

# INCIDENT BRIEFING (ICS 201)

**1. Incident Name:**  
Winter Field Day 2026

**2. Incident Number:**  
2026-1

**3. Date/Time Initiated:**  
Date: Jan 24 Time: 0900

**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):

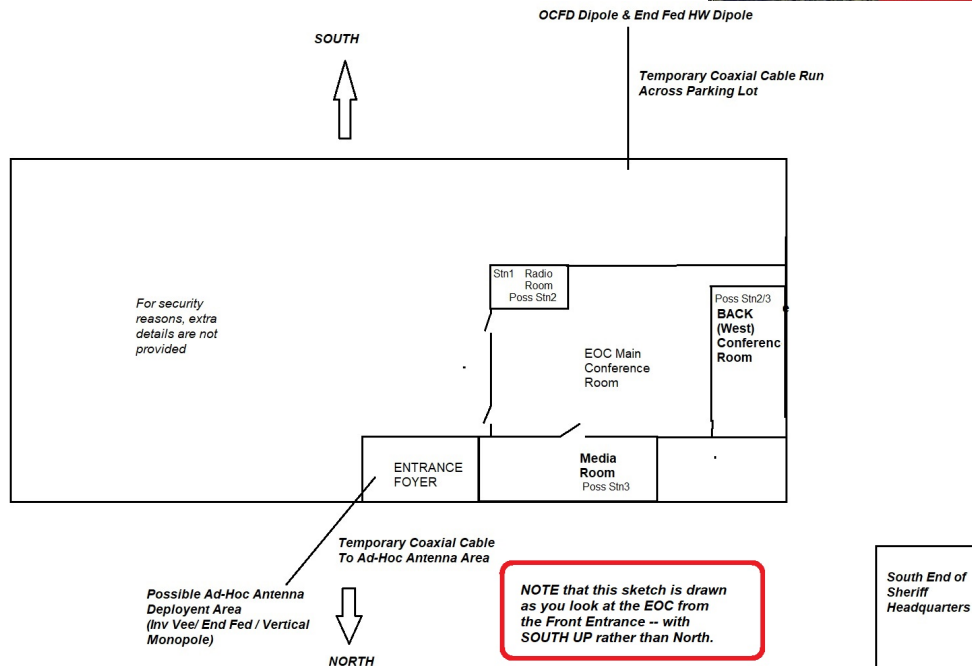
Alachua County Emergency Operations Center  
1100 SE 27th Street, Gainesville FL

Secure, locked facility: **only authorized persons allowed to carry weapons.**

Enter at FRONT ENTRANCE by calling 352 246 6183 or other posted number specifically for Winter Field Day (do not bother the main number posted for general entry, please).

Multiple possible locations for 2-3 amateur stations, including Radio Room (1-2 stations), Back Conference Room (1-2 stations) and Media Room (1 station).

Exact locations TBD.



**5. Situation Summary and Health and Safety Briefing** (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.

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<p>WINTER FIELD DAY / TRAINING CONFERENCE.</p> <p>Scheduled training exercise. No specific hazards. For outdoor work (e.g. antennas, transmission lines) , consider hat, sunscreen, possible hand tools.</p>		
<b>6. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____		
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<b>7. Current and Planned Objectives:</b>  <ol style="list-style-type: none"> <li>1. Provide safe experience for all.</li> <li>2. TRAINING for our current members and others who wish to learn. This includes but is not limited to Alachua County staff from the EOC and other county's AUXCOMM personnel.</li> <li>3. OPPORTUNITIES for our members to assist others in their learning (mentoring/elmering).</li> <li>4. OPPORTUNITIES for participants to acquire signatures in their ARES or local EOC task books.</li> <li>5. EXPERIENCE in actual operating conditions, and in using real radio equipment, making multiple contacts in the event sponsored by the Winter Field Day association for these purposes</li> <li>6. Increased understanding and cohesiveness between participants.</li> </ol>		
<b>8. Current and Planned Actions, Strategies, and Tactics:</b>		
Time:	Actions:	
	SATURDAY, JANUARY 24, 2026	
0900 - 1100	<b>MAIN EOC CONFERENCE ROOM</b> Arrival, Welcoming & Introduction Brief explanation of the stations and radio assets to be brought into action for the effort; Divide into teams to set up <ul style="list-style-type: none"> <li>Antenna Systems,</li> <li>Antenna Multiplexer on table by Radio Room with coax to Stations.</li> <li>Information Technology Systems, and</li> <li>Radio Stations (2-3 Total: 1 VHF/HF in Radio Room; 1-2 HF in the Back Conference Room west of the Main Conference Room)</li> </ul> <p>This is a great chance for participants to get hands-on experience, and acquire potential sign-offs on Task Books.</p>	
1100	<b>MAIN CONF ROOM:</b> <b>Briefing on the Winter Field Day Association's Rules</b> and suggested techniques for operating.  Following the Briefing, participants can visit the various operating stations to <b>observe or participate in contacts</b>	<b>RADIO ROOM &amp; BACK CONFERENCE ROOM</b> Alachua County ARES(R) personnel will commence operations at the stations at 1100 kick-off time. Operations at 1100 are likely to be on 40 / 20 / 15 / or 10 meter bands.  Invite any interested visitors to jump in and operate!

		NOTE: Even visitors without a ham radio license can participate with mentoring per FCC regulations.
1200	<p>MAIN CONFERENCE ROOM  <b>Working with FEMA ICS Forms to Get Proper Reimbursements for your County.</b> After the brief the group can observe the radio operators participating in WFD.</p> <p>LUNCH SNACKS  (Nominal charge \$5)</p>	<p>LUNCH SNACKS in Main Conference Room.  (Nominal charge \$5)</p> <p>Operations Continue</p> <p>Invite any interested visitors to jump in and operate!</p>
1300	<p>MAIN CONFERENCE ROOM  <b>Community Text Messaging with Meshtastic.</b> Reid and Charlie will discuss Meshtastic with the group and then take them outside to demonstrate the product.</p>	<p>Operations Continue</p> <p>Invite any interested visitors to jump in and operate!</p>
1400	<p>MAIN CONFERENCE ROOM  <b>Developing a Volunteer Team of Radio Operators.</b> Using Training, Incidents and Events to build a solid volunteer group.</p>	<p>Operations Continue</p> <p>Invite any interested visitors to jump in and operate!</p>
1500	<p>MAIN CONFERENCE ROOM  Join for a brief "<b>hot wash</b>" <b>discussion</b> of the day's training and fill out our Evaluations</p> <p>This will not take long and visitors are encouraged to definitely get some "time on the air" mentored as needed by our home crew before they depart!</p>	<p>Operations Continue</p> <p>Invite any interested visitors to jump in and operate!</p>
1600-2300	OPERATIONS CONTINUE, 20 meters is often useful all the way to 2300 to the West Coast	
REST PERIOD	When the last die-hard operator heads out, be sure the antennas are disconnected, trash is picked up, chairs are straightened, door to the AV room is OPEN for ventilation, and lights are OUT.	
	SUNDAY JANUARY 25, 2026	
0600-1200	<p>Pastries &amp; Light Breakfast available. Clean up after yourself!</p> <p>Operation Begins as Eastern operators wake up and return to the air!</p>	

1200	End of formal operations -- Brief HOTWASH capture of input followed by TEAR DOWN and CLEAN UP	
Tear-Down / Clean Up activities	<ul style="list-style-type: none"> <li>• Coaxial cables rolled up and returned to owners</li> <li>• Driveway Protectors placed back in Radio Room under West table</li> <li>• Ad-hoc antennas stowed</li> <li>• All trash cleaned up into trash cans</li> <li>• All food removed</li> <li>• All antenna switches to "disconnected" positions</li> <li>• All tables clean</li> <li>• All chairs straightened, phones straightened, seating placards in place</li> <li>• Lights out</li> <li>• Doors closed and locked</li> </ul>	
<b>6. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____		
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<b>9. Current Organization</b> (fill in additional organization as appropriate)  Incident Commander: Gordon Gibby MD KX4Z Liaison: PIO:  Logistics Chief: Earl McDow Operations Chief: Finance & Accounting:		
<b>6. Prepared by:</b> Name: _____ Position/Title: _____ Signature: _____		
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<b>10. Resource Summary:</b>					
Resource	Resource Identifier	Date/ Time Ordered	ETA	Arrived	Notes (location/assignment/status)
STN 1				<input type="checkbox"/>	Use established equipment, radio room
STN 2				<input type="checkbox"/>	Use volunteer go-box equipment
STN 3				<input type="checkbox"/>	Use EOC go-box
300-plus feet of RG8 or LMR400 coax	COAX			<input type="checkbox"/>	To be used to connect stations and antennas including antenna multiplexer
Hi Bands Multiplexer				<input type="checkbox"/>	With bandpass filters, 20/15/10
Lo Bands Multiplexer				<input type="checkbox"/>	With bandpass filters, 160/80/40
RG-316 coax				<input type="checkbox"/>	Sufficient to exit front foyer
Lightweight coax				<input type="checkbox"/>	Sufficient to reach inverted vee or ground-mounted vertical
Carbon Fiber Mast				<input type="checkbox"/>	For Ad Hoc antennas
Ground mounted vertical with radials				<input type="checkbox"/>	For upper bands
Off center fed dipole				<input type="checkbox"/>	40 meter for use on 40/20/15/10
Antenna Analyzer				<input type="checkbox"/>	
Multiple Coaxial cable adapters				<input type="checkbox"/>	
LIFEPO4 batteries				<input type="checkbox"/>	Expect to need 3 or more 100 Ahr
Low Noise Inverter				<input type="checkbox"/>	Required for CW and Digital operations
AC RFI filters				<input type="checkbox"/>	
Laptops				<input type="checkbox"/>	Existing Stn1; Add Stn 2/3
Database and WIFI				<input type="checkbox"/>	Earl McDow Logistics

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<b>10. Resource Summary:</b>					
system					
				<input type="checkbox"/>	
<b>6. Prepared by: Name:</b> _____ <b>Position/Title:</b> _____ <b>Signature:</b> _____					
<b>ICS 201, Page 4</b>		<b>Date/Time:</b> _____			