

ROGUE VALLEY FIRE CHIEFS ASSOCIATION

Document:	Portable Repeater RITA Radio Cache
Section & #:	Model Operational Guidelines #3.15
Adoption Date / Updated Date:	May 5, 2017 / May 2021
Developed / Updated By:	Deputy Chief Bates
Review Date:	May 2023

Purpose:

The intent of this guideline is to establish a communications equipment resource for the Rogue Valley Fire Chiefs Association (RVFCA) member agencies consisting of Portable Radio repeaters and a cache of portable radios. There are two RVFCA Portable Repeaters in the system: One is owned by the RVFCA and housed in Jackson County at Emergency Communications of Southern Oregon (ECSO), and one is owned by Josephine County and housed at the Josephine County Sheriff's Office Search and Rescue (SAR) facility. (Two additional repeaters are available through the Josephine County Sheriff's office, if needed, that operate on V-Tac 34 and V-Tac 36) The portable radio cache is stored at ECSO in Jackson County. In the event that line of sight communications between RVFCA member agency resources on an incident, planned event, or training become limited by terrain or distance, the Incident Commander (IC) or the acting Rogue Valley Fire Defense Board Chief can request that the portable repeater be deployed. (Note that only one repeater can be used in the same area at one time)

The RVFCA Portable Repeaters are designed to repeat the Rogue Valley Tac 3 (RV Tac-3) radio channel (153.8300). Normally, RV Tac-3 is a simplex "radio-to-radio" line of sight frequency. When the RV Portable Repeater is deployed, it receives radio traffic on the Rogue Valley Tac Repeater frequency (150.7900) and repeats it with increased power and an improved antennae location on the RV Tac-3 frequency (153.8300). In order to utilize the repeater, field units will need to program the RV Tac-Repeater channel on their radio with a Transmit PL tone of 118.8 and no PL tone on the Receive frequency. This will help in situations when a user doesn't switch their radio to the repeater frequency set (Rogue Valley Tac-Repeater).

**When the portable repeater is deployed, all users on the incident need to ensure that they have switched their radios from RV Tac-3 to the RV Tac-Repeater channel on their radio (currently in Zone 4, channel 7 of the RVFCA frequency list). If a user does not switch their radio and stays on RV Tac-3, they may not be heard by all other personnel on scene.*

Checkout Log:

- A checkout log will be maintained at each site (Jackson & Josephine Counties) and shall be completed for each issuance and return.
- The checkout must include return date. Emergency contact information must be collected (in case there is an emergency need for the equipment during a non-emergency planned event).

Portable Repeater Deployment:

The Jackson County Amateur Radio Emergency Service (JCARES) has agreed to facilitate the physical deployment of the portable repeater in Jackson County and the Josephine County Emergency Communications (JCEC) has agreed to facilitate the physical deployment of the portable repeater in Josephine County. ***Any deployment requests for the RVFCA Portable Repeaters utilizing JCARES or JCEC will be coordinated through the County Emergency Manager for the appropriate county, or their designee.***

Any RVFCA member agency can deploy the Jackson County repeater on their own as well, outside of using JCARES or JCEC. Agencies should ensure that the check-out log is completed, and an informational message sent to County Emergency Manager so that they know its status in case it is needed for an emergency.

Steps to request the Portable Repeater deployment:

1. Contact the appropriate dispatch center with request.
 - Provide IC (or liaison) contact information and the location of deployment (if known).
2. The Dispatch center will contact the appropriate County Emergency Manager in the County of the working incident or event.
3. The County Emergency Manager will contact JCARES (Jackson County) or JCEC (Josephine County) to facilitate the deployment of the portable repeater. This will be accomplished through communication and coordination with the IC, or his designee, to ensure that the portable repeater is placed in an acceptable location and the IC is aware of the personnel deploying the repeater and tracks their progress.

Personnel deploying the portable repeater must do so in teams of at least two, with the ability to communicate with the Incident Commander or Division/Group Supervisor. These personnel should be tracked with other incident resources within the accountability system.

4. JCARES/JCEC will provide personnel to:
- Set up repeater (will determine best location if none given).
 - Standby staffing at deployment site as needed (must have at least 2 personnel together and tracked as part of the Incident Command System).
 - Relocate the repeater to a different site as needed.

Return of Equipment:

- The hosting agency using the equipment shall remove all batteries from the portable radios (if applicable) and ensure that a thorough inventory of equipment has been conducted.

Maintenance of Equipment:

- Battery Replacement (Portable Radio Cache):
 - Annually, the Rogue Valley Fire Chiefs Association will purchase and replace the Portable Radio Cache disposable batteries.
 - For all *non-emergency events*, the hosting agency will provide batteries for the radio use.
- Normal maintenance costs for the *Jackson* County Portable Repeater and Portable Radio Cache will be provided by RVFCA.
- Normal maintenance costs for the *Josephine* County Portable Repeater will be provided by the Josephine County Sheriff's office.
- Readiness and maintenance checks of the repeaters will be conducted quarterly by JCARES and JCEC.