Craig Still, DEC District 13 986-3281

ARES Members

ARES Members

ARES Members

1. INTRODUCTION

- 1.1 The Madison County Amateur Radio Emergency Service (ARES) is composed of FCC-licensed Amateur Radio operators who have voluntarily registered their capabilities and equipment for public service communications duty.
- 1.2 Under Federal regulations, Amateur Radio public service communications are furnished without compensation of any kind.
- 1.3 The Madison County ARES functions under this Emergency Plan under the direction of the Madison County Emergency Coordinator (EC), who is appointed by the ARRL Kentucky Section Emergency Coordinator in consultation with the District Emergency Coordinator
- 1.4 The EC may appoint assistant ECs as needed for the ARES to function efficiently.

2. PURPOSE

- 2.1 The purpose of this plan is to provide a written guide containing the minimum information that would be needed in an emergency. Each emergency is different and flexibility to provide an adequate response to each is a necessity.
- 2.2 The primary responsibility of the Madison County ARES is to furnish communications in the event of a natural disaster, when regular communications fail or are inadequate.
- 2.3 All drills, training and instruction shall be carried out to ensure readiness to respond quickly in providing effective amateur emergency communications whenever an occasion may arise.
- 2.4 The following agencies could be served during a communications emergency: Civil Defense; CSEPP; Richmond and Berea Police Departments; Richmond and Berea Fire Departments; Pattie A. Clay and Berea Hospitals; Madison County and the Berea City School Systems; Daniel Boone Chapter, American Red Cross; and any other agencies requesting assistance from ARES.

3. ACTIVATING PLAN

- 3.1 Any member of the Madison County ARES who for any reason suspects a communications emergency exists should monitor the assigned net for activity.
- 3.2 If local telephone service is available, the EC and/or assistant ECs should be notified by telephone.
- 3.3 In an emergency which Amateur Radio might serve the community, Amateur Radio operators may be alerted by any city, Red Cross, Civil Defense, or similar official notifying the Emergency Coordinator.

4. ARES MOBILIZATION PROCEDURE

- 4.1 Local broadcast stations WKXO and WEKY may be contacted by the EC or his/her representative, as possible, for spot announcements alerting ARES members.
- 4.2 If telephone service is available, the telephone tree will be activated.
- 4.3 Upon the awareness or notification that a communications emergency exists, members of the Madison County ARES will check into the Madison County DES/ARES net on the 146.865MHz FM repeater (PL tone 192.8) in Richmond with 146.715MHz FM repeater (PL tone 100.0) in Berea as an alternate frequency.
- 4.4 In the event of repeater failure NCS will transmit on the output frequency, simplex, and announce the alternate operation frequency.
- 4.5 Mobile units are activated and dispatched to agencies and/or areas requesting assistance.
- 4.6 The EC will assume net control or delegate another station as net control station (NCS).
- 4.7 NCS may or may not be located at the Madison County Emergency Operations Center (EOC), depending on the type of emergency that exists.
- 4.8 This station is designated as a "Key Station" and will be extensively utilized during a communications emergency. Key Stations have full emergency power capability with relief operators assigned to ensure continuous operation.

5. DUTIES OF NCS

- 5.1 The Madison County DES/ARES Net will be called to order by the NCS.
- 5.2 Members of the Madison County ARES are checked into the net from their mobiles and home stations to await further instructions.
- 5.3 Mobiles are dispatched as needed and or requested by agencies that request assistance.
- 5.4 Operators of home stations not on emergency power may be coordinated to effectively operate the "Key Stations" as required.

6. OPERATIONS

- 6.1 All written messages must be in standard ARRL form.
- 6.2 All messages must be signed by the official who originates them, with his title, taking responsibility for their contents.
- 6.3 Message precedences of EMERGENCY, Priority, Welfare and Routine as defined on ARRL form FDS-3, shall be used on all messages.
- 6.4 Stations do not transmit unless invited to do so by net control. The only exception to this is for a having EMERGENCY traffic.

7. DRILLS, TESTS AND ALERTS

- 7.1 An Annual test will be conducted in October in conjunction with the nationwide ARRL Simulated Emergency Test.
- 7.2 The Madison County ARES will regularly supply public safety communications in conjunction with local events, to test the effectiveness of the operation.
- 7.3 At the discretion of the EC, the Madison County ARES will be activated via the telephone tree at least once per year.

Suggested Emergency Equipment

The following is list of essential equipment related to emergency preparedness from an amateur radio standpoint.

1. Enough backup power to be able to work what ever equipment you choose as your primary emergency rig through the NCS or local repeater for a considerable length of time.
2. Some type of portable antenna that can be assembled with a minimum amount of effort and too one which possibly has enough gain to permit you to conserve power.
3. Some type of low current lighting such a grain-o-wheat lamps from Radio Shack that can be fabricated into convenient holder.
4. Pad of NTS traffic forms, paper and extra pencils.
5. State, City and County maps for reference.
6. List of phone numbers of local utility and public service phone numbers.
7. AM radio and/or weather radio.
8. Small tool kit with enough parts and pieces such as coax and connectors to make minor repairs to your own equipment should Murphy pay a short visit.
9. Personal first aid kit, flashlight and some extra batteries
10. Weather spotter's guide if you are a weather spotter.

This is by no means a required list of equipment but simply represents a general outline of those items that are of particular use in times of emergency.

The following is taken from chapter 9, revision B, of the Kentucky Emergency Response Plan. It is very important that each member has a complete understanding of these basic rules.

For the Kentucky Emergency Response Plan to be effective, a few simple, but important rules need to be followed. They will enable us to provide the best communications possible when a true, activated emergency exists which requires amateur radio support:

1. This is the most important! **DO NOT** act on your own to provide emergency communication. We must remember that we are to **ASSIST** the various served agencies only when called for. An unorganized, knee-jerk reaction to an emergency situation will create problems and damage our good will.
2. If you suspect that a potential emergency situation exists that would require amateur radio communication, please monitor the various assigned net frequencies for your area. If you suspect we may be needed, notify your local Emergency Coordinator or Assistant EC.
3. When a served agency needs our assistance, they usually alert designated amateur radio operators who are members of the Amateur Radio Emergency Service. Typically, this is the local Emergency Coordinator who has registered himself and other amateurs **IN ADVANCE** with the agencies seeking help.
4. Once called in by the served agency, the EC (or designated amateur) should notify the District Emergency Coordinator. The DEC will then notify the Section Emergency Coordinator, who in turn will notify the Section Manager.
5. Use only enough operators to get the situation under control.
6. The EC will normally assign an NCS for control of the local net which is to be designated as the "key station." This station will be used extensively during a communications emergency. Key station personnel should have full use of emergency power capability with adequate relief operators assigned to ensure continuous operation.
7. When an officially activated emergency net is in session, the **NET CONTROL IS THE BOSS**. Discipline is essential if operations are to go smoothly. **DO NOT TALK** unless specifically asked to do so.
8. If the emergency should cover more than the local area, the EC in charge may, at his option, ask for activation of additional traffic nets on a District or Section-wide basis. He will assign liaison stations to / from these nets.
9. All messages must be written traffic in standard ARRL form. It is **HIGHLY RECOMMENDED** that anyone taking emergency traffic should use the "emergency radiogram" format similar to the ARRL form FSD-244 which is intended for (H)ealth and (W)elfare traffic that is enclosed as a sample at the end of this chapter. This will give you a written, signed, and dated record of emergency traffic passed. This is invaluable as an audit trail and for later critique sessions.
10. All emergency and priority messages must be **SIGNED** by the official who originates them, with his title, taking responsibility for their contents.
11. Message precedence of (E)mergency, (P)riority, (W)elfare or (R)outine shall be used on **ALL** messages. The filing time of (E)mergency and (P)riority traffic is important and must be shown.
12. Stations do not transmit unless invited to do so by the net control. The **ONLY** exception to this is for a station having **EMERGENCY** traffic.
13. When the emergency is over, the Emergency Coordinator, or the amateur in charge, **MUST** file a report with the District Emergency Coordinator. The report should include a description of the traffic handled, duration of the net, participants, and agencies served. This will be invaluable during a critique session.

These rules are by no means the entire list; various others could possibly apply depending on the needs and procedures established by the agencies served and local emergency plans.

The American Radio Relay League has established a memorandum of understanding between
American National Red Cross
Associated Public Service Communications Officers
Federal Emergency Management Agency
National Communications System
National Weather Service
Salvation Army

In an effort to keep this document within reasonable size, these Memorandums Of Understanding have been omitted and are available form the County Emergency Coordinator as a separate set of documents.

Should you wish to have copies of these documents, feel free to request them.

RACES Operation

All members associated with the Madison County Amateur Radio Emergency Service, ARES, are also registered as Radio Amateur Civil Emergency Service, RACES, operators.

The RACES Manual for Madison County contains information which in most cases, parallels the information contained in this document. In a effort to keep this manual to a minimum in size and satisfy the requirements of RACES and the Federal Emergency Management Agency, FEMA, is, within itself it's own reference manual.

The RACES manual for Madison County is a separate document and may obtained from the County RACES Officer or the County Emergency Coordinator.

I. GENERAL

The Madison County Weather Net is for reporting destructive storms or other severe, unusual or abnormal weather conditions. All members of the Madison County ARES should monitor the 146.865MHz FM repeater for call-up advisories, or the 146.715MHz FM repeater in Berea whenever a severe weather condition is apparent or appears to be developing.

The Madison County Weather Net plan will be implemented in the following order.

1. Non-Alert Readiness - The Emergency Coordinator (EC), or any of the assistant ECs based on his or her judgment, may inform stations via the 146.865MHz FM repeater that a severe weather condition may soon develop and request that all stations keep their transmissions as short as possible and allow several seconds between transmissions so that other stations may break in if necessary. This should be given as an informal advisory and not as a request to clear the frequency, but rather to keep the frequency reasonably open.
2. Stand-By Alert - This alert is sounded by the EC assistant ECs or Net Control Station specifically designated by the EC or an assistant EC to issue the alert for a particular situation. This action is taken when the Nation Weather Service has issued a watch or warning for Madison county or counties adjacent to Madison county including Garrard, Fayette, Jessamine, Rockcastle Estill and Jackson.
3. Emergency Alert - This alert is issued by the EC or assistant EC or a Net Control Station specifically designated by the EC or assistant EC to do so. A directed net is established on the 146.865MHz FM repeater participating stations are directed to check in, and information requested by the National Weather Service is provided as well as the times at which that information is to be reported.

II. OPERATION PROCEDURES

The EC or assistant EC or net control station will execute the following procedure:

1. Issue a Standby Alert on the 146.865MHz advising all stations the Madison County Weather Net is being established on the 146.865 MHz and in the event of repeater failure, the net will be moved to the 146.715 MHz FM repeater in Berea. If the alert is issued while the Net Control Operator is enroute to the operations location to establish the net, an estimate of the time when the net will be established should be given. The following call up message will be read over the repeater:
 “THIS IS _____ (your call), net control station for the Madison County ARES weather net. A Standby Alert is hereby issued in preparation for establishing the Madison County Weather Net. All stations are requested to monitor this frequency for additional information. The Madison County Weather Net will be established at (approximately) _____ (time). This _____ (your call) Out”
2. Issue an Emergency Alert and establish the Madison County Weather Net and Read the following message on the 146.865MHz FM repeater:
 “This is _____ (your call given phonetically), Madison County ARES, establishing the Madison County Weather Net at _____ (time). This is a directed net and all communications will be carried out at the direction of this Net Control Station. Only stations with EMERGENCY TRAFFIC should break into this net. The purpose of this net is to provide information to the National Weather Service in accordance with their requests. I will now take check-ins from those stations monitoring this frequency. Please give your location and if you are fixed or mobile operation and if you are a Weather Spotter please indicate so.
3. Remind all stations to monitor the frequency but do not call unless they have EMERGENCY TRAFFIC or IMPORTANT INFORMATION relating to the alert.
4. When stations are reporting information, be certain that the location of the reporting station is stated. Well-Known areas of the county (rather than street addresses) should be specified, eg, Commonwealth Hall, Eastern Campus. After each report is given, the Net Control Operator shall relay the report by telephone to the National Weather Service at 1-253-0105.
5. Identify the Net periodically as follows:
 “This is _____ (your call) Net Control Station for the Madison County ARES, conducting the Madison County Weather Net. (ALSO repeat the reminder in paragraph 3 above).”
6. Keep track of all stations participating in the Net and the information reported by them. If reports of any unusual weather phenomena are received, eg, funnel clouds aloft or tornado touchdown, ask if any other station in the same area can confirm the sighting.
7. Hold all reporting stations to short, abbreviated communications limited to the requested information only. Keep NCS transmissions as short as possible and allow for breakers during communications with reporting stations.
8. When the National Weather Service indicates that Operation SKYWARN Weather Watch is no longer needed or the possibility of severe weather has ceased, secure the Net. The Net is secured by reading the following message:
 “This is _____ (your call) Net Control Station for the Madison County ARES, thanking all stations who have participated in this Weather Net. Your help has been greatly appreciated. All stations may now secure. This net is now secured at _____ (time). This is _____ (your call) Out”

CQ CQ for the Madison County ARES net.

This is a directed net and all stations are asked to transmit only at the direction of the net control station.
The net control station for this session is [CALLSIGN] my name is [YOUR NAME] and I am in [YOUR CITY]

The purpose of this net is to organize, coordinate and promote the the Amateur Radio Emergency Service program in Madison County. If you are interested in becoming an A.R.E.S. member, give this information to net control when checking in or your county emergency coordinator.

Does anyone have any EMERGENCY OR TIME VALUE TRAFFIC for the net?

If at anytime during the net there is emergency or priority traffic please call BREAK BREAK and the frequency will be cleared and the net control station will give assistance as needed.

Does anyone have any FORMAL TRAFFIC for the net?

Mobile stations wishing to check in to the Madison County A.R.E.S. Net please call now.

At this time we will now take regular checkins. This is [CALLSIGN] calling all stations in the repeater coverage area.

Are there any additional stations wishing to check in to the Madison County ARES net? Please call at this time.

Does anyone have any information they would like to bring before the net?.

Is there anything to come before the net before we close?.

This is [CALLSIGN] now closing the Madison County A.R.E.S. net and thanking each of you for your participation. We will now turn the frequency back to regular amateur use, this is [YOUR CALL] now clear.

Section Manager: William L. Uschan, K4MIS 502-695-1885
 803 Forest Hill Drive 502-564-4885
 Frankfort, Kentucky 40601

Section Emergency Coordinator: Ron Dodson 270-496-4654
 2265 Highway 276 270-943-4547
 Webster, KY 40176-7314

ARRL ARES District 13 Staff

District 13 Emergency Coordinator Craig Still, N4CQR 859-986-3281
 209 Forest Street
 Berea, Kentucky 40403

Bourbon County Emergency Coordinator: Jeff Sanders, KE4OOS 859-987-1614
 442 Mountain View Drive
 Paris Kentucky 40361

Clark County Emergency Coordinator: Stuart Raney, KEOMS 859-744-1945
 5109 Colby Road
 Winchester, KY 40391

Estill County Emergency Coordinator: Ernest Farmer, AD4RU
 142 Cherry Street
 Irvine, KY 40336

Fayette County Emergency Coordinator: Ron Ritchie, KF4MOM 859-266-2264
 2075 Fairmont Court
 Lexington, KY 40502

Harrison County Emergency Coordinator: Eddie Lutes, KF4OIR 859-234-6250
 310 Rain Tree Court
 Cynthiana, KY 41031

Madison County Emergency Coordinator Martin Hensley 859-986-1254
 56 Central Avenue 859-254-7573
 Berea, KY 40403-1822 859-527-2088

Nicholas County Emergency Coordinator: VACANT

Powell County Emergency Coordinator: VACANT

Scott County Emergency Coordinator Ted L. James, WD4KYD 502-864-4533
 257 Midway Road
 Georgetown Kentucky 40324-9419

Madison County ARES Staff

Section Emergency Coordinator	Ron Dodson, KA4MAP 2265 Highway 376 Webster, KY 40176-7314	270-496-4654 270-943-4547
District 13 Emergency Coordinator	Craig Still, N4CQR 209 Forest Street Berea, KY 40403	859-986-3281
Madison County Emergency Coordinator	Martin Hensley 56 Central Avenue Berea, KY 40403-1822	859-986-1254 859-254-7573 859-527-2088
Assistant Emergency Coordinator	Tony Grant Post Office Box 148 Waco KY 40385	859-369-5708 800-596-4822
Madison County RACES Officer:	Martin Hensley 56 Central Avenue Berea, KY 40403-1822	859-986-1254 859-254-7573 859-527-2088

A.R.E.S. / R.A.C.E.S. ADMINISTRATION

Craig Still, N4CQR, DEC District 13
Martin Hensley, KF4EBC, E.C.
Tony Grant, KO4UI, Logistics AEC
Paul Mitchell, N4DUE, 13th District RACES Director
Martin Hensley, Madison County RACES Officer

DES, CSEPP, CD, OPERATORS

Martin Hensley, KF4EBC
Glenn Foley, KO4OL
Craig Still, N4CQR
Darryl Jordan, KG4AOF

EMERGENCY H.F. OPERATIONS

Terry Holman, AC4PY
Tony Grant, KO4UI
Glenn Foley, KO4OL

PUBLIC SERVICE EVENT COORDINATION COMMITTEE

Martin Hensley, KF4EBC

MADISON COUNTY A.R.E.S. NET MANAGER

Martin Hensley, KF4EBC

NATIONAL TRAFFIC SYSTEM (NTS) LIAISON

Craig Still, N4CQR
Glenn Foley, KO4OL

AIR FORCE MARS LIAISON

NONE ASSIGNED

ARMY MARS LIAISON

NONE ASSIGNED

EMERGENCY OPERATIONS FREQUENCY ASSIGNMENT COORDINATORS

Craig, Still, N4CQR

MADISON COUNTY A.R.E.S. PLANNING & IMPLEMENTATION COMMITTEE

Tony Grant, KO4UI
Martin Hensley, KF4EBC

RAA13M01	N4CQR AEC	Craig Still 209 Forest Street Berea, KY 40403-1711	H: (859) 986-3281 W: (859) 624-7717 E-mail: n4cqr@arrl.net
RAA13M02 5/4/93	KO4UI AEC	Tony Grant PO Box 148 Waco, KY 40385	H: (859) 369-5708 W: (859) 624-7329
RAA13M05 5/4/93	AC4PY	Terry Holman 156 Norton Drive Richmond, KY 40475	H: (859) 623-1711 W: (859) 268-1150
RAA13M28 12/9/95	KF4EBC EC	Martin Hensley 56 Central Avenue Berea, KY 40403-1822	H:(859) 986-1254 W: (859) 254-7573 E-mail: kf4ebc@arrl.net
RAA13M33 10/31/94	KE4ISW	Mike Rogers 144 Allen Douglas Drive Richmond, KY 40475	H:(859) 624-9156
RAA13M34		Sandra Still 209 Forest Street Berea, KY 40403-1711	H:(859) 986-6199 W: (859) 243-2683 E-mail: n4cqr@arrl.net
RAA13M35	KF4KEF	Steve Moore 161 East Haiti Road Berea, KY 40403	H:(859) 986-3228 W: (859) 741-0140
RAA13M37 6/16/97	KO4OL	Glenn Foley 120 Johnson Road Berea, KY 40403	H:(859) 986-0948 W: (859) 624-4787 E-mail: gafoley@pcsystems
RAA13M40 3/10/95	KE4WOR	Robert New 409 Brown Street Berea, KY 40403	H: (859) 986-7928
RAA13M42	KG4IOT	Mark Tussey 109 Hickory Drive Richmond, KY 40475	H:(859) 624-0073 E-mail: kg4iot@arrl.net

Madison County Judge Executive:	Kent Clark Madison County Court House Main Street Richmond Kentucky 40475	859-624-4700 859-623-8847
Kentucky Disaster and Emergency Services:	Logan Weiler, Area 13 Coordinator 4201 Parkers Mill Road Lexington Kentucky 40513-5138	859-254-2532 502-564-8657 859-233-7341
Madison County Civil Defense:	Madison County EOC 560 South Keenland Drive Richmond Kentucky 40475	859-624-4787 859-623-2802
Kentucky National Guard:	206th Engineering Battalion Highway 52 Richmond Kentucky 40475	859-623-1692
Madison County Red Cross:	Vanda Dalton, Director 427 Chestnut Street Berea, Kentucky 40403	859-986-4221 859-527-1311
Salvation Army:	Lt. David Grigsby 617 East Main Street Richmond Kentucky 40475	859-624-5826 859-623-5534
Madison County Sheriff:	Cecil Cochran, Sheriff Madison County Courthouse Main Street Richmond Kentucky 40475	859-623-1511 859-623-5237
Madison County Rescue Squad:	Charles Stiles 114 Rice Court Richmond Kentucky 40475	859-623-1549 859-623-4385
Chemical Stockpile Preparedness Program:	Lance Neal, CSEPP Planner 560 South Keenland Drive Richmond Kentucky 40475	859-624-4787 859-623-2802
Radio Amateur Civil Emergency Service:	Martin Hensley 56 Central Avenue Berea, KY 40403-1822	859-986-1254 859-254-7573 859-527-2088

Any life-threatening emergency	911			
<i>Ambulance Service</i>				
Madison County EMS	623-1331			
<i>Police Departments</i>				
Berea Police	986-8456			
Richmond Police	623-8911			
Ky State Police	623-2404			
Berea College Security	986-8456			
EKU Police	622-2821			
<i>Fire Department</i>				
Berea Fire	986-3041			
Richmond Fire	623-2411	(station #2 East Main)	623-6506	(station #3 Kit Carson Drive) 623-
6470				
Madison County Fire	623-4122			
<i>Sheriff Department</i>				
Madison County	623-1511			
<i>Hospitals</i>				
Berea Hospital	986-3151			
Pattie A. Clay Hospital	632-3131			
Poison Control Center	800-722-5725			
<i>Utilities Departments</i>				
Berea College Electric & Water	986-4611			
Delta Natural Gas (Berea)	986-4291	(emergency) 1-800-432-077		(emergency) 1-800-262-2012
Richmond Water & Gas	623-2323			
R.E.C.C.	623-1582	(Nicholasville Hdqtrs.).....	623-0090	
Kentucky Utilities	623-1586			
<i>Miscellaneous</i>				
FBI	1-233-2453			
Forest Fire	0+502-535-7741			
NWS	1-253-0105			
Toxic & Oil Spills	1-800-424-8802			
Bargers	623-5169			
Hamms BP	623-0604			
McMahans	986-3466			
Powells BP	986-1842			

A.R.E.S Simplex Frequencies

AREA 13

November 6, 1998

COUNTY	COMMON	COUNTY SIMPLEX
Powell	146.550MHz	144.910MHz
Estill	146.550MHz	147.420MHz
Scott	146.550MHz	147.460MHz
Harrison	146.550MHz	144.930MHz
Nicholas	146.550MHz	146.410MHz
Burbon	146.550MHz	147.520MHz
Fayette	146.550MHz	146.490MHz
Clark	146.550MHz	146.450MHz
Madison	146.550MHz	147.570MHz

AREA 14

November 6, 1998

COUNTY	COMMON	COUNTY SIMPLEX
Anderson	146.550MHz	146.480MHz
Boyle	146.550MHz	147.550MHz
Franklin	146.550MHz	144.950MHz
Garrard	146.550MHz	144.960MHz
Lincoln	146.550MHz	146.440MHz
Mercer	146.550MHz	144.950MHz
Woodford	146.550MHz	147.450MHz
Jessamine	146.550MHz	144.920MHz

Phonetic Alphabet

A: Alpha	. _	W: Whiskey	. _ _
B: Bravo	_ ...	X: X-ray	_ .. _
C: Charlie	_ . . .	Y: Yankee	_
D: Delta	_ ..	Z: Zulu	_ _ . .
E: Echo	.	1:	. _ _ _ _
F: Foxtrot	.. _ .	2:	.. _ _ _
G: Golf	_ _ .	3:	... _ _
H: Hotel	4: _
I: India	..	5:
J: Juliet	. _ _ _ _	6:	_
K: Kilo	_ . _	7:	_ _ ...
L: Lima (leema)	. _ ..	8:	_ _ _ . .
M: Mike	_ _	9:	_ _ _ _ .
N: November	_ .	10:	_ _ _ _ _
O: Oscar	_ _ _ _	period:	. _ . . . _
P: Papa	. _ _ .	comma:	_ _ . . _ _
Q: Quebec(kaybec)	_ _ . . _	question mark:	.. _ _ . .
R: Romeo	. _ .	semicolon:	_
S: Sierra	...	colon:	_ _ _ . .
T: Tango	_	hyphen:	_
U: Uniform	.. _	apostrophe:	. _ _ _ . .
V: Victor	... _		

Time Conversion Table

UTC	EDT	CDT/EST	MDT/CST	PDT/MST	PST
0000*	2000	1900	1800	1700	1600
0100	2100	2000	1900	1800	1700
0200	2200	2100	2000	1900	1800
0300	2300	2200	2100	2000	1900
0400	0000*	2300	2200	2100	2000
0500	0100	0000*	2300	2200	2100
0600	0200	0100	0000*	2300	2200
0700	0300	0200	0100	0000*	2300
0800	0400	0300	0200	0100	0000*
0900	0500	0400	0300	0200	0100
1000	0600	0500	0400	0300	0200
1100	0700	0600	0500	0400	0300
1200	0800	0700	0600	0500	0400
1300	0900	0800	0700	0600	0500
1400	1000	0900	0800	0700	0600
1500	1100	1000	0900	0800	0700
1600	1200	1100	1000	0900	0800
1700	1300	1200	1100	1000	0900
1800	1400	1300	1200	1100	1000
1900	1500	1400	1300	1200	1100
2000	1600	1500	1400	1300	1200
2100	1700	1600	1500	1400	1300
2200	1800	1700	1600	1500	1400
2300	1900	1800	1700	1600	1500
2400	2000	1900	1800	1700	1600

Message Priority Code, Public Service

PRIORITY 1	Lives endangered-immediate response required
PRIORITY 2	Lives endangered-fast response required
PRIORITY 3	Timely operational response required
PRIORITY 4	Routine Data and logistics messages

Message Priority Code, Amateur Radio

EMERGENCY	Any message having life or death urgency to any person, persons or property which is transmitted via amateur radio in the absence of regular communications facilities.
PRIORITY	Any important message having a specific time limit. Any official message not covered under the Emergency category.
WELFARE	Any message which is an inquiry as to the health and welfare of an individual in a disaster area or an advisory or reply from a disaster area that indicates all is well.
ROUTINE	General traffic. During a disaster situation, ROUTINE messages should be handled last.

Amateur Radio Q-Codes (for CW only)

QRG	Tell Me The Exact Frequency Of...	QSM	Shall I repeat my last message
QRH	Does my Frequency Vary?	QSN	Did you hear me?
QRI	How is the Tone of My Transmission or Intelligibility of My Signal	QSO	Can you communicate with___?
QRL	Are you busy?	QSP	Will you relay at is
QRM	Is my transmission being interfered with	QSU	Shall I send or reply on _____ frequency?
QRN	Are you troubled by static	QSV	Shall I send a series of V's
		QSW	Will you Send on this frequency?

- QRO Shall I increase Power
- QRP Shall I decrease Power
- QRQ Shall I send faster
- QRS Shall I send slower
- QRT Shall I stop transmitting
- QRU Do you have anything for me?
- QRV Are you ready
- QRW Shall I inform _____ you are call on _____?
- QRX When will you call me again
- QRZ Who is calling me?
- QSA What is the Strength of my signal
- QSB Are my signals fading
- QSD Are my signals mutilated
- QSG Shall I send_____ messages at this time?
- QSK Can you hear me between your signals
- QSL Can you acknowledge receipt of_____
- QSX Will you listen to_____ on _____M/KHz
- QSY Shall I transmit on another frequency
- QSZ Shall I send each word or group more than once?
- QTA Shall I cancel message number__?
- QTB Do you agree with my counting of words?
- QTC How many messages do you have to send?
- QTH What is your location now?
- QTR What is the correct time?

Amateur Radio CW Codes

AA	All After	N	No
AB	All Before	NCS	Net Control Station
ABT	About	ND	Nothing Doing
ADR	Address	NIL	Nothing
AGN	Again	NM	No More
ANT	Antenna	NR	Number
BCI	Broadcast Interference	NW	Now
BCL	Broadcast Listener	OB	Old Boy
BK	Break	OC	Old Chap
BN	All Between; Been	OM	Old Man
BUG	Semi-Automatic Key	OP	Operator
B4	Before	OT	Old Timer
C	Yes	PBL	Preamble
CFM	Confirm	PSE	Please
CK	Check	PWR	Power
CL	Closing My Station	PX	Press
CLD	Called	R	Received
CLG	Calling	RX	Receiver
CQ	Calling Any Station	REF	Referring; Refer To
CUD	Could	RFI	RF Interference
CUL	See You Later	RIG	Station
CUM	Come	RPT	Repeat
CW	Continious Wave	RTTY	Radioteletype
DLD	Delivered	SED	Said
DR	Dear	SIG	Signature
DX	Distant	SINE	Operator's personal
ES	And	T	Zero
FB	Fine Business	TFC	Traffic
FM	Frequency Modulation	TMW	Tomorrow
GA	Go Ahead	TNX	Thanks
GB	Good Bye	TT	That
GBA	Give Better Address	TXT	Text
GE	Good Evening	UR	You Are
GG	Going	VY	Very
GM	Good Morning	WA	Word After
GN	Good Night	WB	Word Before
GND	Ground	WD	Word
GUD	Good	WL	Well
HI	Laugh	WUD	Would
HR	Here	WX	Weather
HV	Have	TX	Transmitter
HW	How	YF	Wife
LID	Poor Operator	YL	Young Lady
MA	Milliamperes	XYL	Ex-Young Lady
MSG	Message		

Transmitting Numbers

1 - WUN	6 - SIXX
2 - TOO	7 - SEV-VEN
3 - TH-R-EE	8 - ATE
4 - FO-WER	9 - NIN-ER
5 - FIE-YEV	10 - WUN ZEE-ROW

Kentucky Utilities	48.3000	48.3000
Madison County Airport	122.8000	122.8000
Federal Emergency Management Agency	138.2250	138.2250
Ky National Guard	139.3500	139.3500
Federal Emergency Management Agency	139.4500	139.4500
Federal Emergency Management Agency	139.4500	139.4500
Ky National Guard	142.3500	142.3500
Federal Emergency Management Agency	142.4000	142.4000
Ky National Guard	143.0000	143.0000
Amateur Radio Repeater, Hall's Gap	144.5700	145.1700
Amateur Radio Repeater, Nicholasville	144.8900	145.4900
Amateur Radio Repeater, Stanton	144.6900	145.2900
Amateur Radio Repeater, Richmond	146.2650	146.8650
Amateur Radio Repeater, Lancaster	146.1300	146.7300
Amateur Radio Repeater, Irvine	146.2200	146.8200
Amateur Radio Repeater, Winchester	147.7200	147.1200
Civil Air Patrol	148.1500	148.1500
Civil Air Patrol	149.9250	149.9250
Madison County Ambulance Service	151.4600	151.4600
Jackson County R.E.C.C.	153.6800	153.6800
Jackson County R.E.C.C.	153.6950	153.6950
City Of Berea	154.0850	154.0850
Berea Rescue Squad	154.2200	154.2200
Richmond City Fire Department	154.2350	154.2350
Madison County 911 Dispatch	154.3100	154.3100
Madison County Fire Department	154.3100	154.3100
Berea City Fire Department	154.3100	154.3100
Madison County	154.4000	154.4000
Madison County Rescue Squad	154.5150	154.5150
City Of Richmond	154.7100	154.7100
Richmond City Police	154.7850	154.7850
Irvine City Police	155.0100	155.0100
Irvine City Police	155.1300	155.1300
Berea City Police	155.1300	155.1300
Madison County EMS	155.2200	155.2200
Madison County Ambulance To Hospital	155.3400	155.3400
Rockcastle Hospital	155.3400	155.3400
Berea City Police	155.3700	155.3700
Richmond City Police	155.5500	155.5500
Irvine City Police	155.5500	155.5500
Berea City Police	155.5500	155.5500
E.K.U. Police	155.6400	155.6400
Madison County Sheriff	155.6850	155.6850
Berea City Police	155.6850	155.6850
Mckee City Police	155.6850	155.6850
Berea City Police	155.7700	155.7700
City Of Richmond	155.8200	155.8200
Berea City Police	155.9100	155.9100
Blue Grass R.E.C.C.	158.1300	158.1300
Clark County R.E.C.C.	158.1300	158.1300
Berea College Electric & Water Util.	158.1900	158.1900
Berea City Police (primary)	158.7900	158.7900
Richmond Water And Gas	158.8350	158.8350
Lexington Weather	162.4000	162.4000
Somerset Weather	162.5500	162.5500

Amateur Radio Repeater, Lexington	449.7250	444.7250
Amateur Radio Repeater, Lancaster	449.7750	444.7759
Amateur Radio Repeater, Lexington	449.8500	444.8500
Amateur Radio Repeater, Nicholasville	449.9750	444.9750
American Red Cross	451.9000	451.9000
American Red Cross	452.2250	452.2250
Jackson County Public Works	458.0625	453.0625
Berea Sewer Commission	458.7000	453.7000
American Red Cross	456.9000	456.9000
American Red Cross	457.2250	457.2250
Kingston-Terrill Water District	469.9000	464.9000
Berea College Physical Plant	466.5750	466.5750
Madison County 800mHz system	853.4875	853.4875
Madison County 800mHz system	856.7375	856.7375
Madison County 800mHz system	857.7375	857.7375
Madison County 800mHz system	858.7375	858.7375
Madison County 800mHz system	859.7375	859.7375
Madison County 800mHz system	860.7375	860.7375

APCO Public Service 10-Codes

- 10-1 Signal Weak
- 10-2 Signal Good
- 10-3 Stop Transmitting
- 10-4 OK
- 10-5 Relay to _____
- 10-6 Busy
- 10-7 Out of Service
- 10-8 In Service
- 10-9 Repeat
- 10-10 Negative
- 10-11 On Duty
- 10-12 Standby (Stop)
- 10-13 Weather/Road Conditions
- 10-14 Message/Information
- 10-15 Message Delivered
- 10-16 Reply to Message
- 10-17 Enroute
- 10-18 Urgent
- 10-19 Contact (in Contact with)
- 10-20 Location
- 10-21 Call by Phone
- 10-22 Disregard
- 10-23 Arrived at scene
- 10-24 Assignment Completed
- 10-25 Report to/Meet with
- 10-26 Estimated Time of Arrival
- 10-27 License/Permit information
- 10-28 Ownership Information
- 10-29 Records Check
- 10-30 Danger/Caution
- 10-31 Pickup
- 10-32 _____ Units Needed
- 10-33 Emergency Traffic
- 10-34 Time
- 10-35 RESERVED
- 10-36 RESERVED
- 10-37 RESERVED
- 10-38 RESERVED
- 10-39 RESERVED

- 10-1 Receiving Poorly
- 10-2 Receiving Well
- 10-3 Stop Transmitting
- 10-4 OK
- 10-5 Relay to _____
- 10-6 Busy
- 10-7 Out of Service
- 10-8 In Service
- 10-9 Repeat
- 10-10 Out of Service/Subject to Call 10-12 Visitor
- 10-13 Weather/Road Conditions 10-14 Escort or Transport
- 10-15 Prisoner
- 10-18 Complete Current Assignment ASAP 10-20 Location
- 10-23 Stand-By
- 10-24 Trouble at Station
- 10-25 Do you have contact with _____?
- 10-29 Check stolen/wanted files
- 10-30 Does not conform to Regulations
- 10-31 Traffic Stop (EKU Police only)
- 10-32 Breath Analysis Operator
- 10-33 Emergency Traffic
- 10-35 Confidential
- 10-36 Time
- 10-45 Non Injury Accident
- 10-46 Injury Accident
- 10-47 Vehicle Registration Check
- 10-57 DUI
- 10-58 Drunk in Public Place
- 10-59 Drink in Private Place
- 10-66 Stand-by for message cancellation
- 10-70 Net Message
- 10-88 Telephone Number
- 10-97 Arrived at Scene
- 10-98 Completed Last Assignment
- 10-100 All Units Copy

EKU Police

- 10-31 Traffic Stop
- 10-51 Wrecker
- 10-90 Restroom Break
- 10-99 Building Check
- 10-100 Bomb Threat

- Sig. 1 Home/Residence
- Sig. 2 Report to
- Sig. 3 Message/Traffic/Item
- Sig. 4 Station (return to)
- Sig. 5 Lunch Break
- Sig. 6 Call by Phone
- Sig. 7 Need Help
- Sig. 8 Disregard
- Sig. 8 1/2 Emergency (Use lights Only)
- Sig. 9 Emergency (Use light & siren)
- Sig. 10 Confidential (wanted person /vehicle)
- Sig. 32 Alarm Sounding
- Sig. 33 Attempt to Contact
- Sig. 34 Attempt to Locate
- Sig. 36 Assist Office or Unit
- Sig. 40 Complainant or reporting person
- Sig. 41 Jail
- Sig. 46 Fight
- Sig. 47 Fire
- Sig. 48 Firearm Discharge
- Sig. 50 First Aid
- Sig. 51 Injured Animal
- Sig. 52 Injured Person
- Sig. 53 In Progress
- Sig. 54 Juvenile
- Sig. 55 Theft
- Sig. 58 Person Down
- Sig. 63 Prowler/Burglary
- Sig. 65 Reckless Driving
- Sig. 68 Robbery
- Sig. 70 Shooting
- Sig. 73 Storm Damage
- Sig. 74 Suspicious Person(s)
- Sig. 75 Suspicious Vehicle(s)
- Sig. 76 Traffic Control
- Sig. X Restroom

EKU Police

- Sig. 75 Sex Crime

CODE 1 Arrest Made
CODE 2 Warrant / Process
CODE 3 Ambulance
CODE 4 Help or Assistance
CODE 7 Car Towed
CODE 8 Citation Issued
CODE 9 False Alarm
CODE 10 Gone on Arrival
CODE 11 County (Madison Co.)
CODE 12 No Emergency
CODE 13 No Report
CODE 15 Report Filed
CODE 16 Hospital
CODE 18 Unable to locate
CODE 20 Wrecker (req. by owner)
CODE 21 Wrecker (req. by officer)
CODE 23 Will Report Later
CODE 27 Shoplifter
CODE 28 Bomb Threat
EKU Police
CODE 1 No Emergency
CODE 2 Use Lights Only
CODE 3 Emergency (Use Light & Siren)
CODE 4 Officer Needs Help

Through a Memorandum of Understanding signed February 23rd 1995, The Madison County ARES will provide support communications to, and work with, the American Red Cross, Daniel Boone Chapter.

This document sets forth an activation and implementation plan as agreed on January 3rd, 1996 and shall be in effect until such time as the Memorandum of Understanding is terminated by either party upon 90 days written notice.

The parties having met January 3rd 1996 to implement this plan are:

CHAPTER CHAIRMAN:

Norman Dean, Jr.,

126 Kaye Street

Berea, Kentucky 40403

SHELTER CHAIRMAN:

Marty Hensley

56 Central Avenue

Berea, Kentucky 40403

EMERGENCY COORDINATOR:

Craig Still

209 Forest Street

Berea, Kentucky 40403

DISASTER COMMITTEE CHAIRMAN:

Doug Pratt

100 Rash Road, APT. #55

Berea, Kentucky 40403

CHAPTER DIRECTOR:

Vanda Dalton

316 Forest Street

Berea, Kentucky 40403

ASSISTANT EMERGENCY COORDINATOR:

Robert Anthony Grant

Post Office Box 148

Waco, Kentucky 40385

RED CROSS SHELTER COMMUNICATIONS

IMPLEMENTATION

When the Red Cross Chapter opens a shelter or shelters in the Madison County area, the Madison County ARES will provide support communications through Amateur Radio. The goal is to have Amateur Radio communications between shelters and/or disaster sites to further enhance the communication abilities of the local Red Cross chapter.

The local Red Cross chapter shall provide to Madison County ARES members, identification badges as outlined in FSD-45 (786), Memorandum of Understanding as outlined in section IV, item 6.

ACTIVATION

LOCAL RED CROSS CHAPTER

|

EMERGENCY COORDINATOR

or

ASSISTANT EMERGENCY COORDINATOR

|

MADISON COUNTY ARES MEMBERS

The local Red Cross chapter will contact the county Emergency Coordinator (EC) or Assistant Emergency Coordinator (AEC) and indicate their need for Amateur communications.

Once activated, the EC or AEC will be told where an Amateur is to report and to whom they are to report. Upon such notification the EC or AEC may report, or dispatch an available Amateur, to report to the shelter or disaster site, depending on location and conditions.

Upon arrival at the shelter or disaster site the Amateur will generate 1 piece of formal traffic for the Section Emergency Coordinator (SEC) indicating Red Cross activation. This message shall contain the name of the Shelter or Site Coordinator, the Location of the Shelter or Site and any contact details (this message may be transmitted to the county EC or AEC if neither is a respondent; rather than the SEC. In which case the EC or AEC will forward this information to the SEC).

AEC	Assistant Emergency Coordinator
ARES	Amateur Radio Emergency Service
CD	Civil Defence
CSEPP	Chemical Stockpile Emergency Preparedness Program
CTCSS	Continuous Tone Coded Squelch System
DEC	District Emergency Coordinator
DES	Disaster & Emergency Services
DTMF	Dual-Tone Multi-frequency
EC	Emergency Coordinator
FEMA	Federal Emergency Management Agency
HF	High Frequency
HT	Handi-Talkie
IPP	In-place Protection
IRZ	Immediate Response Zone
KHZ	Kilohertz
LBADR	Lexington Bluegrass Army Depot, Richmond
LF	Low Frequency
MARS	Military Affiliate Radio Service
MF	Medium Frequency
MHZ	Megahertz
NCO	Net Control Operator
NTS	National Traffic System
ANCO	Alternate Net Control Operator
PAZ	Protective Action Zone
RACES	Radio Amateur Civil Emergency Service
SEC	Section Emergency Coordinator
STM	Section Traffic Manager
SM	Section Manager
TCP	Traffic Control Point
UHF	Ultra-High Frequency
VHF	Very-High Frequency
SHF	Super High Frequency