



WARREN COUNTY SHERIFF'S OFFICE



SECTION 030: NOTIFICATION OF DRILLS

EFFECTIVE DATE: 04/13/15

AUTHORITY: SHERIFF NATHAN H. YORK

PRIOR REVISION: 05/01/12

ACCREDITATION STANDARDS:

1. Any agency wishing to host a Mutual-Aid or single agency drill that will include the services of the Warren County Communications Center must **at least three (3) business days prior to the drill:**
 - A. Obtain the approval of the Fire Coordinator for fire related operations and activities, or
 - B. Obtain the approval of the EMS Coordinator for EMS related operations and activities.
2. Following approval, the Fire and/or EMS Coordinator, must notify at least one of the following:
 - A. The Communication Supervisor
 - B. The Undersheriff, in the absence of the Communication Supervisor
3. Notification must also be made to any other County Coordinator if their county is participating in the exercise.
4. The agency hosting the drill must provide the Communications Supervisor, or in his absence the Undersheriff:
 - A. The Date and Time of the exercise.
 - B. Location of the exercise.
 - C. Duration of the exercise.
 - D. List of agencies participating.
 - E. List of frequencies to be used.
 - F. What may be expected of the Communications Center Staff.
5. This procedure applies to all In-County and Out-of-County agencies requesting Warren County resources.
6. If prior to the start of the drill, the Fire Control center has **not been properly notified**, permission to use county radio frequencies the exercise will be **denied** by the Communications Center staff, and notification made to the Communication Supervisor.
7. If an actual incident occurs within Warren County at any time during the exercise, and it is determined by the Communications staff, Fire Coordinator or EMS Coordinator that the activities at the drill are interfering with emergency operations, participation by the Communications Center will be terminated.