



# **CIVIL AIR PATROL FLORIDA WING COMMUNICATIONS PLAN 2024 REV A**

Controlled By: Civil Air Patrol (AFAUX)

Controlled By: CAP/DOK

CUI Category: OPSEC

Distribution/Dissemination Control: LDC

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**Purpose:**

This plan describes the mission management and operational readiness of the Communications Program in Florida Wing (SER-FL).

**Authority:**

Approval of this plan complies with the requirements of CAPR 100-1, para. 2-3.

**Plan Organization and Methods:**

All FLWG specific procedures and actions not in direct support of the National Communications Plan will be released as attachments to this Communications Plan. This plan may be modified to adapt to the needs of the wing or region.

**Activation:**

The NOC (National Operations Center-representing CAP National Headquarters) is the approving authority for communications alert level changes. The NOC will coordinate with the CAP DOK/DOKO on net timing, scheduling, and staffing. If the FLWG/CC authorizes a change in alert level for their command, the NOC will be advised of the situation.

The communications alert level may also be temporarily elevated by the FLWG/DC or any FLWG designated IC in anticipation of a major mission, but the change must be approved by the FLWG/CC within 24 hours, or it will revert to the previous status.

The FLWG/CC or FLWG/CV will authorize a HURCON alert level change.

**Modes:**

Primary modes for the national level include fixed stations operating HF voice and CAP Direct (HF MIL-STD-188-110 digital). Note: This includes HF automatic linking equipment (ALE) in both 2nd Generation and 3rd Generation with encryption capability. FM Analog and P25 Digital modes will be used on VHF.

HF and VHF Net Connectivity must be consistent

A widespread practice in emergency services is to create a routine that becomes familiar to radio operators. This routine becomes beneficial during stressed environments such as actual missions. All FLWG Communicators are expected to check into (And log using the FLWG communications logging form) one net a week as circumstances permit to retain their callsign.

**Emerging Technology:**

Overall priorities for an incident (life safety, stabilization, and property preservation) define what is most important and often critical. As an organization, CAP has embraced high frequency radio technology as a primary means for long-term reliable communications with consideration toward commercial infrastructure disruptions. CAP has embraced platforms such as ReadyOp, Microsoft Teams, email, virtual (video/audio) incident command posts, “plain old telephone service” (POTS, analog and digital), and may endorse other technologies in the future. These technologies should be considered as needed to address incident response priorities especially during training events and exercises so communicators assigned to NHQ can become proficient in technology use to augment high frequency radio networks. (These platforms augment but do not replace CAP HF radio networks.) Any technology use, i.e., ReadyOp, must carry approval from NHQ/DO and operational security must be evaluated prior to long-term use. NHQ communications operators, including NTN, may temporarily use other technology as needed to create timely message delivery, but this **MUST** be approved by NHQ/DOKO or DOK as soon as practical. When requested by a served agency, and with NHQ/DOKO or DOK approval, NHQ communicators may, on an incident-by-incident basis, use agency supplied technology access for such platforms as WebEOC, Adobe Connect, Webex, etc. (An approved MOU with each served agency may be required by CAP/DO for long-term use.)

**HF and VHF NET Connectivity must be consistent.** A widespread practice in emergency planning is to provide a daily schedule of communications functional tasks that become well known to the participants as a routine. That routine becomes useful in stressed situations when the demand for radio connectivity becomes a high priority due to the lack of infrastructure-based communications: Additional nets will be added for mission support based on the HF net schedules used in non-mission (ALERT LEVEL 3) periods.

## **National Alert Level 3: Steady State Status**

Communications systems are ready for operational missions with an easily managed ops tempo. The systems may be at a standby status but must be ready to activate on short notice at this level.

- + Monday through Friday, at 1000 EST and 1500 EST, the National Traffic Net (CLEAR SKY) on NRC/NRD or other channels as chosen by NHQ/DOKO
- + DOKO will schedule primary, alternate net control stations, and encourage training to ensure operators are available and improving net and message handling skills
- + Training (WT (Whiskey Tango)) message are regularly sent and received to measure network efficiency and improve operator skill
- + Commercial power is used, and operations are in a non-stressed environment
- + Operators are not required to monitor equipment outside assigned duty times
- + NTN stations may support mission operations, if available, but are not specially activated

### **Florida Wing Communications Support Response:**

#### **WING ALERT LEVEL 3 – Steady State Status (FLWG HURCON 5)**

- + Wing Message Center Stations (MCS) will check into the National Traffic Net when on their assigned duty times to ensure connectivity between the Wing and National Nets.
- + Wing Message Gateway Stations receive HF ALE traffic on Net 20 from the NTN “LONGHAUL” stations
- + Wing Message Center Stations equipped with CAP DIRECT can also receive traffic directly from National Message Centers via that method as needed.

- + FLWG Message Centers availability via ALE and voice will be scheduled on a rotating basis considering weather and other factors that usually affect radio communications.
- + Commercial power is available, and operations are in a non-stressed environment
- + FLWG Operators are not required to monitor equipment outside assigned duty hours. However, they are encouraged to monitor their local repeater and leave their radio on scan (VHF, and monitor NRC at night and NRD during the day (HF)
- + Communications operations will be logged under the WIMRS mission number as directed by FLWG/DC and logged using the FLWG Communications Logging Form as applicable.

## **National Alert Level 2: Partial Activation Status**

Communications systems are required to function at an elevated ops tempo. Additional national communications resources are activated as needed by NHQ/DOKO to support the scale of the mission as outlined by CAP national command. See the National Communications Plan for specific actions.

### **Florida Wing Communications Support Response:**

#### **WING ALERT LEVEL 3 – Steady State Status (FLWG HURCON 3)**

- + ALL operators/stations should ensure their stations are fully operational and operators should monitor all available nets to receive activation information from the FLWG/DC, FLWG/CC or designated Incident Commander acting for the FLWG Command and Operations staff.
- + Available operators should, if possible, sign into the WIMRS mission to indicate availability.

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- + Stations that are NOT specifically activated by Florida Wing staff should make themselves available to wing operations with the provisions they may need to respond as needed to FLWG approved assignments.
- + All stations should advise the FLWG/DC or the HF NCS on duty of their availability and status as soon as possible by the most expedient means available.
- + The FLWG/DC or designated incident CUL (Communications Unit Leader) will determine what HF channels are needed and will assume coordination authority as needed to ensure channels are free from non-essential use for as long as needed.
- + FLWG/DC will regularly advise wing IC and/or FLWG/DO resource location, status, and availability.
- + Traffic to and from the designated IC becomes a key responsibility for FLWG HF stations and will become the primary focus of Wing HF nets as coordinated by the on duty NCS or incident CUL.
- + All FLWG net control and message center stations should seek to ensure they have relief operators available as needed. More support may be requested from nearby wings not actively supporting a mission as part of this operation.
- + The Incident CUL will ensure there is a reliable path from the NOC and all Wing ICP's and IC's to coordinate communications connectivity between incident command staff members and the NOC.
- + Commercial infrastructure may be unavailable but may be used as available. Stations should advise FLWG/DC or the Incident CUL as to environmental threats (power outages, supply chain disruptions, weather, etc.) that may affect extended operations.
- + FLWG NCS stations should maintain awareness of HF stations outside the Wing that may be available to assist.
- + If possible, station operators will sign into the WIMRS mission number as directed by the FLWG/DC or Incident CUL.

## National Alert Level 1: Full Activation Status

Communications systems are required to function at their maximum ops tempo. CAP is engaged in, or anticipating, a large operational mission requiring maximum activation of the national communications system. All available national-level communications resources are activated by NHQ/DOKO as needed to support the mission's scale.

### Florida Wing Communications Support Response:

#### WING ALERT LEVEL 1 – Steady State Status (FLWG HURCON 1)

**NOTE:** Not all components of this section will activate when only HURCON status is changed. However, all components WILL activate for a National Alert Level 1 scenario.

- + All available HF and VHF stations should expect to be on a 24/7 watch on all modes available (HF Voice, HF ALE, VHF voice) to support any designated Florida Wing ICP and to maintain a communication path to the designated IC(s).
- + The Incident CUL may schedule VHF and HF nets as applicable to the Wing's needs.
- + VHF Connectivity nets will be scheduled on a non-interference basis with the tactical ops.
- + VHF tactical repeater use will be coordinated through the incident CUL to avoid conflicts between fixed and multiple tactical air and ground repeaters.
- + The Wing Incident CUL will provide the Wing IC with regular situation reports (as requested) as to station availability, factors limiting connectivity, modes available, etc.
- + A reliable path to all Wing ICP's, IC's, and the NOC will be maintained 24/7 with regular confidence checks to ensure connectivity.
- + FLWG NCS and MCS stations will work with region and national MCS stations 24/7 on frequencies assigned by NHQ/DOKO with other MCS

stations as assigned by NHQ/DOKO to ensure connectivity between FLWG ICP's, IC's and the NOC as needed.

- + The FLWG/DC will coordinate with the NHQ/DOKO and will coordinate channel use in missions that involve stations outside FLWG and will also coordinate with the regions/wings in the affected areas to minimize interference.
- + In situations where field operations extend beyond SER (Southeast Region) boundaries, ALL CAP HF channels will then be under the supervision of NHQ/DOKO who will coordinate ALL use of HF channels for all affected regions/wings
- + The FLWG/DC, in coordination with the NHQ/DOKO will ensure that any non-essential wing/region nets outside the affected areas are aware of the mission response situation and do not interfere with the wing's operations.
- + All station operators should have operators scheduled to replace them at the end of their shifts or earlier as needed. Key stations may be asked to operate 24/7.
- + All FLWG station operators will maintain situational awareness to seek assistance from other wing/region stations if possible as relays, etc.
- + Available operators should sign into the WIMRS mission number if able to indicate mission availability and status.
- + Net schedules will be posted to the WIMRS mission, if possible.
- + All stations should prepare for stressed communications situations that may include commercial power outages, supply chain disruptions, disruptive weather, extended operations, fatigue, etc.



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**AMENDED:** FLWG/DCA 2d Lt Addison English, FLWG/ELP/DCA C/Capt Anderson Kochik

**SUBMITTED:**



**Maj Jay Rosenfeld  
A6/Deputy Chief of Staff  
Florida Wing**

**APPROVED:**



**Col David Panzera  
Commander  
Florida Wing**

**DISTRIBUTION: 1 Each (Electronic)**

Wing CC & DC, OPS staff  
Region DCS-COMM  
DOKO [doko@capnhq.gov](mailto:doko@capnhq.gov))

## ATTACHMENT 1: FLORIDA WING MESSAGE CENTER STATION AND KEY PERSONNEL LIST

### FLORIDA WING Message Center Stations

POC	Tactical Callsign	ALE	VOICE	CODAN
Maj Nathan Hoffman	<b>M-13</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>
2d Lt Addison English	<b>M-25</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>
Lt Col Jim Clark	<b>M-60</b>	<b>YES</b>	<b>YES</b>	<b>YES</b>

**\*M = Manatee**

### Florida Wing Key Personnel

POC	Position	Tactical Callsign	MODES
Col David Panzera	<b>FLWG/CC</b>	<b>M-1</b>	<b>NONE</b>
Lt Col James Minsterl	<b>FLWG/VC (1,2,3,8)</b>	<b>M-2</b>	<b>VHF</b>
Lt Col Julio Pastoriza	<b>FLWG/VC (4,5,6,7,9)</b>	<b>M-8</b>	<b>NONE</b>
Lt Col Lazaro Garcia	<b>FLWG/CS</b>	<b>M-3</b>	<b>VHF</b>
Lt Col Robert Masiker	<b>FLWG/DC</b>	<b>M-4</b>	<b>HF VOICE, 2G ALE, VHF</b>
Maj Jay Rosenfeld	<b>FLWG A6/DCS</b>	<b>M-6</b>	<b>VHF</b>
Lt Col John May	<b>FLWG/DOS</b>	<b>M-9</b>	<b>VHF</b>
Lt Col Donald Windle	<b>FLWG A3/DCS</b>	<b>M-14</b>	<b>VHF</b>
Maj Ayrton Ingle	<b>FLWG Group 4 CC</b>	<b>M-401</b>	<b>VHF</b>

**\*M = Manatee**

## **ATTACHMENT 2: FLORIDA WING GATEWAY MESSAGE CENTER STATION SHIFT SCHEDULING**

- + Shifts will be scheduled on a shared calendar utilizing the Microsoft Shifts system.
- + Shifts will be scheduled in 12hr blocks; however, shifts can be scheduled for shorter or longer times in accordance with the availability of personnel.
- + At the beginning and end of each shift, the station operator will send a get request to the other message center station radios to check if they have received traffic. The operator will also send an additional get request at least once every 6 hours.
- + If the Wing is elevated to Alert Level 2 the operator currently on duty will send a get request to the other message center station radios at least once every 2 hours.
- + If the Wing is elevated to Alert Level 1, the other message center stations should be manned by their respective operators, but if they are not, the operator currently on duty will send a get request at least once every 30 minutes.