

Concept

Hurricane Condition (HURCON) is an alert scale used by the [United States Armed Forces](#), primarily the [United States Air Force](#), to indicate the state of emergency or preparedness for an approaching [hurricane](#). This designation is especially important to installations in the southern Atlantic region, as it is most affected by hurricanes. A HURCON will typically be issued 72 hours or longer before a hurricane is expected to strike the installation. **Mississippi Wing CAP will follow suit with this standard as set by the USAF.**

- The scale consists of 4 conditions, decreasing in seriousness, from Secure to Alert. As with [civilian alerts](#), buildings may be boarded up and personnel evacuated. In addition; aircraft, ships, equipment, and other assets will be relocated, tied down, bunkered, or otherwise secured.

The Mississippi Wing Hurricane Plan has been created to provide a template for a Mississippi Wing CAP response to a future Hurricane. This plan is not intended to dictate or restrict actions or operational decisions that future Incident Commanders or Wing Operations and ES Staff may face, but to lay the ground work to make those decisions easier when faced with the pressure posed by emergency circumstances.

Most disaster relief tasks that expected to be assigned to this wing will be in support of the State of Mississippi MEMA or FEMA (Federal Emergency Management Agency) so in a number of places in the plan there will be an emphasis on meeting those needs.

However, we expect tasks to come from many directions so we have tried to build in as much flexibility as possible.

This plan focuses on six main areas:

- Pre-Storm Phase Readiness
- Evacuation
- ICP Location Planning
- Communications
- IT Connectivity
- Public Affairs

I - Pre-Storm Phase Readiness

I.1 - Asset Tracking

WMIRS has been selected as the tool to maintain the real time status of aircraft and

vehicle assets in Mississippi Wing. Maintaining WMIRS records for assets will become critical during hurricane season to better allow for mission staff planning associated not only with evacuations, but mission operations following the storm.

Custodians and the MS Wing Maintenance Officer will be responsible for the following:

- Asset location (including temporary moves)
- Asset access instructions (including combinations)
- Any special information about the asset
- Maintenance cycle status – 100 hours, oil changes, 24 month inspections, etc...
- Currency of aircraft supplies inventory

FAILING TO KEEP THIS INFORMATION CURRENT COULD ADVERSELY AFFECT MISSION PLANNING IN AN EMERGENCY!

I.2 - General Disaster Readiness

These readiness steps are intended to mirror the State of Mississippi's response to potential hurricane threats:

- 1 June (beginning of Hurricane Season): MWG Ops & ES Staff, Unit Commanders, MSWG IC's and Senior Mission Staff will review this plan.
- Conference Calls with evacuation partner units (FEMA) and (MEMA) should take place in early June and at least twice more during Hurricane Season.

Periodic Conference Calls with Wing Staff should begin immediately!

Dial-in number is 302-202-1104, Conference code is 648795 and host code is 2493.

I.3 - Pre-Storm Readiness Protocol

The path of a tropical system that enters the Gulf of Mexico is never completely predictable, but MSWG CAP can take steps to prepare for a possible storm starting five days in advance, without overly committing to a specific post storm footing. The below timeline of events prior to a storm is based heavily on the pre-hurricane preparation milestones used by the State of Mississippi, who will likely be our largest customer for this type of DR mission. This timeline allows room for flexibility with any specific advance planning and preparations that may be required, and provides a framework that the wing staff and assigned Incident Commander can leverage.

The MSWG Director of Emergency Services will act as the initial IC for any storm moving into the Gulf. As the storm moves in and we come to understand the extent of the duties we will be asked to perform, the Wing Commander or his designee will assign the secondary IC to run the ICP.

HURCON Condition 4: Alert phase (72 Hrs from expected Landfall)

Initiate MS Wing Operations Conference Call Schedule now.

Assign a Liaison Officer to the MS Emergency Management EOC.

Hurricane Condition 4 is declared by the Wing commander when the forecast calls for the arrival of a tropical storm with 50-knot (58 mph) sustained winds or greater is possible within **72** hours.

- Check hurricane kits and emergency supplies and issue or procure as required.
- Copy important papers and phone numbers and store in storm-proof location.
- Evacuating individuals should decide now where to go.
- Secure loose objects outside.
- Fill gas tanks of CAP and personal vehicles.
- Secure small buildings and trailers.
- Move portable equipment inside.
- Identify essential personnel and alert or place on standby as necessary.
- Secure hazardous and non-hazardous waste sites at your facilities.
- Designate essential personnel to be recalled for the recovery of your facilities. Review COOP procedure for your Squadron and the Wing.
- Report major problems to your building custodian or hurricane coordinator.
- Begin identification of aircrews for aircraft repositioning and secure SER HUREVAC mission #.* (Obtain from the NOC)
- Prepare your personal response equipment. Team leaders contact all personnel and all team equipment should be checked.
- Review HURON III actions.

HURCON Condition 3: Preparation Phase

Hurricane Condition 3 is declared by the Wing commander when the forecast calls for the arrival of a tropical storm with 50-knot (58 mph) sustained winds or greater is possible within **48** hours.

- Ensure that HURCON IV actions are complete.
- Monitor storm reports on local radio and television stations.
- Individuals planning to evacuate should know the route they will take and consider leaving before an evacuation order is issued.

Notify building custodians to begin hurricane preparations, i.e., secure windows, doors, etc.

Download computer hard drives to disks and take the disks with you upon evacuation.

Cover electrical equipment with plastic and elevate when possible.

Remove loose articles from desks, turn bookcases against inside walls, move furniture away from windows and doors. Lower blinds and close.

Park CAP vehicles where and when directed.

Release non-essential personnel when directed, consider canceling meetings.

Deploy special teams as required. Consider pre-staging additional assets.

Activate Hurricane Net.*

Notify SER of potential for mutual aid requirements.*

Commence evacuation of aircraft from predicted impact areas. Initiate

Pre-stage of response aircraft and equipment.

11. Review HURCON II actions

HURCON Condition 2: Final Preparation Phase

Hurricane Condition 2 is declared by the Wing commander when the forecast calls for the arrival of a tropical storm with 50-knot (58 mph) sustained winds or greater is possible within **24** hours.

- Ensure that all HURCON IV and HURCON III actions are complete.
- Adhere to evacuation orders if provided.
- Board windows and glass doors.
- Fill sinks and tubs with water for bathing and sanitary purposes.
- Maintain accountability of personnel.
- Complete hurricane preparations until directed otherwise.
- EVACUATE** when directed by local Emergency Management.
- If unable to evacuate, stock safe room and be ready to shelter in place.
- Personnel in non-impacted areas should be prepared to respond.
- Listen to the Hurricane Net and watch your emails for basic operational plan.
- Review HURCON I actions

HURCON Condition 1: Secure Phase

Hurricane Condition 1 is declared by the Wing commander when the forecast calls for the arrival of a tropical storm with 50-knot (58 mph) sustained winds or greater is possible within 12 hours.

- Ensure that all HURCON IV, HURCON III, and HURCON II actions are complete.
 - Maintain accountability of personnel.
 - Complete hurricane preparations until directed otherwise.
 - Listen to the Hurricane Net and watch your emails for basic operational plan.
- Use **SAFEROOM** to ride out storm.

I.4

I.4 – Evacuation - Concept discussion

The aircraft evacuation plan is driven by three objectives:

1. Asset protection,
2. Operational availability of evacuated assets, and
3. Minimal effort asked of CAP members facing evacuation.

To meet these objectives, each coastal squadron is paired with an evacuation partner squadron based first on aircraft type, then on distance.

Aircraft at KHSA will be evacuated to KMEI - Meridian, MS.

Aircraft at Pascagoula, MS will be evacuated to KGTR – Golden Triangle

Aircraft at KGPT will be evacuated to KOLV – Olive Branch

Aircraft at KHBG will be evacuated to KHKS – Hawkins (Jackson)

Pairing provides a pool of qualified pilots to evacuate the aircraft and keep the aircraft operational after evacuation. Minimal action should be required by Coastal Units during an evacuation.

Custodian responsibilities

Evacuation partner squadrons are responsible to maintain and operate evacuated aircraft and to return those aircraft to partner squadrons when hurricane risk has passed. Additionally, custodian squadrons must make arrangements for priority access to fuel for two aircraft during a hurricane event.

I.4. B - PERSONNEL

Many CAP members live in areas that may be affected by a disaster. This plan has been created with the expectation that those members will not be leveraged for any storm related tasks from Storm – 72 hours until after storm passage, in order to allow those members to manage personal and family affairs, and evacuation needs. Units will follow their DR checklists as directed by this plan.

I.4. C - EQUIPMENT

The below equipment should be considered for any evacuation plan. It is the responsibility of custodians to ensure that this equipment is located in a manner that it can be evacuated should that need arise.

- Vehicles should be sheltered and out of the predicted surge area.
- Portable Repeaters
- HF Rapid Deployment Packages
- MS Wing Digital Cameras, GPS units and connecting cables
- VIRB camera Equipment
- Command Trailers
- Communications Vans

II - ICP Location and Planning

This plan has approached the question of ICP location with an overarching premise that the ICP should always be located in an area that provides sufficient infrastructure to permit operations, but that it should be close enough to the disaster affected area to permit effective staging without excessively long transits. Based on our experiences from prior disasters we realize that an ICP that has ineffective communications and connectivity can only be marginally effective, so this has been a particular focus. In order to be most effective an ICP requires the following:

- Sufficient logistics infrastructure to support the ICP staff, aircrews, and ground teams
- Communications capability, both by radio and telephone
- Internet connectivity

Based on the above considerations this plan has developed a two pronged ICP strategy:

- 1) Leverage a fixed location and develop that location as much as we can
- 2) Develop the capability to stage an ICP away from a prepared location (Portable ICP)

II.1 - Fixed locations targeted by this planning team:

- Wing Headquarters – KHKS

Communications: The HKS location plans to use its existing radios

Electricity: The ICP is located MS Wing Headquarters where commercially available electricity is available and portable generators can be used to provide power to the location if needed.

Housing Crews & Staff: Members responding to the mission should be prepared with sleeping bags and personal items as these will not always be available.

Local hotels, fuel and food service providers are within a 15-mile radius of HKS. There are limited facilities on base for showering and sleeping, these will be reserved for night operations crew.

Total space in the building is limited to 10 staff.

ICP Kit: The use of the MSWG ES ICP kit with computers, office supplies & equipment is planned to augment available HKS equipment.

II.2 - Portable ICP:

Because not all disasters will permit us to prepare a fixed ICP in advance, and because we cannot prepare for every possible contingency, Mississippi Wing also needs the capability to deploy an ICP that is not tied to a previously foreseen location. This plan envisions the use of the Communications Trailer assigned to MS096 in combination with an airport FBO, or state or local government facility that can be provided for CAP's use, to be leveraged as

an ICP. The Communications trailer at MS048 will likely move north to Wiggins or Hattiesburg if the storm is small or Jackson if large. A number of challenges present themselves here, and this plan has taken steps to provide solutions:

Communications: The MSWG Communications trailers are the primary solution to provide portable comm. support, but portable HF & VHF comm. kits can also be used.

Electricity: In cases where the ICP is not located where commercially available electricity is available, portable generators can be used.

Housing Crews & Staff: Members responding to the mission should be prepared with sleeping bags and personal items as these will not always be available. The IC should make every effort to ensure that cots are provided to crews, ground teams, and staff.

Other Logistics considerations (food, fuel, etc...): The premise is that we will only locate an ICP in a place that can support these needs through intact infrastructure (i.e. commercially available food).

ICP Kit: MSWG ES has created an ICP kit recommendation with computers, office supplies & equipment that can be deployed to support remote ICP operations. The MSWG DOS should be contacted for further information.

III - Communications

III.1 - Concept

The **Mississippi Wing Emergency Communications Plan** and the **MSWG Communications Training and Operations Plan** define the wing strategy both for emergency communications as well as for training requirements to prepare for major missions such as a hurricane response. Both documents can be found on the Mississippi Wing website at this link: www.mswg.cap.gov/. Incident Commanders and Communicators in Mississippi Wing should be familiar with both documents.

III.2 - Communication Readiness Protocol

In addition to the Pre-storm Readiness Protocol listed in Section 1 above, these following steps are outlined as necessary steps for Communications Unit Leaders designated by the Incident commander:

Storm Minus:

- **Five days (-120 hours):**

- CUL appointed by IC.
- CUL coordinates with MSWG Director of Communications:
 - Initiate update to MSWG Emergency Communications Plan and distribute the updated plan. This plan is posted at ?????
 - Initiate coordination of HF frequencies with SER, and ALE frequencies with NTC

□ Locate HF ALE Rapid Deployment packages (RDP) and portable repeaters, and determine if any need to be evacuated.

• **Three days (-72 hours):**

- CUL prepares a detailed Incident Communications Plan and disseminates to staff.
- CUL sends email through all Mississippi wing cap requesting all radio equipment be checked for proper operation, and HF stations be prepared to come on the air and provide assistance and relays.
- CUL briefs HF net controls.
- ICP tests communications assets including HF and VHF circuits. Additional equipment is brought in as needed.
- Communications personnel review this plan.

III.3 - ICP Equipment

The following communications equipment should be available at the Incident Command Post for a Hurricane Response Mission. The Incident Commander and CUL should take appropriate steps to ensure that this equipment is present and functioning correctly when making a decision for ICP location.

Large mission ICP radio equipment should include:

HF: minimum one Micom 2 or 3 with broadband antenna

Second HF radio if available, ALE when available

VHF: minimum 2 EF Johnson 5317 with fixed antennas

Third EFJ 5317 if possible

ISR: as needed to support staff communications

Liaison radios: as needed.

Telephone: Wing cell phone package (WG ES officer)

FAX (Almost all units have a multi function printer/scanner/fax)

EFAX (Check with DC)

Backup power (batteries, generator, etc..)

IV - IT Connectivity

(And a Discussion of Limitations and Alternatives)

The authors of this plan have identified three specific and discrete internet needs that will drive our strategy:

1) WMIRS. Missions of the future will require near real time status and reporting requirements for higher headquarters. The requirement for WMIRS sortie tracking and pre-approval is a reality, and that makes the availability of internet connectivity an integral capability for an ICP.

2) Communication. The ability to correspond with CAP representatives at the NOC, with higher CAP headquarters, with C4 facilities, and with customers, will be integral to the successful conduct of future CAP DR operations in Mississippi Wing.

3) Data Handling. Many CAP DR missions now involve digital imagery, which requires significant connectivity bandwidth. This limitation has been considered, and the proposed alternative is to put images on USB drives or CD's, and then to transport those media either directly to a customer, or to a location which will permit sufficient bandwidth to upload it.

Verizon MI-Fi devices will be used to supply internet. All IC's have been issued a device.

For the Portable ICP concept the use of MI-FI's would become the primary means of ensuring connectivity. This capability has been acquired by MSWG.

V - Public Affairs

One lesson that we have learned from the aftermath of Hurricane Katrina is that any faltering in the Public Affairs battle can give the impression that we have lost the war, even if our mission operations are a resounding success.

The role of Mission Information Officer is absolutely crucial and essential. In a large-scale engagement such as a Hurricane DR mission, not only may CAP encounter many excellent opportunities to show the public how we support our community, state, and nation, but the media may also begin to make demands for access to the mission itself, and to the mission staff. In this regard, prior planning and knowledge of CAP operations, as well as ability to work with and coordinate with outside agencies and the media are the key to success for the Mission IO. For missions assigned by the State of Mississippi, all media releases will be coordinated with the overall IO at the EOC.