



# CERT All-Member Monthly Newsletter

## MARCH 2014

The CERT monthly newsletter is available on our webpage at:  
<http://www.nassaucountyny.gov/agencies/OEM/CC/CERT/brief.html>

CERT IS  
WHAT  
YOU  
MAKE IT!

### INSIDE THIS NEWSLETTER:

The Team Leader	1
NSWP Week	2
Event Calendar	3-4
Characteristics of the OSC	5
Team Leader Continued	6
Miscellaneous	7

### *CERT's First Level Position of Authority:*

#### *The Team Leader*

*By: Henry Teja*

*Division 1 Deputy Supervisor*

The team leader is similar to a squad leader in the military. He/She leads a small group of personnel to accomplish a mission given to them by a higher authority. They are the first level of authority above a volunteer position. Someone has to assume that role of authority when a disaster event arises that requires the Incident Command System (ICS). Similarly someone must assume the position of Incident Commander (IC). Team Leaders (TL) report to Operations during every incident. The Chief of Operations (CO) is responsible for all operations in the field during an OEM/CERT event. The CO and the Deputy Chief of Operations (DCO) should stay in the TL's command and communications loop at all times during OEM/CERT events. Leadership is a key element to address any situation and that is why someone must step into that position.

There are definite duties and responsibilities attached to the team leader position. Once an event has occurred, a mission is created and command organization is formed to develop a specific plan and begin the execution of that plan. An IC is assigned and formations of hierarchy are developed, which includes team leaders. A team leader leads a small group between 5-7 volunteers. He/She is responsible for the safety and direction of these volunteers.

**Safety** is the primary function of every leader in CERT during every mission or event. The buddy system is a key way to ensure safety once a team has been assigned to you as team leader. There is always safety in numbers and pairing allows 2 sets of eyes to watch for hazards, search for missing people and handle immediate incidents or situations. The concept of safety in numbers/the buddy system assures us that teams will not become part of the mission and deplete manpower resources.

*(Continued on page 6)*



# *National Severe Weather Preparedness Week*

*March 2 – 8th 2014*

*Compiled by: Melissa Valencia*

*From: [www.ready.gov](http://www.ready.gov)*



The National Oceanic Atmospheric Administration (NOAA), the National Weather Service (NWS), and the Federal Emergency Management Agency (FEMA) have teamed up for the 3rd year to lead a public education effort aimed at improving the way people prepare for and respond to severe weather.

This campaign is called *Be A Force of Nature*, and is being celebrated during National Severe Weather Preparedness Week. The goal of NSWP Week is to inform the public about severe weather hazards and provide knowledge which can be used to prepare and take action. Such actions can be used to save lives anywhere—at home, at school, and at work, *before* tornadoes or other severe weather can strike.

Every state in the US can experience tornadoes and severe weather, and acting quickly can mean the difference between life and death in these situations. Severe weather knows no boundaries, and affects every individual, not discriminating because of race, religion or wealth.

To prepare for the 2014 *Be a Force of Nature* campaign, NOAA studied how to best motivate people to take action to save lives and property. They knew they needed a motivating message that would inspire people to not only take appropriate action in the face of severe weather (go to shelter), but to also *model that behavior for others in their social network*.

From NOAA service assessments after the 2011 tornado outbreaks in Alabama and Joplin, they knew that some people will go to shelter immediately after hearing a warning on NOAA Weather Radio, receiving Wireless Emergency Alerts on their cell phone or seeing it on television. However, many people typically wait for secondary confirmation before taking shelter.

Social science research confirms this and finds that *people are more likely to take preparedness measures in advance and action during an event when they observe others doing so*. After careful research and analysis, NOAA developed a creative message meant to empower people who take immediate action and go to shelter to use their cell phone and share with their social network that they are safely sheltered. In so doing, they are modeling the appropriate action for others to follow.

Being a force of nature means taking the proactive steps of knowing your risk, being prepared and taking appropriate actions before, during and after extreme weather. Even more than that, being a force of nature means saving lives by inspiring others to do the same through social media and face-to-face conversations with your friends, family and neighbors.

*Be a Force of Nature: Take the Next Step* asks that the public take a single preparedness action during each day of National Severe Weather Preparedness Week, March 2-8, 2014. This can be as simple as preparing an emergency communications plan for your family. But the sum of these actions will ensure that communities are better prepared for severe weather.

National Severe Weather Preparedness Week joins state severe weather preparedness weeks, National Preparedness Month and America's PrepareAthon as part of a national effort to increase emergency preparedness. Building a Weather-Ready Nation requires action by all of us. NOAA and FEMA can't do it alone. *Be a Force of Nature* by being prepared for and knowing what action to take during severe weather and other emergencies.

**Check our Facebook Page everyday this week for additional information and updates on NSWP Week.**

<https://www.facebook.com/NassauCountyCERT?ref=hl>



# MARCH 2014 - Upcoming Events

## MARCH

### CERT Basic Course, Class 6 - Tues March 4th

Massapequa Park Village Hall  
151 Front Street, Massapequa Park NY  
Time: 7:00 pm (1900) - Doors open at 6:30 pm

### Division 1 Meeting—Wed March 5th

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:30 pm (1930)

### RACES/Comms Meeting - Thur March 6th

OEM Conference Room A—2nd Floor  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900)

### Division 2 Meeting—March 10th

Temple Beth Shalom  
390 Broadway, Lawrence NY  
Time: 7:00 pm (1900)

### Moulage Training—March 18th CANCELLED

### Division Leaders Meeting - Thur March 20th

OEM Conference Room A—2nd floor  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900)

### Adv. Training: Staging Area Mgmt.—Mon March 24th

OEM Lecture Hall  
510 Grumman Road West, Bethpage NY  
Time: 7:00 pm (1900)

### Division 3 Meeting—Wed. March 26th

Glen Cove Fire Department  
Glen Cove Ave, Glen Cove, NY  
Time: 7:00 pm (1900)

### Division 4 Meeting—Thurs. March 27th

Floral Park Rec Center  
Floral Park, NY  
Time: 7:00 pm (1900)

### Safe Talk Training— Mon. March 31st

OEM Lecture Hall  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900)

MARCH 2014						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4 CERT Basic 6	5 Div 1 Ming	6 RACES Mtg	7	8
9	10 Div 2 Ming	11	12	13	14	15
16	17	18 Moulage CANCELLED	19	20 Div Ldr Mtg	21	22
23	24 Adv Trng	25	26 Div 3 Ming	27 Div 4 Ming	28	29
30	31 Safe- Talk					



# APRIL 2014 - Upcoming Events

## APRIL

### **RACES/Comms Meeting - Thur April 3rd**

OEM Conference Room A—2nd floor  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900)

### **CPR Training - Mon April 7th**

OEM Lecture Hall  
510 Grumman Rd W. Bethpage  
Time: 7:00 pm

**BY RESERVATION ONLY**

### **Division Leaders Meeting - Thur April 24th**

OEM Conference Room A—2nd floor  
510 Grumman Rd. West, Bethpage NY  
Time: 7:00 pm (1900)

### **Outreach—Merrick Spring Festival—**

#### **Sat Apr 26 –Sun Apr 27**

Merrick Ave & Sunrise Hwy Merrick, NY  
10am –4 pm Both days

### **Adv. Training: Computer Security**

#### **Monday April 28th**

OEM Lecture Hall  
510 Grumman Rd W, Bethpage, NY 11715  
Time: 7:00 pm

APRIL 2014						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
		1	2	3 RACES Mtg	4	5
6	7 CPR OEM LH 7 -10	8	9	10	11	12
13	14 Passover Begins	15	16	17	18	19
20 Easter	21	22 Passover Ends	23	24 Div Ldrs Mtg	25	26 Out- reach
27 Out- reach	28 Adv Trng	29	30			

## **Upcoming Division Meetings**

**Division 1's** quarterly meeting will be held on **Wednesday, March 5th** at **7:30 pm** in the OEM Lecture Hall, 510 Grumman Road W. Bethpage NY.

**Division 2's** quarterly meeting will be held on **Monday, March 10th** at 7 pm. at Congregation Beth Shalom, 390 Broadway Lawrence NY. The meeting will be held in the cocktail room, using the entrance on Washington Ave.

**Division 3's** quarterly meeting will be held on **Wednesday, March 26th** at 7 pm, at the Glen Cove Fire Department in Glen Cove.

**Division 4's** quarterly meeting will be held on **Thursday, March 27th** at 7:00 pm at the Floral Park Rec Center at 124 Stewart St. in Floral Park.

- Remember, you can attend any Division Meeting, but we ask that you please contact the Division Leader first so they are prepared for the correct number of attendants.

Division 1 - Bill Pavone—[nassaucertdiv1@yahoo.com](mailto:nassaucertdiv1@yahoo.com)

Division 2 - Marlyn Press—[marlynpress@hotmail.com](mailto:marlynpress@hotmail.com)

Division 3 -Dave Nieri—[dnieri@yahoo.com](mailto:dnieri@yahoo.com)

Division 4 - Ken English—[floralparkcert@gmail.com](mailto:floralparkcert@gmail.com)



***Characteristics of the Incident Command System: Part 1***  
***Understanding the Operations Section Chief's (OSC's) Responsibilities***  
**Command and Control Series -**  
***Courtesy of U.S. Fire Administration***

The OSC, a member of the General Staff, is responsible for the management of all operations directly applicable to the primary mission of ensuring the overall safety and welfare of all Section personnel. The OSC activates and supervises organization elements in accordance with the Incident Action Plan (IAP) and directs its execution.

The OSC also directs the preparation of unit operational plans, requests or releases resources, makes expedient changes to the IAP as necessary, and reports such to the Incident Commander (IC). The Deputy OSC may be assigned for specific tasks (i.e., planning operations, day/night operations, evacuation or contingency planning, etc.).

- Develop the operations portion of the IAP, and complete the appropriate Incident Command System (ICS) Form 215 (G/W) as appropriate.
- Brief and assign Operations Section personnel in accordance with the IAP. Supervise Operations Section, ensuring safety and welfare of all personnel.
- Determine need, and request additional resources.
- Review suggested list of resources to be released, and initiate recommendation for release of resources.
- Assemble and disassemble Strike Teams and Task Forces assigned to Operations Section.
- Report information about special activities, events and occurrences to IC.
- Maintain Unit/Activity Log (ICS Form 214).

For additional information regarding the OSC's responsibilities, the U.S. Fire Administration/ National Fire Academy Field Operations Guide can be accessed at <http://feti.lsu.edu/municipal/NFA/TRADE/materials/TRADE%20CD%20XVI//WebHelp/index.htm>.



## *The Team Leader*

*(Continued from page 1)*

**Assignment briefing** is the next step for a team leader to do to engage his or her team. Even though teams were collectively briefed on the mission, communication and other logistical plans, it is best that before kicking off, your team fully understands the briefing instructions. Ask each member to repeat back the mission plan, the communication plan, specially assigned radio channels, radio etiquette, talk distance and volume from the microphone, and the push to talk procedures. An equipment check should be done prior to jumping off for the mission.

**Good communications skills** are essential for any leader at any level. The briefing segment ensures everyone is on the same page within your team. Radio communication, when needed, is key when making field decisions if necessary and informing command control what and why something may have been done out of the scope of the mission.

**Delegation** is the second designated duty for a team leader. The mission must be accomplished and delegating duties to other key members is crucial for a leader to lead and accomplish the mission. Each team needs a Team Leader (TL), a Team Scribe (TS) and a Team Communication Person (TCP). This can be accomplished several ways: 1<sup>st</sup>) ability, 2<sup>nd</sup>) volunteerism and 3<sup>rd</sup>) straight appointment. Ability is utilizing the skills within your own team, however volunteerism may yield you a more dedicated person. Straight appointment comes down to several factors. First is utilizing someone with the ability and equipment to do the job needed; second is expediency to begin the mission. Remember, good leader's mentor their people, so explain what a TS & TCP job duties/responsibilities are and make sure you have all the proper forms for everyone's position.

**Decision making** is another key duty of a team leader. Once in the field the Operations Chief is not there to make a sound decision. It is your judgment that can make

or break your mission's success. As long as you stay within the guidelines of the mission plan all your decisions should be fine. However, there is always something that never got covered in a general mission plan. This is where you get the Incident Command and the Operations Chief involved. You want to make sure everyone in charge above you is informed and they understand the "why" something was done out of the scope of the mission plan.

**Leaving an Incident field or ending operations** has consequences also. Always give a status report and all documentation to officials (such as EMS or the fire department) taking command of the incident before the CERT team leaves. Never leave an incident without approval from the CERT Operations Chief and/or the officials taking control of the incident. The IC and its members are responsible for knowing where all teams and their members are at all times. **That is why we sign in and out of every event.** Special situations may require someone else reporting the status of an individual but we always keep account of our people to command control.

*Here is a short test for a team leader. Don't cheat now!!!*

One team discovers a parking lot sign that has fallen onto a car. A woman is inside the car and is bleeding from the head. Please number the steps 1, 2, 3, 4, 5 in the order the team should take.

- Maintain direct pressure to the wound
- Conduct a head-to-toe assessment of the patient
- Conduct medical triage to determine the status of the injured person
- Report the incident to the search and rescue team leader
- Document all actions taken to assist the injured person

*Answers on Page 7*





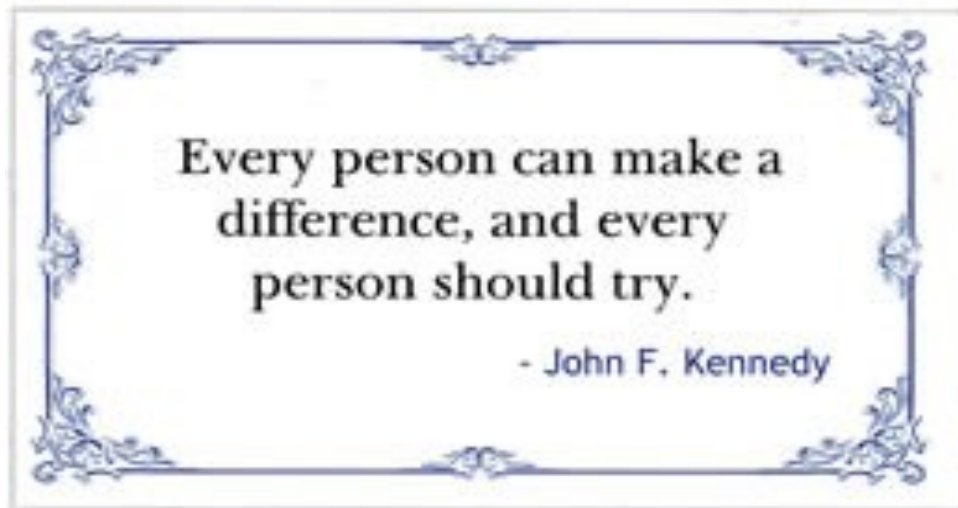
## *The Team Leader:*

### *“Test” Answers*

The correct order is:

1. Conduct medical triage to determine the status of the injured person,
2. Maintain direct pressure to the wound,
3. Report the incident to the search and rescue team leader,
4. Conduct a head-to-toe assessment of the patient,
5. Document all actions taken to assist the injured person.

*Deadline for submission of articles, photos and news  
for the next CERT Newsletter is  
Friday, March 28th*



## **CURRENT CERT BASIC COURSE**



**THE DATES AND LOCATION FOR THE  
NEXT CERT BASIC COURSE FOR 2014 ARE  
STILL TO BE DETERMINED.**



**PLEASE CHECK BACK ON THE WEBSITE FOR FUTURE LOCATIONS,  
AND CALL THE OFFICE WITH ANY QUESTIONS.**

*(Current CERT Members may attend any class as a refresher,  
check the website for session topics)*

<http://www.nassaucountyny.gov/agencies/oem/cc/cert/>

