CERT NASSAU COUNTY

CERT All-Member Monthly Newsletter
JANUARY 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!

The Time for CERT Volunteers to Step Up and Take the Helm is NOW!

by Henry Teja, Division 1 Deputy Supervisor

As CERT volunteers, we have all taken the Basic CERT classes and have prepared ourselves and hopefully our family and friends for disasters, man-made or natural. It does not end there for CERT members. We should also be looking to advance our skills and even take over leadership roles in our team/division and in our communities. Why? What if first responders are not available and cannot be there for some time? Who do you think must step into their shoes to help family and friends? It is the trained personnel of the community that must step in, and using skills and knowledge gained through the CERT program, to take control if necessary, and to direct others who may be unaware or uncertain in regards to an emergency situation. In the absence of first responders, the best person to assist in such events may be you, the CERT volunteer.

You are not asked to do something that a trained CERT member cannot do - it is always necessary to function within your scope of training and knowledge. Yet this may set you apart from your neighbors - having access to knowledge and skills that they do not have. That is the purpose of the CERT pro-

CERT All-County Meeting - A Mission Well Done
by Jayne Cafaro, Division 1 Deputy Supervisor

At the All-County Meeting held on December 3rd, 2013 Nassau County CERT Director Mike Arcari thanked all the CERTs that helped out with the search for missing teenager Avonte Oquendo, and stated that "Mission 102813-1 was the biggest deployment that CERT has ever been involved in."

During this mission activation, CERT volunteers canvassed neighborhoods and posted flyers within a four-block radius around each of 56 train stations in Nassau County.

Director Arcari also said that the Police and Fire Departments were very grateful for CERT's efforts and stated that it will be remembered.
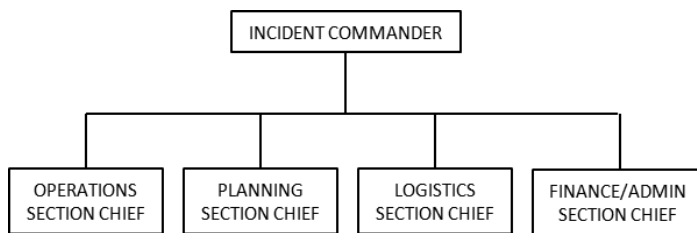
What Constitutes the General Staff Under ICS?

by Dave Nieri, Division 3 Supervisor

The General Staff was mentioned upon in the initial article about ICS. There are four positions in the General Staff and they are responsible for the basic response functions of the Incident Command organization as described below:

Planning Section Chief – the leader of the Planning Section. The Planning Section collects, maintains and disseminates all information about the incident. The information is used to assist the Operations Section in determining the tactics and strategies to be employed. The Planning Section also manages all of the resources brought in to support the response or the event, and they also generate the Incident Action Plan (IAP), the plan that describes the objectives, tactics, strategies, and how resources will be deployed. Because the Planning Section is responsible for resource management and resource tracking, and activation/deactivation, the Check-in/Check-out procedures and the personnel who perform this function are part of the Planning Section. The Planning Sec-

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                INCIDENT COMMANDER
        ┌──────────┬──────────┬──────────┐
   OPERATIONS   PLANNING   LOGISTICS  FINANCE/ADMIN
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General Staff

tion also includes the Situation Unit, which gathers intelligence: the weather, tides, traffic and road conditions, status of the incident, etc., and maintains situation maps and status boards.

Operations Section Chief (or "Ops") - heads the Operations Section. The Operations Section comes up with the tactics and identifies the necessary resources to confront the situation. The Operations Section executes the plan (IAP) that has been developed in conjunction with the Planning Section. Operations directs and controls the resources – equipment and people – that have been deployed. The Staging Area, where personnel and equipment resources wait to be deployed, is under the direction of the Operations Chief, and the Staging Area Manager reports to him or her.

Logistic Section Chief – in charge of the Logistics Section. Logistics is responsible for obtaining the equipment, supplies, and support facilities that are needed not only by Operations, but by the entire organization. This includes office space, housing for response workers, food and food services, vehicles, computer and office equipment, radios, heavy equipment, service contracts – anything needed for the event.

Administration/Finance Section Chief – leads the Admin/Finance Section that is established in a large-scale response, usually on incidents with a duration of weeks or months. Admin/Finance handles timesheets and payroll, costs of equipment and other resources, costs of support services and facilities, damage and injury claims, and contract administration in support of the incident or event.

These four Section Chiefs comprise the **General Staff**. The main point to understand is that Operations and Planning work closely together to respond to the incident, event or emergency, while the Logis-

Deadline for submission of articles, photos and news for the next CERT Newsletter is Friday, February 21st

January 2014 - Upcoming Events

JANUARY

RACES/Comms Meeting - Thur January 2nd
OEM Lecture Hall
510 Grumman Rd. West, Bethpage NY
Time: 7:00 pm (1900)

Division Leaders Meeting - Thur January 16th
OEM Lecture Hall
510 Grumman Rd. West, Bethpage NY
Time: 7:00 pm (1900)

Adv. Training: Commodity PODs - Tues January 21st
OEM Lecture Hall
510 Grumman Rd. West, Bethpage NY
Time: 7:00 pm (1900)

CERT Basic Course, Class 1 - Tues January 28th
Massapequa Park Village Hall
151 Front Street, Massapequa Park NY
Time: 7:00 pm (1900) - Doors open at 6:30 pm

January 2014						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
			1 New Years Day	2 RACES Mtg	3	4
5	6	7	8	9	10	11
12	13	14	15	16 Div Ldr Mtg	17	18
19	20	21 Adv Trng	22	23	24	25
26	27	28 CERT Basic Crs 1	29	30	31	

FEBRUARY

CERT Basic Course, Class 2 thru 5 - Consecutive Tues February 4th thru February 25th
Massapequa Park Village Hall
151 Front Street, Massapequa Park NY
Time: 7:00 pm (1900) - Doors open at 6:30 pm

RACES/Comms Meeting - Thur February 6th
OEM Lecture Hall
510 Grumman Rd. West, Bethpage NY
Time: 7:00 pm (1900)

All-County CERT Meeting - Wed February 12th
OEM Lecture Hall
510 Grumman Rd. West, Bethpage NY
Time: 7:00 pm (1900)

Division Leaders Meeting - Thur February 20th
OEM Lecture Hall
510 Grumman Rd. West, Bethpage NY
Time: 7:00 pm (1900)

Adv. Training: Staging Area Management Thurs February 27th
OEM Lecture Hall
510 Grumman Rd. West, Bethpage NY
Time: 7:00 pm (1900)

Feburary 2014						
Sun	Mon	Tues	Wed	Thurs	Fri	Sat
						1
2	3	4 CERT Basic Crs 2	5	6 RACES Mtg	7	8
9	10	11 CERT Basic Crs 3	12 All-Cty CERT Mtg	13	14	15
16	17	18 CERT Basic Crs 4	19	20 Div Ldr Mtg	21	22
23	24	25 CERT Basic Crs 5	26	27 Adv Trng	28	

Success in life has nothing to do with what you gain in life or accomplish for yourself. It's what you do for others.

~Danny Thomas

Division News

Division 1

On the evening following the All-County CERT Meeting, Division 1's quarterly meeting was held at OEM on December 4th in the Lecture Hall. Division Supervisor Bill Pavone, appreciative of all his members' efforts towards the October Mission 102813-1, presented gifts to the 26 Division 1 volunteers who participated in mission activation for the missing teenager, as a personal "thank you". The gift was a hand-held and helmet flashlight set. Everyone was surprised and happy for Bill's kindness and generosity, and there was a spontaneous burst of applause.

Division 1 members who participated in the missing person activation were:

Jaime Aguilar (3 stations)	Lisa Moffa (2 stations)	Joe Sanfilippo
Edward Aulman	Vickie Muller (3 stations)	Paul Shapiro (2 stations)
Jayne Cafaro, IC (2 stations)	Mary Ostop (4 stations)	Henry Teja (3 stations)
John Ciarlone (2 stations)	Julieann Parker	Fran Trotter
Kathy Ernst	Bill Pavone (2 stations)	Melissa Valencia, IC (2 stations)
Joanne Foley	Michelle Reeves (8 stations)	Tom Vaughn (2 stations)
Martin Goldberger (2 stations)	Aracy Sacks	Rose Walker
Arnold Hollander (2 stations)	David Sobolow (2 stations)	Sue Zichlin
Bob Long	Eric Sanfilippo (2 stations)	

Later that evening, Bill gave an in-depth PowerPoint presentation on the ICS system that included how to properly fill out ICS forms, Incident Command structure, Chain of Command, and common Leadership responsibilities. He also showed how to access area maps and aerial photos using internet sources such as Google Earth, Hurricane Storm Surge Zone and Weather websites.

Deputy Division Supervisor Paul Shapiro headed a radio communications practice exercise for the members present.

The meeting's comprehensive agenda was well-received by the members, some of whom commented that this was one of the best Division Meetings they had attended.

Jayne Cafaro, Deputy Division Supervisor

Some of the volunteers that joined in Mission 102813-1
Back Row (L-R) John Budnick, Henry Teja, Mark Sacks, Paul Shapiro, Steve Hines, Fred Paige
Front Row (L-R) Fran Trotter, Sue Zichlin, Eric Sanfilippo, Mary Ostop, Melissa Valencia, Bill Pavone, Jayne Cafaro

Division 4

A small but dedicated team with sore feet from Division 4 completed all 18 assigned LIRR train stations in early November for the missing person Mission Activation.

Ken English, Division Supervisor

Upcoming Division Meetings

Division 1's next meeting is scheduled for **Wednesday, 5 March 2014** at 7:30 pm in the OEM Lecture Hall, 510 Grumman Road West, Bethpage NY.

Division 3 - Quarterly meeting scheduled for **Wednesday, 26 March 2014** at 7 pm, at the Glen Cove Fire Department in Glen Cove.

gram's advanced classes and drills.

Over the next year we will be offering classes that provide additional skills beyond what was attained through the Basic CERT Course. This material will either be given by mentors or by Training Officers within each Division. This is why you are encouraged to attend divisional meetings, where some of this training will be available to you.

Additionally, we work within the ICS (Incident Command System) doctrine, so in order to work alongside of first responders and municipal emergency management organizations it is necessary to understand the basics of ICS. CERT offers the introduction to ICS, *ICS-100b*, which is a FEMA/DHS-certified curriculum (and may also be taken online). When enough members are willing to sign up, CERT may also offer *ICS-200* and *ICS-700* courses which provide more information on the fundamental organizational positions and their responsibilities in an incident activation, and the National Incident Management System (NIMS), respectively. These are also available to be taken online at no cost, through the FEMA Emergency Management Institute website.

Beginning in January 2014, or with Division 1's first meeting, the Division leadership will be training and mentoring members to fulfill certain leadership roles. This process will start from the bottom up, as has been done in the US military for ages. However if you have had leadership experience and would like to jump into a more responsible position in the CERT ICS organization, you will be encouraged to do so. The time to make mistakes is now during the learning process. Learning from mistakes is a positive way of gaining experience and knowledge in that it teaches you what not to do next time in a similar situation. However, it is necessary to provide basic skills and knowledge before you can assume a senior level responsible position.

The normal precedence would be to serve as a team leader, or as a Division Trainer or Speakers Bureau

member, if you possess good instructional or public speaking skills. Other key positions for which we need competent members to volunteer include staffing our yearly exercise: e.g., Assistant POD Leader, Volunteer Coordinator, Check-in Coordinator, etc. If your interest is public outreach, we can use your help as a team leader for a tabling event during the year.

Remember - you may attend any divisional meeting where training of interest to you is being provided, so long as you inform that Division's Supervisor or one of their Deputies. Hope to see you there because we, your local CERT team, need new leaders like you!

Next CERT Basic Course

The 1st CERT Basic Course for 2014 will be held In Massapequa Park on 6 consecutive Tuesdays Beginning on January 28th, and ending on March 4th 2014

Classes will be held at the Village Hall, 151 Front Street in Massapequa Park from 7 to 10 pm - doors open at 6:30 pm

(Current CERT Members may attend any class as a refresher)

Advanced Training Beyond the Basic CERT Course

When you graduated from the Basic CERT Course, you might have wondered "what comes next"? CERT volunteers are in continuous learning mode. A number of classes have been developed to build upon what you have learned in the Basic Course and provide you with new skills and knowledge. Of course, if you already have advanced skills/knowledge that you'd like to share with other CERT members, we welcome your participation as an instructor or to help develop new advanced classes.

Here are a number of classes that have been developed by Nassau County CERT members to provide enhanced capabilities to their colleagues in CERT.

Radio Communications - Communication best practices including in-depth discussion of Prowords, message formats and radio procedures. Learn about Radio Nets, the Phonetic Alphabet, frequency bands of common radios in use for emergency services, and range limitations and factors affecting transmission clarity and reach.

Compass Use & Map Reading – Basics of mapping systems, location grids, units of measure, map scales, symbology, and how maps are oriented directionally. Learn how to use a map and compass together to determine location, route, and bearing to an object.

How to setup an Incident Command Post - What you need to know if you are the first CERT volunteer to report to a scene or assembly point. Learn the immediate tasks to be undertaken, the need to size-up the situation and to prioritize, how to create and build an organization, and delegate tasks.

Managing a Staging Area - When an activation occurs and large numbers of volunteers are assembled, how is this managed? Learn through a practical exercise how the check-in procedure works, how teams are assembled and briefed, and how volunteers are deployed on missions.

Point of Distribution (POD) Operations - PODs were setup during the response to Hurricane Sandy. This overview provides information about the types of distribution centers that are planned and how they are to be implemented during a disaster. Learn what a CERT volunteer's role can be at a Point of Distribution (POD).

Psychological First Aid - When response teams assist disaster victims, physical assistance may be only part of what victims need from the volunteer workforce. "Psychological first aid" for disaster-induced stress and trauma may also be required. Following an abnormally stressful event such as a disaster, people normally experience a range of psy-

chological reactions even as they put the pieces back together. Using the techniques provided in this class you can provide the survivor the initial comfort and support he or she needs in taking the first step toward recovery.

SafeTALK – SafeTALK, is a 3 hour training that prepares anyone over the age of 15 to identify persons with thoughts of suicide and connect them to suicide first aid resources. Most people with thoughts of suicide invite help to stay safe. Alert helpers know how to use these opportunities to support that desire for safety. As a SafeTALK-trained suicide alert helper, you will be better able to identify people who have thoughts of suicide and connect them to mental health professionals.

CART (County Animal Response Team) Shelter Manager Training - Animal Sheltering under the Nassau County Animal Shelter Plan. Find out what it takes to manage an Emergency Animal Shelter.

Moulage Application – Learn how to apply makeup and prosthetics to simulate wounds and injuries for training purposes.

Advanced First Aid - Disaster First Aid covers things you learned the Basic CERT Course and more, to prepare you for performing initial First Aid in a disaster.

FEMA Courses Provided in a Class Setting

ICS-100 Introduction to Incident Command System (IS-100.B) – Introduction to the Incident Command System, introduces the Incident Command System (ICS) and provides the foundation for higher level ICS training. This course describes the history, features and principles, and organizational structure of the Incident Command System. It also explains the relationship between ICS and the National Incident Management System (NIMS).

ICS-200 ICS for Single Resources and Initial Action Incidents (IS-200.B) – ICS 200 is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System (ICS). ICS-200 provides training on and resources for personnel who are likely to assume a supervisory position within the ICS.

ICS-700 National Incident Management System, An Introduction (IS-700.A) - This course introduces and overviews the National Incident Management System (NIMS). NIMS provides a consistent nationwide template to enable all government, private-sector, and nongovernmental organizations to work together during domestic incidents.

tics Section, and Admin/Finance Section if needed, work to support the efforts of Operations, Planning, the Incident Commander, and his Command Staff*. All Section Chiefs report directly to the Incident Commander (IC).

Expanding Incidents

Operations and Planning are generally the first functions that are delegated by the Incident Commander, followed by the Logistic Section if the incident is large enough to require this function to be separated from the other two. An Administration/Finance Section may never be set up in an event that is of short duration and/or does not require comprehensive financial tracking of response costs.

In the early stages of any response, the Operations and Planning functions may be performed by a single person, or combined in one group of people. This is the essence of ICS – the organization expands as required and as the complexity of the response becomes greater. On the other side of the response, as demobilization of resources begins, the organization contracts and functions that were formerly performed by multiple people or groups can be undertaken by fewer people as the level of activity winds down.

*Command Staff consists of the Safety Officer, Public Information Officer and Liaison Officer

CERT's Role in an ICS Response Organization

In any activation where CERT is the main response organization (for example, the missing person mission last October), the ICS positions of Incident Commander, Operations Chief, Planning Chief, and Logistics Chief may be employed from early in the activation process. An Admin Section Chief may be added to collect documentation that can be used for accountability, reimbursement, and grant reporting. Generally, our activations will not require Financial tracking, or much in the way of Logistics for that matter since all CERT members report with their own gear. However, in the missing person activation mentioned above, all CERT members did not activate at the same time, nor under a single centralized command structure. Rather, we activated by Divisions with the planning function and operational deployment controlled by each Division. Therefore no ICS-based General Staff nor single Incident Commander were stood up for the overall response.

Responding to large-scale events, such as Superstorm Sandy, CERT is a small part of the larger ICS organization that may be formed around the County's (or other municipal unit's) Emergency Response structure, which is set in motion by the Office of Emergency Management (OEM). In a large, multi-

agency response CERT becomes a group of resources among many resources: medical, transportation, Public Works, Fire Departments, Police, Public Health, Red Cross and other volunteers, etc. In such a case, the Incident Commander of the CERT organization may merely be called a **CERT Branch Director** under the greater ICS organization, and this position reports to the Operations Section Chief at the EOC, for example. We would not use the title of Incident Commander for a CERT leader to avoid confusion.

Beneath the CERT Branch Director our organization chart would show teams and units that we would form in order to conduct our part in the overall response. We might have an Activation Unit located in the EOC (e.g., CERT Desk) that performs planning, operations, and administrative functions at the CERT level, and a number of teams: Sheltering Teams if we were assigned to work in shelters, Damage Assessment Teams for those tasks, and so on. Our deployment instructions would filter down from the Operations Section through the CERT Branch Director, and our Activation Unit would deploy the teams as instructed.
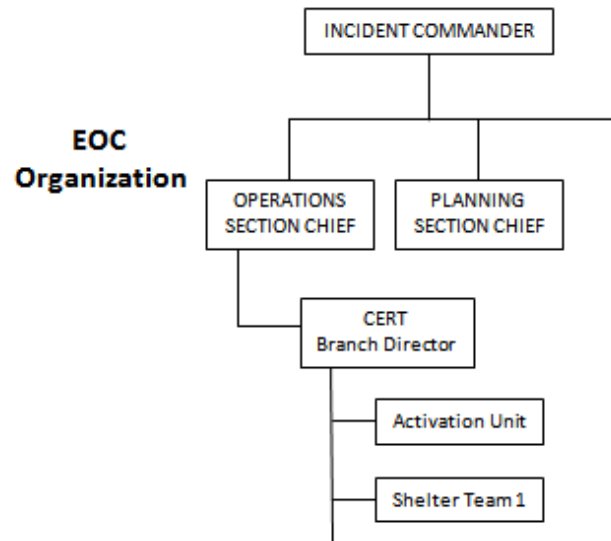
This is but one example of how CERT could deploy under ICS in a large activation. It depends on the number of resources activated at any time, and utilizes Span of Control principles to develop teams and units.

Abbreviations & Acronyms

CERT	Community Emergency Response Team
EOC	Emergency Operations Center
IAP	Incident Action Plan
IC	Incident Commander
ICS	Incident Command System
OEM	Office of Emergency Management

10 Tips

Get Ahead of the Winter Freeze

It's not too early to begin preparing for the heating season.
Check these **10 tips** off your list and get ahead of the winter freeze.

☐ Our **furnace has been inspected and serviced** by a qualified professional during the last 12 months. *(A furnace should be serviced at least once a year.)*

☐ Our **chimneys and vents have been cleaned and inspected** by a qualified professional. I have checked for creosote build-up. *(Not cleaning your chimney is the leading cause of chimney fires from built up creosote. This service needs to be done at least once a year.)*

☐ Our wood for our fireplace or wood stove is **dry, seasoned wood**.

☐ Our **fireplace screen is metal or heat-tempered glass**, in good condition and secure in its position in front of the fireplace.

☐ We have a **covered metal container** ready to use to dispose cooled ashes. *(The ash container should be kept at least 10 feet from the home and any nearby buildings.)*

☐ Our children know to stay at least **3 feet away** from the fireplace, wood/pellet stove, oil stove or other space heaters.

☐ Our portable space heaters have an **automatic shut-off**.

☐ Our portable space heaters will be **plugged directly into an outlet** *(not an extension cord)* and placed at least three feet from anything that can burn; like bedding, paper, walls, and even people. *(Place notes throughout your home to remind you to turn-off portable heaters when you leave a room or go to bed.)*

☐ We have **tested our smoke alarms** and made sure they are working. *(You need a smoke alarm on every level of the home, inside each bedroom and outside each sleeping area. For the best protection, the smoke alarms should be interconnected so when one sounds, they all sound.)*

☐ We have **tested our carbon monoxide alarms** and made sure they are working. *(Carbon monoxide alarms should be located outside each sleeping area and on every level of the home.)*

I'M SO HAPPY WHEN I HAVE MY OWN SPACE!