

MARKHAM NEIGHBORHOOD EMERGENCY TEAM OPERATION PLAN

1. Disaster Responsibility:

Upon discovery of a citywide or larger disaster, members of Markham NET (MK-NET) will:

- Check themselves and their household for injuries and see that their home is properly secured.
- Notify their out of area contact.
- Check their immediate neighbors for injuries and see that homes are properly secured.
- Begin the established team communication protocols. (See Section 2)
- Gather their individual PPE and NET kits.

2. Communication Protocols:

- Members will attempt to contact fellow team members via landlines or cell phones. Following negative results, attempt the use of FRS radios.
- If use of the phone tree is possible, report the results to Team Leader (TL).
[do we want/need a phone tree? what would "results" be?]
- Follow PBEM protocol regarding activation, including self-activation, the Markham NET (MK-NET) staging area – Habitat for Humanity site (former Capitol Hill United Methodist Church) at 2401 SW Taylors Ferry Rd. – bringing all necessary NET personal equipment.

3. Deployment:

- Follow PBEM protocol regarding activation, including self-activation. If appropriate, or requested by TL, report to MK-NET staging area.
 - Primary Staging Area: Habitat for Humanity site (former Capitol Hill United Methodist Church) at 2401 SW Taylors Ferry Rd.
 - Backup: Antioch Church at 10558 SW 35th Ave.
- On the way to the staging area, use form 1-damage assessment form, note damage and destruction in brief form.
- While proceeding to the staging area, bring any available SUV's with you. Later check them in and assign them to appropriate tasks.
- If you are the first to arrive, check the area for safety.

4. Onsite staging Protocols:

- First NET member on site will determine if primary site is safe. If not, post sign (where, how) and proceed to secondary location.
- First NET member on site serves as Incident Command (IC) until TL or Assistant TL arrive on scene.
- Open the team storage locker to ready supplies.
- Check in team members as they arrive on the scene.
- Set up operating hours, to be determined by staffing levels, weather, type of disaster, PBEM direction and perceived safety and security needs.

- Begin to establish function at the staging area, a) sign-in members and SUV's, b) medical and triage c) supply area d) morgue e) waste and garbage f) _____ g) assignment area h) rest and information area.
- Collect all forms.
- The first ARO on scene should attempt to establish radio communication with PBEM to report team status and to request further instructions. Also ARO will contact EOC/ PFB station 18, frequency. When possible, ARO should check in with neighboring NETS (list via cell or FRS).

5. SUVs staging:

Volunteer check-in area will be set up and maintained. Assign NET member to manage the SUVs, find out about their individual skill sets, assign and delegate tasks appropriate to SUVs.

6. Hazards or potential issues in Markham NET area:

- Natural gas lines throughout the entire MK-NET
- Schools:
- Business:
- Multi-family dwellings:
- Natural Hazards: (creeks?)

7. Important Locations:

- Markham BEECN: Holly Farm Park at 10819 SW Capitol Hwy
- MK-NET affiliate fire station: Station 18 at 8720 SW 30th Ave
- Health Clinics:
- Veterinary Clinics:

8. Stand Down:

Upon direction from PBEM, or if circumstances being such that MK-NET is required to make the decision the IC on location will give the command to stand down, ending either temporarily or permanently, the work at the staging area.

Stand Down will entail:

- Notification of PBEM
- Notification of all team members
- Notification of Station #18 – PFB
- Collection of all NET forms
- Tear down, inventory and storage of all NET equipment, also secure and identifying all SUV donated equipment.
- Check on the rehab of all NET staff.

Appendix

MK-NET OPS plan assignments:

- Co- Team Leads: Phil Ford, Donna Herron
- HAM Operator: Janet Bell-Van Ness