

Emergency

Alert

System

VENTURA COUNTY, CALIFORNIA

LOCAL EMERGENCY AREA PLAN

Local Emergency Communications Committee

May 2004

EMERGENCY ALERT SYSTEM COMMUNICATIONS OPERATIONS ORDERS VENTURA COUNTY FCC LOCAL AREA STATE OF CALIFORNIA

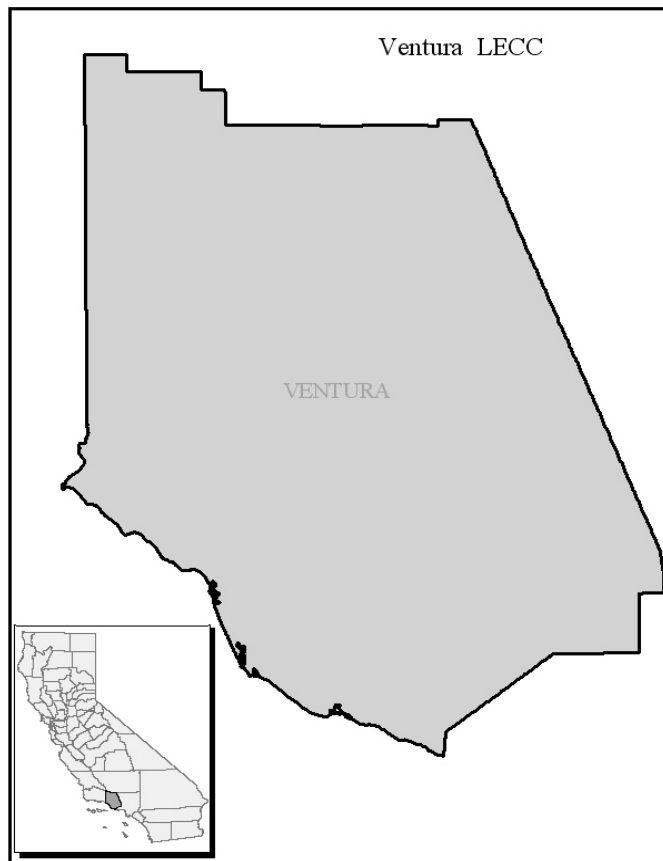
MARCH 11, 1998 original approval date

MAY 12, 2004 updated with previously issued changes and administrative updates

This is part of the State of California Emergency Alert System Plan that replaces the Emergency Broadcast System plans and procedures.

This FCC Local Area includes all of the broadcasters and cable television companies in and serving the counties listed below.

<u>FIPS CODE:</u>	<u>COUNTY:</u>	<u>Adjoining Counties:</u>
06111	Ventura	06029 Kern 06037 Los Angeles 06083 Santa Barbara



**EMERGENCY ALERT SYSTEM (EAS)
COMMUNICATIONS OPERATIONS ORDERS**

FOR

**THE VENTURA COUNTY, CALIFORNIA
FCC LOCAL AREA PLAN**

**MARCH 11, 1998
MAY 12, 2004 (Updated)**

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 1:

MONITOR PLAN

1.1 The co-LP1 stations are KVEN 1450 kHz and KHAY 100.7 MHz. The LP1 stations will monitor:

- a. KMGQ 97.5 Santa Barbara
- b. KFI 640 Los Angeles
- c. NWS 162.400 Santa Ynez Peak. Forecast Office: Oxnard
- d. CLERS 453.675 Red Mountain
- e. RPU 161.730 KVEN/KHAY Traffic Frequency
- f. KCAQ or KVTA 104.7 or 1520 Ventura County LP-2 Stations

1.2 The co-LP2 stations are KCAQ 104.7 MHz and KVTA 1520 kHz. The LP1S (Spanish) station is KMLA 103.7 MHz. The LP2 and LP1S stations will monitor:

- a. KVEN 1450 or KHAY 100.7
- b. KFI 640 Los Angeles
- c. NWS 162.400 Santa Ynez Peak. Forecast Office: Oxnard
- d. CLERS 453.675 Red Mountain
- e. RPU 161.730 KVEN/KHAY Traffic Frequency
- f. KMGQ 97.5 Santa Barbara

1.3 All LP radio and TV stations and Cable TV control points must monitor the following:

- a. KVEN or KHAY **and** KCAQ or KVTA

6.1 In addition, but not in lieu of, any other station listed in 1.1 and 1.2 above are recommended monitoring for LP radio and TV stations and Cable TV control points.

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 2:

EVENT CODES

In addition to the Event Codes required to be carried by the Federal Communications Commission, all participants in this FCC Local Area will carry the following Event Codes.

2.1 Will be carried:

CAE	Child Abduction Emergency
CEM	Civil Emergency Message
EVI	Evacuation Immediate
FFW	Flash Flood Warning
FLW	Flood Warning
SVR	Severe Thunderstorm Warning
TOR	Tornado Warning
TSW	Tsunami Warning

2.2 Recommended (voluntary) messages to be carried:

FFA	Flash Flood Watch
FLA	Flood Watch
HUW	Hurricane Warning
HWW	High Wind Warning
TOA	Tornado Watch
WSW	Winter Storm Warning

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 3:

NATIONAL WEATHER SERVICE

- 3.1 All National Weather Service WARNING messages and EAS ACTIVATION REQUESTED messages will be transmitted over the National Weather Radio (NWR).
- 3.2 LP1 and LP2 / LP1S stations are required to monitor the NWR frequency serving their area of responsibility. All LP radio and TV stations and Cable TV control points are urged to also monitor their NWR transmitter to provide a redundant path.
- 3.3 The NWR transmitter carries three (3) digital headers, the NWR receiver alert tone, the EAS attention alert tones, the audio message, and the three (3) digital End-Of-Message (EOM) transmissions. No verbal message may exceed 120 seconds in length, but the broadcasters in this Local Area expect them to be confined to 50 seconds or less. EAS terminals will not record any EAS activation that runs longer than 120 seconds. EAS receiving terminals will not record any activation message from any source that does not receive the EOM inside 120 seconds.
- 3.4 In the event the NWR transmitter is off the air, the NWS office shall telephone the below listed stations in the following order, until an operable station is reached:
 - (1) LP1 stations (KVEN / KHAY) at *(omitted in public copies)*.
 - (2) LP2 stations (KCAQ) at *(omitted in public copies)*.
(KVTA) at *(omitted in public copies)*.
 - a. Identify yourself State the reason you are activating the Emergency Alert System. Be prepared to authenticate in accordance with COO Number 7. The broadcast station shall be prepared to immediately record your message. You may be asked for a level; say: "level level level level, level."
 - b. Upon receiving the go-ahead, say: "5, 4, 3, 2, 1. This is the National Weather Service office in Oxnard, We are activating the Emergency Alert System for a (nature of the warning)."

Read the message. It must not exceed 115 seconds.

"This concludes this Emergency Alert System message from the National Weather Service."

Remain silent until the broadcaster tells you it has been received OK.
- 3.5 The National Weather Service will serve as a back up transmission point for EAS AMBER alerts issued by the California Highway Patrol (CHP) in the event the local

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 4:

**HOW TO ACTIVATE AND TRANSMIT A LOCAL BROADCAST
(For the LP1 / LP2 and LP1S Stations Only)**

4.1 From the EAS terminal

- a. If the Event Code coincides with one shown on the COO Number 2.1 you will put it on the air as soon as possible using the prescribed EAS terminal instructions.
- b. You may rebroadcast any other Event Code message at your discretion.

4.2 From a telephone call

- a. You receive a telephone call from a person or agency authorized to initiate the Emergency Alert System. Authenticate by the procedure shown in COO Number 7. Radio or teleprinter transmissions from the NWS, CHP, another EAS station, local or state government do not require authentication.
- b. Start recorder to record message. Tell the telephone caller to "countdown and go." Caller's out-cue is, "This concludes this broadcast from the (Name of Agency) in (location).
- c. Program your EAS terminal with the appropriate FIPS delivery and Event Codes.
- d. Cue up message (if on external recorder) for broadcast. Fade out the program in progress and announce:

"We interrupt this program to activate the Emergency Alert System for the Ventura County Area. Important information will follow. "

- e. Activate your EAS terminal. Read or play the message. Announce:
"This concludes the Emergency Alert System bulletin. All broadcast stations and cable systems may now resume normal operations."
- f. Resume normal broadcasting. Do not editorialize or comment on the incident as it may be construed as an official announcement. Repeat the highlights of the warning every 5-10 minutes, if possible, during the period of warning.
- g. Log it. Assure the FCC, Washington D.C. is notified in writing in accordance with their request to be informed.

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 4: (CONTINUED)

- 4.3 Any broadcast station may activate the EAS and read the message, upon receipt of any "EAS ACTIVATION REQUESTED" bulletin from the National Weather Service without delay or additional notification, authorization or permission.
- 4.4 All news and program personnel shall be familiar with the necessity to place EAS messages on the air with the least amount of delay. Periodic training should be conducted.
- 4.5 On-air personnel shall not ad-lib, interpret, abbreviate, or alter any EAS test or broadcast. These shall not be sung, set to music, include music, echo and /or other electronic alteration or production aids.

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 5:

FOR LOCAL GOVERNMENT OFFICIALS TO ACTIVATE THE EAS

Part A

5.1 Agencies and/or officials, specified in part 5.7, are authorized to activate the Emergency Alert System by following these steps:

- 1 . Write the emergency message to be broadcast by all AM, FM, TV and Cable TV stations in the FCC Operational Area Emergency Alert System Plan. Never dictate the message, you are the announcer.
2. Contact the Ventura County Sheriff's Watch Commander at (*omitted in public copies*)

5.2 Designated officials use the following format to activate the EAS when contacting the Sheriff's Watch Commnder:

"This is (Name/Title) of (Organization). I request that the Emergency Alert System be activated for the Ventura County Area because of a (description of the emergency)."

5.3 The LP1 / LP2 or LP1S may use the COO #7 authentication procedure.

5.4 Designated officials and LP1 / LP2 or LP1S personnel will determine the transmission details (i.e., live or recorded, immediate or delayed).

5.5 EAS message originators shall limit their messages to about 50 seconds.

5.6 The originating officials) shall enter the text of the EAS bulletin into the EDIS system as quickly as possible so that all television and Cable TV companies will have the message for clear text viewing by the hearing impaired. This action may even be completed before broadcasting the voice message as it takes several minutes to create the clear text for viewing. EDIS is transmitted in this area via 37.380 MHz but has a very limited range from the Govenunent Center transmitter. A better EDIS source is via free e-mail subscription that can be obtained thru [www. incident. com](http://www.incident.com).

5.7 Agencies authorized to activate the EAS

5.7.1 National Weather Service

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 5: (CONTINUED)

5.7.2 Ventura County Sheriff or designee

5.7.3 State Office of Emergency Services

5.7.4 California Highway Patrol

5.7.5 Authorized city or military base personnel and other authorized personnel within the county are considered prime users and may input the system via the Ventura County Sheriff's Watch Commander. (A detailed Standard Operating Procedure has been distributed by Sheriff's Office of Emergency Services to these prime users giving specific directions for accessing the system)

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 6:

REQUIRED MONTHLY TEST

The Coordinated Monthly Test (Event Code RMT) within every Local Area is required to be carried by all broadcast stations and Cable TV companies. It may be carried simultaneously by the originating station, or delayed by no more than 60 minutes.

[FCC Part 11.61(a) (1)],

- 6.1 The Required Monthly Test in this FCC Local Area is conducted as follows.
 - a. Daytime: Months: January, March, May, July, September and November
 - b. Nighttime: Months: February, April, June, August October and December
- 6.1.1 The daytime RMT will originate from the Ventura County Sheriffs Communication Center on the first Tuesday of the months listed in 6.1.a at 10:30:30 AM for retransmission by all broadcast radio and TV stations and Cable TV companies within the time limit prescribed by the FCC. The Sheriff's Office of Emergency Services may occasionally request that the daytime RMT will originate from the LP1 station or the California Highway Patrol Ventura Dispatch Center. This needs to be done via prior arrangement and advance notifications made to LECC membership.
- 6.1.5 The nighttime Required Monthly Test will originate from the LP1 on the first Tuesday of the months listed in 6.1.b at 3:50 AM for retransmission by all broadcast radio and TV stations and Cable TV companies within the time limit prescribed by the FCC.
- 6.1.3 The Required Monthly Test will take about 30 seconds or less. The message should be short and generic in nature, stating that it is a required test and indicating what to do if this were an emergency message. i.e. tune to local stations etc.
- 6.1.4 Any type of "advertisement" for the originator, mention of names of originating personnel, or information that would be better presented as a public service announcemant should be avoided in the interest of breavity, as this required test is carried by all cable/broadcasters in the county and interrupts all cablecasts and broadcasts. The purpose of the test is two fold: insure operation of the equipment/county wide network and test the ability of the originator to initiate messages.

COMMUNICATIONS OPERATIONS ORDER CA-VEN NUMBER 6: (CONTINUED)

- 6.1.5 The State Emergency Operations Center, or an alternate will retransmit a monthly test over CLERS that may be carried by any LP1, LP2 or LP1S station in addition to the station's weekly test or in lieu of its weekly test, but never in place of a Local Area's Required Monthly Test.
- 6.1.6 The monthly State EAS test over the CLERS frequency is conducted on the first Friday of every month unless otherwise notified, It is transmitted statewide at 10:15 AM with a talk up at 9:45 AM. It will use the DMO Event Code, not an RW Event Code.

This test option may be exercised for carriage by the LP1, LP2 or LP1S stations. There are occasion(s) when the state CLERS transmission system should be tested in conjunction with county facilities and stations.

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

COMMUNICATION OPERATIONS ORDER CA-VEN 7:

AUTHENTICATION BY LOCAL GOVERNMENTS

7.1 An authenticator code is required for use by anyone authorized to activate the Emergency Alert System by telephone, FAX, or other unsecured transmissions. CLERS, EDIS, weather wire, or other hard copy media do not require authentication.

The authentication code list below is obtained from the LECC Chair. To authenticate phone transmissions the caller will give a "Caller" code word and the opposing "Verifier" code words. The receiver can then ask for additional "Code" words and "Verifier" code words, if needed.

THE LECC WILL DISTRIBUTE THIS AUTHENTICATOR AND INSTRUCTION TO THE LOCAL AGENCIES/JURISDICTIONS ON A NEED-TO-KNOW BASIS.

Caller: Verifier:

Code list is distributed under separate cover, if needed.

**VENTURA COUNTY (CA) EAS PLAN
COMMUNICATION OPERATIONS ORDERS**

SIGNATURES OF CONCURRENCE AND APPROVAL

Signature Obtained

/S/ JAY W. BAYMAN, Chair
Ventura County FCC Local Emergency Communications Committee

Signature Obtained

/S/ STEVEN J. GEORGE, Co-Chair for Cable Television
Ventura County FCC Local Emergency Communications Committee

Signature Obtained

/S/TODD MORRIS Area Manager/ Meteorologist in Charge
Los Angeles Office National Weather Service

Signature Obtained

/S/ JIM GABBERT, Chairman
State Emergency Communications Committee

Signature Obtained

/S/ Federal Communications Commission
Washington, D.C. 20554