

**CITY OF GROSSE POINTE DEPARTMENT OF PUBLIC SAFETY**

<b>STORM SIREN ACTIVATION</b>		
<b>Date of Issue: 5-5-2011</b>	<b>Effective Date: 5-5-2011</b>	
<b>Amends/Rescinds: All Previous</b>		<b>Page: 1 of 8</b>
<b>Authorized By: Jim Fox, Director of Public Safety</b>		

**PURPOSE**

To establish guidelines and protocols for the testing and activation of the emergency alert sirens located throughout the following communities, including:

- City of Grosse Pointe Woods
- City of Grosse Pointe Shores
- Grosse Pointe City
- City of Grosse Pointe Park
- City of Harper Woods

This includes the testing schedules as well as the timely notification to the citizens of these jurisdictions when severe weather conditions exist that are life threatening.

**POLICY**

The purpose of this policy and procedure is to outline the necessary actions that must be taken in the event severe weather conditions exist that could endanger the safety and property of those in the aforementioned jurisdictions as well as siren testing.

Grosse Pointe Woods will provide activation of outdoor sirens for the participating aforementioned jurisdictions. Siren activation will be provided in the event of severe weather conditions and for the testing of these sirens on a monthly basis, as provided herein.

Although Grosse Pointe Woods is the primary source for siren activation, the requesting jurisdiction must be able to provide secondary activation of their siren(s). Grosse Pointe Woods will provide the siren activation service at no charge. Maintenance, repairs, and conversions of the siren equipment are the full responsibility of the local jurisdiction.

All aforementioned jurisdictions requesting testing and activation services of their outdoor siren(s) shall do so with a signature acknowledgement from the Director of Public Safety of that jurisdiction.

## **SIREN TESTING GUIDELINES**

It will be the policy and procedure of the aforementioned jurisdictions that the testing process of the early warning system will be tested on the first Saturday of every month. In addition:

- 1) The early warning system shall be activated from the primary site at the Grosse Pointe Woods Department of Public Safety at 1:00 p.m. (1300 hours) on the first Saturday of every month for all aforementioned jurisdictions.
- 2) In the event that severe weather watches or warnings in the aforementioned jurisdictions are posted at 1:00 p.m. (1300 hours) on the first Saturday of the month when the siren testing is supposed to be conducted, this test shall be postponed until the following month.
- 3) If impending weather cancels the test on the first Saturday of the month when the siren testing is supposed to be conducted, then a silent test shall be performed and a call for service indicating same shall be completed by the on-duty dispatcher for each aforementioned jurisdiction. This information will be relayed to the Director of Public Safety who will then forward it to each jurisdiction's Director/Chief.

## **DEFINITIONS**

Severe weather conditions are those weather conditions that could result in widespread or severe damage, injury, or loss of life or property. These conditions include:

- Tornado warnings
- Severe thunderstorm warnings accompanied by winds 70 mph or greater
- Tornado and or funnel cloud sightings that have been substantiated

Tornado: A column of violently rotating winds extending down from a thunderstorm cloud and touching the surface of the earth.

Funnel Cloud: A column of violently rotating winds extending down from a thunderstorm. However, it does not touch the earth.

Severe Thunderstorm Watch: Conditions are present to cause severe thunderstorms. These storms can reach wind speeds of 58 mph or greater and can cause hail of ¾ inch or greater in diameter. Tornadoes form from thunderstorm clouds.

Severe Thunderstorm Warning: Severe thunderstorms are present or will form. These storms have reached wind speeds of 58 mph or greater and or hail ¾ inch or greater in diameter.

Tornado Watch: Conditions are such that a tornado *may* develop in a given area. Fast violent changes in the weather may occur.

Tornado Warning: Tornadoes are occurring or are imminent, as confirmed by the National Weather Service or a visual sighting has been located. Warning to the public must take place immediately.

## **SOURCES OF INFORMATION**

Receipt of information regarding tornado watches, tornado warnings, severe thunderstorm watches, and severe thunderstorm warnings may be received from the following sources:

- Law Enforcement Information Network (LEIN)
- Emergency Alert System (EAS)
  - National Weather Service
  - WJR Radio
  - WWJ Radio
  - Internet
- Local emergency management programs
  - Wayne County

Information received from the general public regarding tornado and or funnel cloud sightings must be substantiated by a public safety officer, firefighter, or other legitimate source prior to sirens being activated.

Any jurisdiction receiving information regarding tornado and funnel cloud sightings are urged to immediately notify the Grosse Pointe Woods Department of Public Safety at 313-343-2400.

If Grosse Pointe Woods is notified by a reputable source that a tornado or funnel cloud has been sighted, the National Weather Service shall also be notified at 248-625-3309 extension 286 (primary) or 248-625-4139, 248-625-4249, or 800-808-0006 (alternates).

## **EARLY WARNING SIREN SYSTEMS LOCATIONS**

<u>JURISDICTION</u>	<u>NUMBER OF SIRENS</u>
Grosse Pointe Woods	Two
Grosse Pointe Shores	One
Grosse Pointe City	One
Grosse Pointe Park	One
Harper Woods	Three



## **SIREN ACTIVATION**

Testing will be conducted, as specified in “Siren Testing Guidelines” above.

All outdoor warning sirens mentioned in the aforementioned jurisdictions will be activated immediately whenever severe weather conditions exist or at the discretion of the Office of Emergency Management.

The siren alert signal for severe weather conditions is a steady tone for three (3) minutes. The frequency of the outdoor warning sirens is 158.760 MHz (same frequency in and out) with a CTCSS tone of 103.5 MHz. The Federal Communications Commission registration number (FRN) is 0002738300 that expires 08-23-2014.

Severe weather conditions are those that could result in widespread damage or severe damage, injury, loss of life, or loss of property. These conditions may include:

- Severe thunderstorms with 70 mph accompanying winds
- Straight-line winds of 70 mph or greater
- Tornado or funnel cloud sightings substantiated by a reputable source
- Tornado warning for Wayne County

Any activation by Grosse Pointe Woods should include radio confirmation to the respective departments confirming activation was successful.

In addition, the following Grosse Pointe Woods' school systems will also be contacted in the event that school is in session during an activation:

Grosse Pointe Public Schools	313-432-3077 (Chris Fenton) OR 313-432-3082 (Building & Grounds)
Harper Woods Public Schools	313-245-3016 (Todd Biederwolf or Michelle Schurmann)
Our Lady Star of the Sea School	313-884-1070, ext. 100 (Main Office)
University Liggett School	313-884-4444, ext. 400 (Main Office)

Grosse Pointe Shores, Grosse Pointe City, and Grosse Pointe Park will be responsible for contacting the schools within their jurisdictions in the event of an activation.

### **GROSSE POINTE WOODS ACTIVATION PROTOCOLS**

After selecting Activate from the SFCDWARE System or Map window, the following screen is displayed. This selection is used to send a preprogrammed activation sequence.



### **AVAILABLE MENU SELECTIONS**

#### **MANUAL ACTIVATION**

Displays the Manual Activation window. This screen is used to send manual activation commands.

#### **CANCEL POLL**

Terminates a poll all or system wide polling sequence.

#### **QUIT**

Closes the Activation Hotkey window.

#### **ACTIVATION HOTKEYS**

Clicking on a hotkey will send a preprogrammed activation sequence to site(s). A message box will appear warning the operator sirens are about to sound:

Click Cancel to terminate activation or OK to continue. Note: Clicking OK will sound sirens! There will be no other opportunity to terminate activation.

Note: Some activation hotkeys may be grayed out. This means the activation password entered does not have access rights to these hotkeys and they are disabled. See your system administrator if you have a concern about your access rights.

### SEND STATUS

This list box displays the actual commands as they are sent out to the siren sites. It will also show if the command was acknowledged by the RTU (individual sites only). Note: Acknowledgment is proof that a remote RTU received the activation command, but not that the siren is actually running and working correctly. The site must be polled to obtain a report of actual status conditions.

### SIREN GRAPHIC

Sound waves will emit from the siren graphic to inform the user that an activation command has been sent. This will occur for the duration programmed in the Functions list box of the base status screen. This may not necessarily be the actual duration of siren sounding, which is programmed for each individual siren.

### CANCEL ALL

Pressing this key will cancel the sounding of all sites that are currently running a function.

### PA (VOIP)

The Public Address feature is only available when the Communication Mode is configured for Codespear or Modem and there are one or more electronic type sirens in the system. PA (VOIP) allows Live PA, Text To Speech and PA from Wav on Codespear enabled systems or systems utilizing the MSK Modem. When using the MSK Modem for Public Address SFCDDWARE will automatically send activation code #1 to put the siren in PA Mode. Code #1 must be programmed for RADIO PA.

Clicking on the PA (VOIP) button will display the Public Address dialog:

### **ACTIVATION FUNCTIONS:**

#### PA OUTPUT

Broadcast live radio PA. PA will remain active until carrier has dropped for ten seconds or 4 1/2 minutes, whichever occurs first.

#### WAIL

Sound Wail siren tone.

#### PULSED WAIL

Sound Pulsed Wail siren tone.

ALT WAIL

Sound Alternate Wail siren tone.

STEADY

Sound Steady siren tone.

PULSED STEADY

Sound Pulsed Steady siren tone.

ALT STEADY

Sound Alternate Steady siren tone.

AUXILIARY

Sound Auxiliary siren tone. The Auxiliary tone is normally set for Westminster Chimes.

DIGITAL VOICE -n

Play Digital Voice number n. Range:

1 – 16 (for Legacy RTUs)

1 – 250 (for RTUs running uvh v7.2 or greater)

*Warning: Do not attempt to play digital voice number greater than 16 on legacy RTUs.*

PLAY RECORDED PA

Play message previously recorded during the “RECORD PA” function. For EAS activation, the message will repeat continuously for the duration of time encoded in the TTTT field. For non-EAS activation, the “PLAY RECORDED PA” function will play once without repeats.

DYNAMIC VOICE

Plays a sequence of digital voice messages specified at the time of activation. This function is only applicable for sirens equipped with a special vocabulary chip.

CANCEL

Terminates active function

This Siren Activation Agreement is executed and effective as of APRIL 11<sup>th</sup>, 2011

**CITY OF GROSSE POINTE WOODS**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

**CITY OF GROSSE POINTE SHORES**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

**CITY OF GROSSE POINTE PARK**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Name)

\_\_\_\_\_  
(Title)

**CITY OF GROSSE POINTE**

\_\_\_\_\_  
(Signature)

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(Name)

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(Title)

**CITY OF HARPER WOODS**

\_\_\_\_\_  
(Signature)

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(Name)

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(Title)