

Los Altos Arts & Wine Festival 2026

Information for Hams & CERTs

Print and bring with you important pages in this package. Copies will not be available at the event.

1. Times

- Morning shift briefing will begin promptly at 9:30 AM; afternoon shift briefing is at 1:30 PM. Please arrive early. Everyone will need to sign in on the ICS-211 form.
- If you need to be sworn in for DSW, there will be an additional form to sign.
- The Festival runs from 10:00 AM to 6:00 PM
- Morning shift: 9:30 AM to 2 PM. Afternoon shift: 1:30 PM to 6 PM.

2. Equipment Needed

Hams

- Dual band HT with enough batteries to last the length of your shift. Our primary frequency is in the 70cm band, and our backup is in the 2-meter band, so a dual band HT is necessary. Please charge all batteries the previous night – we may not have power available to charge batteries on-site.
- Earphones, earbuds or speaker mic highly recommended. It won't be that noisy (except in the band area), but holding an HT to your ear for the entire shift isn't recommended.
- An after-market antenna is suggested, preferably with some additional gain. We will be using the local Los Altos repeater, so coverage should not be an issue (see attached ICS-205 for frequencies).

CERTs

- We will issue you a small fanny pack with basic first aid supplies you might need during the festival. You should carry this with you during the event. Please return the packs at the end of your shift – we have a limited supply.
- FRS/GMRS radios will be available. A couple shifts have more CERTs than hams and, in those cases, we will send out teams of two CERTs with a radio.
- Your personal CERT backpack. Is optional, since we will provide a small first aid fanny pack but bring it if you wish. You can leave your backpack in your car or at Staging. If you feel more comfortable using your backpack than our small fanny pack, feel free to use your own.
- CERTs will be paired with a ham operator to provide communications as needed. If you are also a licensed ham and want to carry your HT to monitor ham communications (no transmit), feel free to do that. Use a headset.
- We will have larger red medical packs available at Net Control. These are typically used if there are multiple injuries.
- Review Medical Ops section of the FEMA CERT training manual as a refresher.

3. Other Items (hams and CERTs)

- Reflective vest.
- Shorts are OK; it will be warm.
- Hat/sunscreen/water, etc.
- Name tag (if you have one) – SPECS card, a club card, DSW card or equivalent
- There will be an ICS-211 Sign In/Sign Out log – be sure to sign in AND out.

4. Radio Frequencies

- All frequencies are listed on the ICS-205 form later in this packet. Program your radio for these frequencies.

5. Resource Net/Travel Net

- The Resource Net (aka Travel Net) will be in operation from 8:30 to 10:00 and noon to 1:30 PM each day. There will NOT be an end-of-shift Resource Net. All hams who are covered with County DSW are encouraged to use the Resource/Travel Net for travel to the event to become familiar with County procedures. The Resource/Travel Net will be on the K6SNY (443.275 + 107.2), and W6ASH (145.270 - 100) repeaters. The repeaters will be linked.

6. Directions and Parking

- Parking is challenging, since this is one of the larger events held in Los Altos. There is no reserved parking space for volunteers. Suggested parking is at the Community Center on Hillview Ave. This is about a 10-minute walk to the festival. Some of the parking plazas (Plaza North and Plaza South) will be available but will likely fill up quickly. Parking is available at Los Altos High School, but this is a 15-20 minute walk. There will be no shuttle bus service to the high school.

7. Meeting Point for Briefings for all hams and CERTs

- Staging will be in the driveway next to Wells Fargo Bank on Main Street (see map). We will have a tent, table, and several chairs behind the police department tent in the driveway of the Wells Fargo Bank building.
- Be on time or better yet, be early. Sign in on the 211 and if appropriate, the “Day of” DSW form.
- Snacks and drinks will be available. Stay hydrated if it is hot.

8. Miscellaneous

- For Net Control operators and scribes: you will need to use your personal HT and headset while operating as the NC/Scribe – the repeater we will be using is close by and easily reached with an HT on low or medium power. We will have a supply of ICS-309 forms available for NC/scribe use. We “might” have a 50 watt mobile rig available but if so, its primary use will be for running the Resource Net.
- Forms: no forms will be provided at the event beyond the ICS 211 sign-in form. Please bring adequate copies of ICS-214 Unit Activity Log and ICS-309 Communications Log.

DOWNTOWN LOS ALTOS



MAP LEGEND

- M Margaritas
- B Beer
- S Soda/Water
- G Glassware
- V Food Villages
- Sp Spirits
- W Wine:
- W1 Byington
- W2 Domenico
- W3 Naumann
- W4 Page Mill
- W5 Qvevri
- W6 Ridge
- W7 Thomas Fogarty
- W8 ShunYi

- CM Community Mural
- ★ Entertainment
- i Information/Lost & Found
- + First Aid Station
- PD Police
- R Restrooms
- H Handicapped Restrooms
- CZ Chill Zone
- NC Net Control
- H&C Ham & CERT Staging

- P Parking
- HP Handicapped Parking
- RS Rideshare Drop off/Pick up
- \$ ATM Locations
- FS Free Speech
- Su Sustainability Square
- Bike Bike/Stroller Valet Parking

Artists Spaces numbered on map by streets:

- 100s: On State between 1st – 2nd Streets
- 200s: On State between 2nd – 3rd Streets
- 300s: On State between 3rd – 4th Streets
- 400s: On Main between 1st – 2nd Streets
- 500s: On Main between 2nd – 3rd Streets
- 600s: On Main between 3rd & State Street
- 700s: On Main between State & Edith



FOOD VENDORS

- Olde Tyme Kettle Korn-Second St., FS7
Kettle/Caramel Popcorn, Boba and Thai Ice Tea
- XOT Belong-Second St., SBT6
Hot Sauces
- Street Stix-Second St., FS1
Pork & Veggie Lumpia, Fish and Lobster Ball, Chicken Katsu & Tonkatsu Rice Bowls, Ube & Pandan Glazed Turon, Ube & Pandan Halo Halo
- Aroma Concessions-Second St., FS10
Fried Artichokes, Fried Zucchini, BBQ Sausages, Hot Dogs, Corn Dogs, Smoked Turkey Legs, Oysters, Sausages, Garlic Fries
- Dippin Dots-Second St., FS11
Dippin Dots Ice Cream
- Chef Chu's - Los Altos Rotary-Second St., FS3
Chinese Chicken Salad
- JC's Holey Donuts-Second St., FS4
Mini Donuts, Milk
- Coastal Paella-Second St., FS5
Seafood Paella, Ribeye or Shrimp Skewers
- Aki Sushi Taco-Second St., FS6
Sushi Tacos

- Barrett's Lemonade-Various Locations
Second St., FS6, FT3, FT7 and FMT1
Handshaken lemonade, strawberry or blueberry
- Thai Street Food-Second St., FS8
BBQ Honey Chicken and Pork, Thai Stick, Satay Chicken, Thai Iaco Pork and Chicken, Roti, Papaya Salad, Basil Chicken, Pad Thai
- Willie D's-Second St., FS9
Sweet & Savory crepes, Baked potatoes & Sweet potatoes, Jacos, Asada Fries, Pineapple terryaki bowl, Churros and Pretzels
- Delightful Foods-Third St. SBT4
Pies, Cookies
- B Food International-Third St., FT1
Gyros, Philly Steak, Vegetarian, Falafel, Cane Asada Fries, Curry Fries, Sasuage 11/2lb
- Gourmet Faire-Third St., FT2
Grab Rolls, Corn (Turkey or Hot Link) Dogs, Crab Garlic Fries, Beer Batter Garlic Fries, Breaded Chicken Tenders
- Mediterranean Delight-Third St., FT4
Filet Mignon Kabob Plates with Rice and Salad; Garlic Chicken Kabob Plates with Rice and Salad; Crab Salad; Lobster Garlic Fries; Ribeye Steak Fries
- Alex Grilled Tacos-Third St., FT5
Grilled Asada, Al pastor and Chicken Tacos

- Tropical Hut-Third St., FT6
Non-alcoholic Pina Colada in a Pineapple, or Coconut
- Twisted K's-Third St., FT8
Soft Serve Ice Cream, Dole Whip
- Nan's Gourmet Foods-Third St., SBT1
Aged and Infused Balsamic Vinegars, California Blended Olive Oils, Handcrafted Flavored Pasta
- Blissful Bite LLC-Third St., SBT2
Baklava, Mixed Nut Baklava, Vegan Baklava
- Sam's Gourmet Jams-Third St., SBT3
Various Pre-packaged Jams
- Mike & Niki's Honey-Third St., SBT5
Honey, Honeycomb, Honey Sticks, Creamed Honey in assorted flavors
- Jerky Jerks Jerky Hut-Third St., SBT7
40 Flavors Gourmet Top Sirloin Jerky, 15 Flavors Exotic Game Meat Jerky, 5 Flavors Beef Sticks 15 Flavors Corn Snax
- Primo's Gourmet Food-Third St., SBT8
Dips, Spices, Olives, Mustards, Sauces, Pickled Veggie, Basilic Vinegars, Marinades
- Natures Candy Co.-Third St., SBT9
Flavored nuts & dried fruit



FESTIVAL EXHIBITORS

Scan QR code for booth number location

COMMUNICATIONS PLAN SCCo ARES/RACES/ACS		1. Incident Name/Location 2026 Los Altos Arts & Wine Festival			2. Activation Number LOS-26-01		3. Operational Period Date/Time From Date: 7/11/2026 To Date: 7/12/2026 From Time: 0900-1800 To Time: 0900-1800		
4. Communications Resources									
Ch #	Function	Call Sign and/or Sys / Net / Ch / TG Name	Assignment	Rx Freq N / W	Rx Tone or NAC	Tx Freq N / W or + / - / S	Tx Tone or NAC	Mode A,D, M	Remarks
	Resource Net	AA6BT Repeater* W6ASH Repeater K6SNY Repeater		146.115 + 145.270 - 443.275 +	none	146.715 145.670 448.275	100 100 107.2	A	*AA6BT is offline and will not be used. Repeaters will be linked
	Tactical Primary	K6LOS4		441.525 +	none	446.525	123.0	A	
	Tactical Backup 1	K6LOS2		146.940 -	none	146.340	123.0	A	
	Tactical Backup 2	Simplex		146.595 (S)	none	146.595 (S)	n/a	A	
22	GMRS		CERT	462.765(S)	none	462.765(S)	n/a	A	
	Police Dispatch	Direct dial number	650-947-2779						
	Cell/Text Phone Saturday	Jim Clark Harry Boadwee (AM) Sunshine Pooley (PM)	650-823-3265 650-255-9369 669-241-9182						Los Altos ARES Event Contacts
	Cell/Text Phone Sunday	Art Whipple Ed North (AM) Anthony Tam (PM)	650-823-9433 650-823-1298 650-209-2128						
5. Special Instructions									
ICS 205 SCCo RACES		6.Prepared by (Communications Unit Leader) Jim Clark - N6JRC			7.Prepared Date/Time 07/03/2026			8. Page 1 of 1	

See reverse for instructions. All channels are shown as if programmed in a base station, mobile or portable radio. Repeater stations must be programmed with the Rx and Tx reversed.

Job Description - Field Responder

Tactical Call

Net Control may assign you a tactical call such as "Team 1" or "Rover 1". If one is assigned, use it for all of your contacts with Net Control. At the same time, do not forget to ID with your assigned FCC call at least every ten minutes. The best way to do this is at the end of your transmission, close with both your tactical call and your FCC call sign, such as: "This is Team 1, N6JRC."

You may be assigned to work with a CERT responder. In this situation stay with your CERT partner throughout your shift. You and your CERT partner should discuss beforehand how you (as a team) will handle an emergency situation. Specifically, decide who will call 911. This might be the CERT member because the 911 dispatcher typically asks questions that are best answered by the person working with the victim.

Check in with Net Control

When Net Control is operational, contact them for a radio check, and to let them know you are ready to depart. Net Control may assign you a tactical call sign to use. If so, write it down.

Coverage Area

Unless assigned differently by Net Control, your coverage area is the entire Festival. See the map for further details. You do not need to continually walk the entire Festival - when appropriate stop by the Staging area for a rest break.

Job Responsibilities

- Walk the Festival areas (including the Kid Zone and entertainment areas).
- Log any communication with Net Control using your ICS214 Unit Activity Log.
- Periodically inform Net Control as to your location. Consider contacting Net Control when your location changes significantly, such as moving from the Kid Zone to Main Street, to State Street, etc. This will help Net Control know where all resources are at any given time.
- Net Control will conduct periodic health & welfare checks. Respond with your tactical call, location and end with your FCC call sign.
- If staffing permits, you may be assigned to the First Aid station. Your responsibility here is to relay situation status to the medical staff as needed. Keep your radio on and monitor at all times.
- Keep an eye out for individuals that may need assistance. If the temperature is high, people will tend to sit on benches or the edge of the sidewalk, planters, etc. If assistance is needed, contact Net Control.
- If 911/emergency assistance is needed, first dial 911, then notify Net Control. Your first responsibility in this situation is the victim and the 911 operator followed by Net Control. Stay at the situation in case additional information is needed.
- Because of your vest, you will be viewed as a walking information booth. Help as you can, but also know where the Festival information booth is and refer people to that location.
- Stay with any lost child or lost parent and report to Net Control. Net Control will notify police who will determine whether you should bring a child or parent to the Police Tent. Usually they (PD) come to you.
- Report any disturbances (normally in the entertainment areas) to Net Control.
- Perform other assignments per instructions from Net Control

End of Shift

At the end of your shift, Net Control will notify you to return to the Staging Area and sign out using the ICS-211 form. Turn in paperwork as necessary.

Job Description - Net Control Operator

Tactical Call

Use the tactical call sign "Net Control." Use it for all of your transmissions. At the same time, do not forget to ID with your assigned FCC call at least every ten minutes. The best way to do this is at the end of your transmission— close with both your tactical call and your FCC call sign, such as: "This is Net Control, N6JRC."

Nets to Cover

See the ICS205 for the Festival tactical net frequency. This net will be operational from 9AM to 6PM.

Logging and Forms

- Some forms may be available at the Festival, but you should bring your own ICS 309 forms.
- Log all communications.
- Be prepared with your own Net preamble to open the net, and periodic announcements about the net's purpose.

Job Responsibilities

- Manage all net communications
- Maintain "situational awareness" as to where rovers/Field Responders are in the Festival area.
- Perform Health and Welfare checks every 20-30 minutes.
- For situations needing police or medical assistance, gather information, dial 911 and work with the PD Dispatcher who will guide you as needed based on the specific situation.

End of Shift

At the end of your shift, do a shift change with the new shift operators or close the net after everyone has returned to Staging. Sign out on the ICS-211 form. Turn in any paperwork as necessary.

Job Description - CERT Responder

Tactical Assignment

Sign in at Staging where you will be paired with a Communicator (ham) and provided a tactical name such as "Team 1" or "CERT 1". Your Communicator will use it for communications with Net Control, including periodic health & welfare checks. DO NOT lose track of your Communicator at any time.

Discuss with your ham Communicator how you as a team will handle emergency situations. Specifically, discuss who should be calling 911 and working with the 911 operator. This may be you, the CERT. Sometimes the 911 operator will ask questions about the victim that are best answered by the person who is talking with the victim.

Supplies/Forms

See other parts of these instructions for specifics related to this event. Generally, CERTS have a go-bag with PPE, supplies, and forms to perform the CERT functions in the FEMA Basic CERT Training curriculum. For this event, the go-bag may be stored at the staging area, and a small amount of PPE (gloves, N95) and first aid materials (e.g. triage tape, sterile gauze, roller gauze, bandages) can be carried in the field. Red medical packs will be staged and available to be deployed to a CERT if needed. CERTS should carry with them a clipboard, pen, and multiple copies of forms: ICS214 Unit Activity Log; Lost Child/Parent Info Sheet; Patient Treatment Area Record; Patient Treatment Report.

Coverage Area

Unless assigned differently, your coverage area is the entire Festival. See the map for further details. You do not need to continually walk the entire Festival. When appropriate stop by the Staging area for a rest break.

Job Responsibilities

- Walk the Festival areas (including the KidZone and entertainment areas).
- Log any key communication with your Communicator partner using your ICS214 Unit Activity Log.
- Net Control will conduct periodic health & welfare checks. Your Communicator partner will respond to Net Control for the two of you.
- Keep an eye out for individuals that may need assistance. If the temperature is high, people will tend to sit on benches or the edge of the sidewalk, planters, etc. If assistance is needed, provide assistance within your training, and ask your Communicator to contact Net Control.
- If 911/emergency assistance is needed, dial 911 as discussed with your Communicator. The Communicator will also notify Net Control. Stay at the situation with your Communicator.
- Because of your vest, you will also be viewed by the public as a walking information booth. Help as you can, but also know where the Festival information booth is and refer people to that location.
- Stay with the lost child/lost parent and have your Communicator report to Net Control. Net Control will notify police, and they will determine whether you should bring the child to the Police Tent. In most cases they (PD) come to you.
- Report any disturbances (normally in the entertainment areas) to your Communicator to provide to Net Control.
- Perform other assignments per instructions from Net Control.

End of Shift

Net Control will notify your Communicator for the two of you to return to the Staging area and sign out using the ICS-211 form. Turn in paperwork as necessary. Turn in the CERT fanny pack and vest.

Job Description - Incident Commander

Tactical Call

Use the tactical call sign "IC." Use it for all of your transmissions. At the same time, do not forget to ID with your assigned FCC call at least every ten minutes. The best way to do this **is** at the end of your transmission, close with both your tactical call and your FCC call sign, such as: "This is Net Control, <your callsign>."

Logging and Forms

- Some forms may be available at the Festival, but you should bring your own ICS 309 forms.
- Log all communications and activities.

Job Responsibilities

- Oversee all ham and CERT activity.
- Identify who from PD will be able to do day-of DSW swear-ins.
- Make team assignments as needed
- Run the briefing meeting
- Maintain situational awareness throughout the event.
- Perform "runner" duties as needed by Net Control. This may include notifying the medical staff and/or PD of developing situations.
- Monitor hams/CERTs. Make sure they stay hydrated and are capable of performing their duties.

End of Shift

At the end of your shift, do a shift change with the new shift operators or close the net after everyone has returned to Staging. Sign out on the ICS-211 form. Turn in any paperwork as necessary.

Incident Report (911)

Field Numbers Correspond to Instructions on Back of Printed Form

PDF 0.5

Date: ¹	Time when incident was observed: ²
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Incident Address:³

Common Place Name:⁴

Brief Description:⁵

Reporting Person Name:⁶

Phone:⁷

Victim / Patient

Gender:⁸

Male

Female

Age:⁹

Adult¹¹

Child¹¹

Is Patient Conscious:¹¹

Yes

No

Is Patient Breathing:¹²

Yes

No

Injury / Medical Condition:¹³

Name¹⁴

Phone:¹⁵

Suspect / Subject

Race:¹⁶

Gender:¹⁷

Male

Female

Age:¹⁸

Height:¹⁹

Weight:²⁰

Hair:²¹

Build:²²

Clothing:²³

Last Known Location:²⁴

Weapon Seen:²⁵

Vehicle (e.g. hit-and-run or suspect's vehicle. Not necessary for most traffic accidents.)

Color:²⁶

Year:²⁷

Make:²⁸

License:²⁹

State:³⁰

Model/Type:³¹

Fire

Structure Type:³²

Number of Stories:³³

Visible:³⁴

Smoke

Flames

People Inside:³⁵

Yes

No

Additional Details & City Service Requests

³⁶

Reporting Location:³⁷

Person Taking Report:³⁸

Radio Operator Only:

Message Numbers:

Origin:

Destination:

Relay:

Rcvd:

Sent:

Name:

Call Sign:

Date:

Time:

Lost Child / Parent Info Sheet

Date: _____ Time: _____ Station Reporting: _____

Contacted by: Father Mother Child Other: _____

Child Information: **Found** **Lost**

Name: _____ Male Female Age: _____

Clothing: _____
(top) (bottom) (hat)

Description: _____

race: _____ hair color: _____ height: _____ weight: _____

Location Last Seen: _____ Time Last Seen: _____

Parent Information

Father's name: _____ Station with Father: _____

Father's Location: _____ Cell Phone: _____

Mother's name: _____ Station with Mother: _____

Mother's Location: _____ Cell Phone: _____

Time	Notes

Time Found Child Parent: _____ **Found By:** _____ **Location:** _____

Time Reunited: _____ **Location:** _____

Safety and Security Instructions for Ham and CERT Volunteers

During the event, if you observe a 911-type emergency of any kind, immediately assess your personal safety situation. If you might be in danger where you are, move to a safe location. When it is safe to do so, call 911 (or direct-dial 650-947-2779) to report the emergency to Los Altos Police Dispatch. When it is safe and you are able, notify net control on your radio about the emergency. Follow instructions from Police Dispatch, Police Officers, and Net Control to the extent you are able, and if it is safe to do so. Possible emergencies might include a vehicle accident, medical emergency, lost or found child, active shooter, earthquake, or other emergency.

Focus on Your Safety First

- Be prepared
- Be alert
- Remain calm
- Keep yourself safe
- If you see something, say something

Active Shooter

- Run – evacuate away from danger to safety
- Hide – if running is not an option, seek cover, concealment or barricade options
- Fight – as a last resort, use any weapon
- Follow Police Officer directives

Responding Police Officers

- Police will respond to the last known location of the shooter
- Police will bypass victims
- Remain calm when encountering police officers
- Keep your hands in the air
- Keep your hands visible

Earthquake

- If inside – drop, cover, hold
- If outside – move to an open area or space
- If in a vehicle – stop in a clear area
- Avoid falling debris and be aware of downed wires
- After the shaking stops, move to a safe area

Lost/Found Child

- Stay with the child or reporting parent at all times
- Call 911 (or 650-947-2779) to report “I have found a child” or “I am reporting a missing child”
- Try to keep the child (or parent) near the location where you found them, until instructed by Police; if they won’t stay put, go with them
- Notify net control of the emergency as soon as you are able to do so

Health Protections

- Notify your event contact, and do not come to the event if you feel ill or have been in contact with someone who is ill
- Wearing face masks is optional for the event
- Bring hand sanitizer or disinfecting wipes for your use



Contents

2 - Tourniquets + Bleedstop
2 - Instant Ice Pack
1 - PURELL Hand Sanitizer Gel 1 fl oz
2 pr - Nitrile Gloves, Medium
2 pr - Nitrile Gloves, Large
2 - Mylar Thermal Blanket
1 - Triangular Bandage
1 - 12-hr Green Glow Stick
2 - 4" X 4" Gauze Pads
5 - 2" x 2" Gauze Pads
1 - Abdominal Pads, 5" x 9", 20 Count
5 - 1" x 3" Fabric Adhesive Bandage
5 - 2" x 4" Fabric Adhesive Bandage
2 pks - STERI Strip Skin Closures 1/8" X 3"
2 - Roller Gauze, 4 Inch x 4 Yards
1 - Coban Wrap
7 - Triple Antibiotic Ointment .5gr Packets
2 - Oval Eye Pads
1 - Medical Scissors
2 - 3M Aura 9205+ N95 Particulate Respirator

Contents

2 - Tourniquets + Bleedstop
2 - Instant Ice Pack
1 - PURELL Hand Sanitizer Gel 1 fl oz
2 pr - Nitrile Gloves, Medium
2 pr - Nitrile Gloves, Large
2 - Mylar Thermal Blanket
1 - Triangular Bandage
1 - 12-hr Green Glow Stick
2 - 4" X 4" Gauze Pads
5 - 2" x 2" Gauze Pads
1 - Abdominal Pads, 5" x 9", 20 Count
5 - 1" x 3" Fabric Adhesive Bandage
5 - 2" x 4" Fabric Adhesive Bandage
2 pks - STERI Strip Skin Closures 1/8" X 3"
2 - Roller Gauze, 4 Inch x 4 Yards
1 - Coban Wrap
7 - Triple Antibiotic Ointment .5gr Packets
2 - Oval Eye Pads
1 - Medical Scissors
2 - 3M Aura 9205+ N95 Particulate Respirator