



Issaquah Citizen Corps, CERT, MRC, CPOD Volunteer Deployment Guidelines

Several forms of communication will be used to contact you if there is need for volunteer deployment. This applies to ICC, Issaquah CERT, CPOD and MRC volunteers. The form of communication used will vary based on the following factors.

- The Scale and Urgency of the event
- The Forms of Communication available at the time

Code Red is used for general city-wide distribution of informational and deployment messages. All volunteers have been registered with Code Red and notified via email. Code Red is where you maintain your chosen contact information and preferences.

Follow this 4 Step Process.

- 1) Ensure the safety of yourself and your family, and your readiness to deploy - which will always be your number 1 priority.
- 2) Look and Listen for information about the deployment. The following forms of communication may be used to contact you.
 - a. Email
 - b. Phone
 - c. Text Messaging
 - d. City of Issaquah Website: <https://www.issaquahwa.gov/>
 - e. ICC Web Site: www.issaquahcert.org
 - f. FRS/GMRS Radio: Channel 2, Sub-channel 0
 - g. Ham Radio:
 - i. Primary: Fire Repeater - 444.525 plus 5 MHz offset, tone 127.3 (Cougar), backup tone 103.5 (Squak)
 - ii. ICST EOC coordination channel (ICST1): 146.56, tone squelch 71.9 (Simplex)
 - iii. CERT teams (ICST3): 445.975, tone squelch 71.9 (Simplex)
 - h. Radio: AM 1700
 - i. TV: ICTV 21
- 3) Reach out and attempt to initiate contact if you haven't heard from anyone already.
 - a. Speak up on the radio: "This is Bob, Highlands CERT Team 9, does anyone know if there is a CERT deployment in effect?" GMRS or amateur radio use your name and call sign.
 - b. Call the EOC at 425.837.3180 - or 425.837-3221 (Police Dispatch) if EOC number is unavailable.
 - c. Initiate contact with your immediate CERT Team members:
 - i. Use your document of key contact information, as agreed within your team, and for intra-team communications.
 - ii. Use your team's designated meeting place.
 - iii. Find a Buddy to work with
- 4) Reach out and attempt to initiate contact
 - a. If you are a Permanent Emergency Worker, you are formalized as soon as you receive instructions.
 - b. As a general volunteer, complete a Temporary Emergency Worker Registration to become a Temporary Emergency Worker for the duration of the deployment.
 - c. When formally deployed you should know the Mission Number and your Team Leader.
 - d. Follow instructions of the Issaquah Incident Management Team (IMT).

"Self-Activation" is your personal choice to take action before being asked to do so under a declared Mission Number. When self-activated you are only protected by the Good Samaritan Act.

Acronyms and Points of Contact (POC)

EOC – Emergency Operations Center:	Public Works Operations – 425.837.3180
Issaquah Emergency Manager:	Jared Schneider
Community Emergency Response Team (CERT) POC:	Bob Otis, Bruce Wendt
Issaquah Communications Support Team (ICST) Radio Officer:	Mike Crossley
Community Points of distribution (CPOD) POC:	Scott Petty
Issaquah Citizen Corps (ICC) President:	Bob Otis

For any questions: Contact Bob Otis at info@issaquahcitizencorps.org

Please print a copy of these guidelines for reference

(AWB, 2016; RMO:2023)

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