

# INCIDENT BRIEFING (ICS 201) (ARES)

<b>1. Incident Name:</b> Field Day 2025	<b>2. Incident Number:</b> 004-2025	<b>3. Date/Time Initiated:</b> Date: June 26 Time: 9AM (setup)
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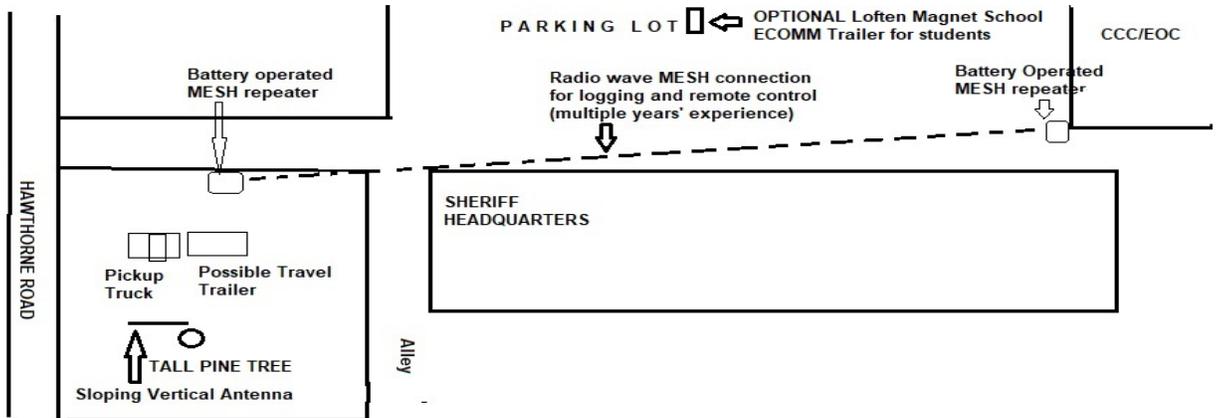
**4. Map/Sketch** (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment):



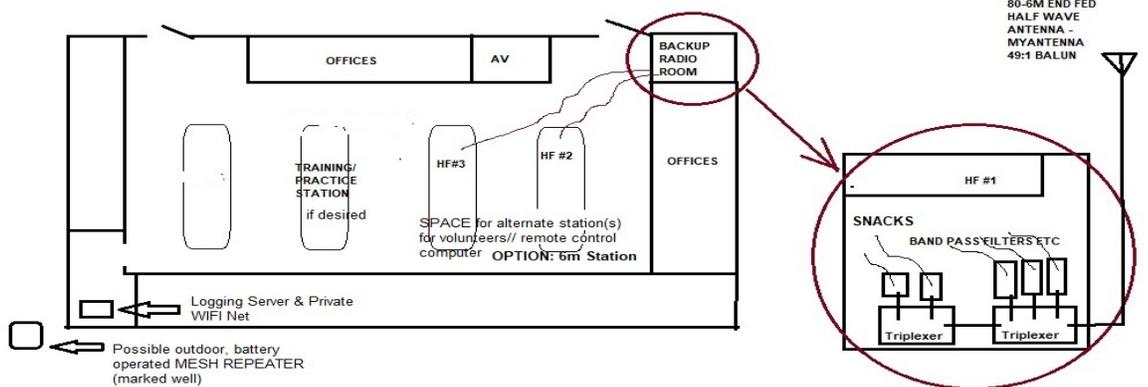
Event to be held at (1) **Alachua County EOC backup radio room and conference room.** Three radio stations in EOC simulating disaster base camp radio installations; (2) **Grassy Field Parking Lot Travel Trailer /Pine Tree Wire Antenna (4th Station)** with generator (Possible also 6m station and Satellite Efforts) (3) **Tower Trailer** parked rear of EOC. All situations managed to reduce impact on normal parking/movement. (Loften effort canceled 2° no interest.)

Majority of our participants are **BADGED VOLUNTEERS.** Other participants will be escorted whenever in building. Limited escorted access to front foyer of CCC Bldg for public facing Information Table / Media Interviews

**OVERVIEW OF NORTH PARKING LOT/ GRASSY FIELD STATIONS:**



**OVERVIEW of use of EOC Conference Room / backup radio room for primary stations:**



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EXERCISE RULES FOR REVIEW: <a href="https://www.arri.org/field-day-rules">https://www.arri.org/field-day-rules</a> Volunteers PLEASE READ! PHONE CONTACTS: 1 Point. CW or DATA: 2 Points		
<b>5. Situation Summary and Health and Safety Briefing</b> (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards.		
<b>Summer Field Day @ Alachua County EOC: NF4AC EOC Club Call Sign</b> Note that there are at least TWO groups holding Summer Field Day in Alachua County. This information is for the ARES/NF4AC group. The Gainesville Amateur Radio Society will hold their excellent Field Day in Waldo, Florida. Further details on that effort: <a href="http://gars.club/">http://gars.club/</a>		
<a href="#">CLICK HERE FOR SIGN UP FORM FOR ALL VOLUNTEERS</a> The Sign Up Form also serves as our <b>OPERATOR SCHEDULE</b>		
June 28-29 Sat/Sun 2PM Sat - 13:59 PM Sun Begins 1800 UTC	<b>EXCHANGE: NF4AC 4F NFL</b>	<b>Onsite setup begins: THU9AM /FRI 8 AM (Field&amp; MESH) SAT 8AM EOC</b>
<i>SCORE depends primarily on CONTACTS Field Day allows NO INTERNET (for transmission/reception) No Repeaters. No Digipeaters. FLEXIBILITY is rewarded in scoring system.</i>		
4 Total Transmitters <i>Attempting uniformity of all 7300s but you can always bring your preferred radio IF CONFIGURED IN ADVANCE</i>	<ul style="list-style-type: none"> <li>"Freebie" VHF station</li> <li>Satellite station</li> <li>GOTA station NF4RC 4F NFL (limited hours, separate logging)</li> </ul>	Incident Commander will attempt to guide you to hot bands for contacts or techniques <b>N3FJP logging</b>
<b>SAFETY CONSIDERATIONS</b>		
TRIP HAZARDS	We will have COAX going from multiplexer system to the transceiver tables and possibly down the hall and out the back door. Cover with rugs etc where possible. AVOID TRIP.	
SLEEP	GET SOME SLEEP. Bring padding, earplugs, eye shades. Conference rooms and other floor areas available for sleeping. Keep noise down!!!	
RESTROOM	EOC Restroom includes Showers. Bring towel(s) / shampoo etc.	
SECURITY	Lock vehicles in parking lot. NO FIREARMS except former LEO etc.	
<b>6. Prepared by:</b> <i>E.Sloan/G. Gibby</i> _____ Position/Title: <i>planning</i> _____ Signature: <i>/s/</i> _____		
<b>ICS 201, Page 1</b>	Date/Time: <i>6/20/2025</i> _____	

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7. Current and Planned Objectives: A. Safety for All. B. Have fun and learn! C. Hone your skills at all things EMERGENCY RADIO COMMUNICATIONS! <b>BECOME MORE EFFICIENT AND MORE FLEXIBLE</b> -- -----Field Day 2025 rewards the ability to operate VOICE, DATA, CW as efficiently as possible, and on multiple BANDS for longer periods & emergency power.					
8. Current and Planned Actions, Strategies, and Tactics:					
Time:		Actions:			
April		Arrange for submission of Amateur Radio Week Proclamation in APRIL -- must be submitted more than 45 days in advance. <b>DONE / Proclamation Awarded June 10</b>			
In Advance June 11 2025		NFARC/ARES June Meeting Wed June11 <a href="https://us02web.zoom.us/j/89530741792">https://us02web.zoom.us/j/89530741792</a> and in person @ EOC - 7 PM (6:30 chit chat) -- review tentative plans, accept and approve amendments to Incident Action Plan. <b>DONE -- many final decisions made</b>			
SAT June 21		EOC opportunity for practicing MODES, LOGGING, OPERATION -- led by volunteers. <b>Start Time 8AM</b> (Leadership: David Huckstep / Leland Gallup / Earl Sloan ) Kitchen Volunteers show up also. Check out kitchen <b>Leave car in back parking lot to reserve space for Tower Trailer (versus asking Fleet Mgr to move a vehicle.)</b>			
YOUR RADIO		We welcome you to bring your own radio with your own computer and other systems. However we require that you have it tested and set up to WORK with our N3FJP logging, and our callsign (NF4AC) <b>by the end of June 21st setup day</b> APPROVAL BY EARL MCDOW REQUIRED. <b>Opportunities for that are each Wednesday at the EOC @ 11AM-1 PM June 4, 11, 18, 25. This is simple courtesy for Earl McDow and others who set up our networking. It isn't "fair" to hit them with a new radio/computer Saturday at Field Day!</b>			
THUR June 26 <b>9AM</b> (time change from 8) Tower Parking /Beam		<b>WAYS YOU COULD BE INVOLVED</b> <ul style="list-style-type: none"> <li>• <b>9 AM</b> Parking of Tower Trailer (Gordon plans to bring hand-operated Trailer Hitch Dolly to make this much easier, without needing big pickup-truck maneuvering.) (already completed Sat Jun 21)</li> <li>• <b>9 AM</b> Assembly of Mosley 3 element, triband beam (on mast, tower laid down in cradle).</li> <li>• See this document for instructions: (review in advance to be prepared) <a href="https://www.nf4rc.club/how-to-docs/antennas/tower-trailer-operations/">https://www.nf4rc.club/how-to-docs/antennas/tower-trailer-operations/</a></li> </ul> Great chance to learn how to assemble Beam! Great Volunteers: Mike Hasselbeck, Dave Huckstep, Leland Gallup, and Craig White with Gordon.			
FRI June 27 8AM		<b><u>WAYS YOU COULD BE INVOLVED:</u></b> Help with setup of <ol style="list-style-type: none"> <li>1. Grassy Field Antennas (get line(s) over tree to hold up sloping dipole and drooping 6 meter antenna (Volunteers: Leland Gallup, Dave Huckstep, and Earl McDow)</li> <li>2. Mesh Networking / Logging systems throughout the facility (our fantastic networking group!)</li> </ol>			

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	<ul style="list-style-type: none"> <li>• UPDATE: LOOK PROFESSIONAL -- THIS IS A NORMAL WORK DAY, SO DON'T SCARE FOLKS! -- Hang banners / magnetic signs etc as useful explain what you're doing!</li> </ul> <p>Radios can be installed Friday AFTERNOON if there is no obvious weather event.</p>
<p>8 PM Friday, 6/27 0000 Z</p>	<ul style="list-style-type: none"> <li>• The W1AW Field Day Bulletin Schedule can be found here: <a href="#">Bulletin Schedule</a></li> <li>• <u>This is worth 100 points. The PSK version is often the easiest to copy.</u></li> <li>• Volunteers: Manish Sahni and Mike Hasselbeck -- but YOU can try this too, see the link above</li> </ul>
<p>SAT JUN 28 8AM</p> <p>Conference Room Stations</p> <p>Media Display</p> <p>GOTA Station</p> <p>Trailer (Stn 4)</p> <p>Satellite Station</p> <p>6m Station</p> <p>Solar Power</p>	<p><b><u>WAYS YOU COULD BE INVOLVED:</u></b> Help with setup of</p> <ol style="list-style-type: none"> <li>1. Finish any remaining setup of Station 2 and Station 3 in the Conference Room</li> <li>2. Coax cables from Station 2 / Station 3 to Antenna Multiplexer</li> <li>3. Antenna Multiplexer on Table just outside of radio room</li> <li>4. When BEAM in use, expect 20/15/10 multiplexer to feed BEAM coax (please Label!)</li> <li>5. Daylight: Expect direct 40m connection to Wire Antenna (only 1 station possible)</li> <li>6. Night: As 20/15/10 die expect 40/80/160 Antenna Multiplexer in WIRE ANTENNA coax</li> <li>7. Power Meter on antenna output of any Antenna Multiplexer</li> <li>8. Coax Cables (Beam and Wire Antenna) neatly edge of walkway down hall, out door, across parking lot to Trailer and Wire Antennas (Pavement Protectors in Radio Room)</li> <li>9. Set up snacks in the Copy/Break Room (right off the Conference Room)</li> <li>10. Assist Earl Sloan in setup of cooking facilities</li> <li>11. If your computer has already been approved and configured, and you want it, bring it in and set it up! (Otherwise, DON'T connect to our network!)</li> <li>12. Assist with placement of RV Trailer in Grassy Field (Gordon arrives &lt;= 0800)</li> <li>13. Assist connecting up 6 meter Antenna to TOP SO-239 in Trailer with LIGHTNING ARRESTER</li> <li>14. Assist connecting up Sloping OCFD to BOTTOM SO-239 in Trailer with LIGHTNING ARRESTER</li> <li>15. Assist with placement of Diesel Generator placement on relatively flat ground in vicinity of buried ground rod and RV Trailer (check for extension cord length!) (Hugh arrives 0800)</li> <li>16. Heavy gauge extension cords between Diesel Generator and RV trailer (Limited distance)</li> <li>17. Green "ground" extension cords between Diesel Generator and buried ground rod</li> <li>18. Installing Mesh / WIFI networking / Ethernet between MESH transceiver @ fence &amp; trailer</li> <li>19. Set up Station 4</li> <li>20. Set up 6-meter monitoring</li> <li>21. Set up Satellite Antenna (Likely either on ground or on A-frame ladder, inside or outside of fence / undecided)</li> <li>22. Set up Satellite Station, plywood or table on Trailer Mattress</li> <li>23. Jeff Capehart Chief of Media Table: Set up MEDIA TABLE (help Jeff with brochures, sign in forms etc)</li> <li>24. Set up HAM CLOCK</li> <li>25. Set up SIGNAGE to direct and guide Visitors</li> <li>26. GOTA Station Chief Gallup (Huckstep help): Park microvan outside EOC</li> </ol>

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	<p>27. Assist with GOTA antenna lightweight 40-10 OCF / Carbon fiber mast / roll-on                  28. GOTA Station Yaesu, RG316 Coax, BLUE TAPE, trip protection / rugs                  29. SOLAR Power: Chief Leland Gallup</p> <ul style="list-style-type: none"> <li>• Incident Commander to assign bands and supervise testing of each station</li> <li>• Complete all setup and testing Before Educational Talks 1100</li> </ul>
<p>EXPECTED MODES AND BANDS</p>	<ul style="list-style-type: none"> <li>• <b>VOICE</b> -- expect plenty of VOICE OPS. LSB on 160/80/40; USB on all above</li> <li>• <b>DATA</b> -- FT8/FT4 (using WSJT) is by far the primary mode. Our systems will allow EASY logging into N3FJP. Time coordination via GPS Satellite NTP server (no Internet allowed)</li> <li>• <b>CW</b> -- Canned text in N3FJP on the CW station will be preset (with David Fox's improvements! ) and allow for very speedy contacts.</li> <li>• <b>CW</b> -- Bring your preferred key or keyer set to work with an ICOM7300 (1/4" stereo plug) and preferably WINKEYER set to work with your computer already set to log into our system Suggestions: <a href="https://www.nf4rc.club/how-to-docs/cw-resources/2024-wfd-cw-contact-suggestions/">https://www.nf4rc.club/how-to-docs/cw-resources/2024-wfd-cw-contact-suggestions/</a> Learning how to use N3FJP to send parts of the QSO will make you far faster.</li> </ul> <p>6M simple drooping dipole antenna @Grassy Field Friday and monitor at the Travel Trailer (Earl Sloan 7300) for activity on 50.125 USB/or FT8 -- If activity, the potential for "freebie station" contacts.</p>
<p>ONSITE TRAINING 11 AM</p>	<ul style="list-style-type: none"> <li>• Educational Program at 11 AM:</li> <li>• 1100 -- Training on controlling Satellite Antenna / Possibly how to directly receive Satellite Maps too.</li> <li>• 1130 -- <b>David Peaton, Alachua County Asst. Emergency Manager speaking!!</b> Be sure to be here for hearing this talk!</li> </ul>
<p>LUNCH 1200</p>	<ul style="list-style-type: none"> <li>• Earl will have a "simple" lunch for us on Saturday after the Educational Programs</li> </ul>
<p>TESTING 1300</p>	<ul style="list-style-type: none"> <li>• Get on the air, just not quite Field Day Yet! Final checkouts on your equipment, band conditions etc. Incident Commander checking power to the antennas, beam pointing, etc. Identify and FIX any problems.</li> </ul>
<p>FIELD DAY START 2 PM 1800 UTC</p>	<ul style="list-style-type: none"> <li>• (I goofed and printed 1PM in some earlier versions, confused about Daylight Savings -- actual start is 2 PM!)</li> <li>• Try for ALL FOUR STATIONS up and running on a fresh database at 1400 LOCAL -- Incident Commander checking on everyone.</li> </ul>
<p>THUNDER STORM</p>	<ul style="list-style-type: none"> <li>• We almost always have a THUNDERSTORM in the afternoon -- so Incident Commander listening to weather alerts and watching lightning etc. Local VHF 146.55 MHz and also via the N3FJP texting communications.</li> </ul>
<p>STRAT- EGIES</p>	<ul style="list-style-type: none"> <li>• IC needs to print out copy of operating schedules so that we can see at a glance who should be operating where--post at multiple locations!</li> <li>• Incident Commander will be observing progress, listening to WEB SDRs and other</li> </ul>

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	resources to try and guide us to obtaining the maximum number of CONTACTS. We ARE a training group -- therefore expect gentle advice from whomever is "in charge" on your shift and you can also turn to them for HELP!
SOLAR POWER	Leland Gallup heading up SOLAR POWER (Alternative Power) -- provide 1 or 2 LIFEPO4 Batteries to operate transceiver/inverter/computer to obtain 5+ contacts. (Must be listed so we can FIND THEM for reporting!!)
FOOD	<ul style="list-style-type: none"> <li>• <b>Earl anticipates putting grill in covered "sally port" back of EOC.</b> Expect DELICIOUS food options thanks to Earl Sloan!!</li> <li>• Bring snack-type items to place in "<b>copy/break room</b>" <b>right outside main large conference room</b></li> <li>• LUNCH SATURDY (1200, after educational program - Invite David Peaton!) Simple food</li> <li>• DINNER SATURDAY (1800) Exquisite!</li> <li>• SUNDAY BREAKFAST: (0900)</li> <li>• SUNDAY LUNCH: (1200) (2 PM) Simple</li> <li>• Food in the "copy room" Keurig in the copy room already;</li> <li>• Be VERY CAREFUL!! to avoid spills in the main large conference room)</li> </ul>
WINLINK MESSAGES	<p>100 points for Section Manager Message (note specific required content)            100 points (total) for 10 messages from site. Typically we do these as Radiograms via RRI or ICS213 and use Winlink (e.g. W4DFU-12) over Vhf to move them in the evening when someone is free.            VOLUNTEER: Mannish Sahn <i>Write a message to someone for him!</i></p>
FREE VHF	We are allowed a free VHF station. If you would like to try E-Scatter this is a great chance if the band opens! The 6-meter station will be in the Trailer. (This is in addition to Satellite Efforts)
SUN June 29	13:59PM <b>FD Concludes.</b> Cleanup / Teardown
Sunday/ Monday	<p>FIELD DAY SUBMISSION</p> <input type="checkbox"/> Documentation Unit (Planning Section) files contest results with FD electronically
<b>6. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____	
ICS 201, Page 2	Date/Time: Update 6/20/2025 _____

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<b>9. Current Organization</b> (fill in additional organization as appropriate): Very simple organization. We will attempt to maintain an on-site Incident Commander to help prevent chaos and keep people going to "most productive" bands.		
<b>VOLUNTEER INCIDENT COMMANDERS</b>		
Time Period	Challenges	Volunteer Incident Command
Saturday Morning until 1 PM	Getting everything setup	<b>Jeff Capehart W4UFL</b> with assistance from Gordon, Dave, Leland, Mannish
1 PM - 8 PM	First operating period; whiteboard statistics	TBD
8 PM into the dark night	Second operating period: whiteboard statistics	TBD
Sunday Morning 0600 - 1259 LOC	2nd morning: whiteboard statistics	TBD
Sunday 1300	Finishing up: teardown	TBD
<b>OTHER VERY SIGNIFICANT VOLUNTEERS</b>		
SAFETY OFFICER	Manish Sahni KZ4KC	
SOLAR POWER OFFICER	Leland Gallup AA3YB	
Networking	Earl McDow / Susan Halbert / Mark McDow	
Sheriff Liaison Officer	David Huckstep W4JIR	Will handle any "issues"
Nutrition Chief	Earl Sloan KI4OXD	Food Extraordinaire!!
Logistics	Rosemary Jones KI4QBZ	(No porta potty this year.)
Travel Trailer	Gordon Gibby KX4Z	
Generator Trailer /etc towing	Hugh Minnich KN4IIM- towing	
Winlink Messages Chief	Manish Sahni KZ4KC	
<b>6. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____		
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<b>10. Resource Summary:</b>					
Resource	Owner	Transport	ETA	Arrived	Notes (location/assignment/status)
HF Station #1	EOC 7300	N/A	SAT	<input checked="" type="checkbox"/>	EOC computer. Additional display (only needed for logging during digital)
HF Station #2	Huckstep	Huckstep	SAT	<input type="checkbox"/>	Huckstep computer if he can untangle its virus scanners o/w EOC computer
HF Station #3	Huckstep/ Gibby	Huckstep/ Gibby	SAT	<input type="checkbox"/>	Use EOC Go-Box Radio ; Gibby HP Elite-book computer Extra monitor (extra monitor needed only for digital)
SPARE 7300	Earl Sloan	Earl Sloan	SAT	<input type="checkbox"/>	Use for 6 meter monitoring in Travel Trailer
2 meter FM	(EOC)	(EOC)	(EOC)	<input checked="" type="checkbox"/>	Use existing EOC 2 meter radios
HF Station #4 - Trailer	Gibby	Gibby	SAT	<input type="checkbox"/>	Use Gibby go-box with tuner
50 foot coax to HF Station #2	Gibby provided	Gibby provided		<input type="checkbox"/>	50 foot coax to HF Station #2
75-100 foot coax to HF Station #3	Huckstep?	Huckstep?		<input type="checkbox"/>	75-100 foot coax to HF Station #3
Logging (server)	Earl	Earl		<input type="checkbox"/>	Logging Computer (server)
Private WIFI system	Earl	Earl		<input type="checkbox"/>	Private WIFI system - Part 15
Incident Commander Laptop	EOC computers	Already there	SAT	<input type="checkbox"/>	Incident Commander Laptop (web sdr etc) AND EXTERNAL DISPLAY
Travel Trailer	Gordon	Gordon	SAT	<input type="checkbox"/>	OCFD 65 ft / 6m PVC elbow antenna; propane heat; backup genny
175 foot coax to EOC back EFHW	EOC coax	N/A	SAT	<input type="checkbox"/>	Use existing coaxial cable
Optional addn'l coax to Tower Trailer	Volunteer coax		SAT	<input type="checkbox"/>	Volunteer coaxes connected together
Pavement Coax Cable Protector	Gibby / Huckstep	Gibby / Huckstep	Fri or SAT	<input type="checkbox"/>	Gibby procured 12 feet; Huckstep get next 12 feet <a href="https://www.amazon.com/dp/B07KR2ZL68?th=1">https://www.amazon.com/dp/B07KR2ZL68?th=1</a> Gordon got Blue Tape x 4 3"x60yds
BLUE TAPE					
GOTA Station in Media Room	Leland	Leland	Sat	<input type="checkbox"/>	With help from others!
Solar Power Equipment	Leland	Leland	SAT	<input type="checkbox"/>	20A MPPT charger; 200W+ panels, 2 EOC batteries; low noise inverter.
<b>6. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____					
<b>ICS 201, Page 4</b>			Date/Time: Update 6/20/2025_____		

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## APPENDIX

### Step-By-Step CW<-->WSJT-X

(material copied from: 2024 June 22 IAP Appendices, available at <https://www.nf4rc.club/field-day-pages/2024-field-day-iap-appendices/>)

<b>GOING TO CW (N3FJP must be able to send CW by controlling ICOM 7300 via port)</b>		
Step	Accomplish	Explanation
1	Close WSJT-X if running	Will release control of ICOM port, in case you want to allow N3FJP to monitor frequency data from 7300
2	N3FJP Settings   Transmit   CW Setup -- open WINKEYER	(N3FJP must open and keep open, connection to WINKEYER via USB connection) Winkeyer controls ICOM via straight key input so does not need any port on the 7300
3	Optional whether you use N3FJP Rig Interface to allow reading of frequency information	More of a bother to me

<b>GOING TO FT8/FT4 (WSJT-X) (WSJT-X must have port connection to 7300)</b>		
Step	Accomplish	Explanation
1	Close N3FJP usage of WINKEYER <u>if that was happening</u> Settings   Transmit   CW Setup   close the WINKEYER connection	
2	Close N3FJP Rig Interface to 7300 <u>if that was happening</u> Settings   Rig Interface   Click "END TEST" (Once disconnected, click DONE to exit dialog box)	Should be sufficient to stop connection to the ICOM 7300. If insufficient, select "NONE" for the type of rig...
3	Start up WSJT-X File   Settings   go through both Radio and Audio tabs: Make proper selections to connect to ICOM port (baud: 115200) (verify with tests) and Audio Souncards	Once connected you should see signals on the WSJT-X waterfall and correct frequency displayed and WSJT-X able to switch bands on the ICOM 7300.