



Polk County Amateur Radio Association  
1732 Forest Circle  
Balsam Lake, WI 54810  
www.N9XH.org

## Club Meeting MINUTES – April 14, 2018

Attendance: Bill K9WEN, Kelly N9HBN, Greg N9CHA, Chris KC9NVV, Mark W9GWG, Steve KD9FSQ, Gale WD9HFT, Rick W9WS, Russ WQ0N

Call to Order: Chris KC9NVV, President

### Introduction of Guests & Announcements:

- No guests were present at the meeting
- Russ WQ0N circulated the current roster for all to review and update contact information
- Bill circulated the Net Control sign-up sheet
- Steve circulated sign-ups and descriptions of Field Day activities
- HAPPY BIRTHDAY Greg N9CHA! We wish you a ham-tastic Day!

### Treasurers Report:

- Chris KC9NVV emailed a report of Assets and Liabilities for Jan – Mar
- the balance in the checking and paypal accounts were reported.
- As of April 14<sup>th</sup> 22 members have paid 2018 membership dues for a total of 28 members for 2018 (including family, lifetime, founding and honorary members).

### Old Business:

- ARC Antenna project – update by Gale WD9HFT, subcommittee meeting held 4/3/18
  - A draft agreement between the ARC and PCARA was shared and discussed at the meeting
  - Following the meeting on 4/3, Chris presented the draft agreement to the director of the ARC for his review
  - The subcommittee is waiting to hear back from the ARC director
  - There was additional discussion regarding the state of the grounding and electrical at the site.
- Club Liability insurance
  - \$200 premium was paid by Chris on behalf of the club on 4/1/18
  - Chris forwarded a copy of the coverage information to the County.
- Club Property Insurance
  - A subcommittee was established at the March meeting to review our needs
  - The group met a couple times to prioritize the list of equipment assets
  - Steve KC9FSQ volunteered to join the group, which includes Rick W9WS and Greg N9CHA
  - The subcommittee will continue to do its work and plans to have a recommendation back to the club by the July premium renewal date.
- 2018 Field Day, <http://www.arrl.org/field-day>
  - ARRL link to the 2018 field day info: <http://www.arrl.org/files/file/Field-Day/2018/2018-Field-Day-Packet-complete%20.pdf>
  - Saturday, June 23<sup>rd</sup> 1:00PM to Sunday, June 24<sup>th</sup> 4:00PM
  - Steve KD9FSQ to host at his farm and is leading the efforts to plan for the day

- A sign-up sheet for many of the needed activities was passed around
- Kelly N9HBN volunteered to handle education and promotion at the site.
- Brainstorming of educational projects/activities for extra credit included the possibility of crystal radio kits being built that could receive an HF AM transmission from one of the stations that day.
- Russ volunteered to get press releases and invites sent to various news organizations (news papers, etc.), and local officials (Mayors, Sheriff, EM, etc)
- Steve is maintaining a complete list of volunteers for a variety of needs.
- Set-up will be the morning of the event
- Planning for a Class A entry category with generator power and at least 3 operators
- The group agreed that a walk-around will be needed and the June meeting will need to be dedicated to the efforts, to ensure all needs are covered.
- Steve reported on his experience operating the club station during the Wisconsin QSO party along with Jack W9JET and Russ WQ0N. He was pleased with the operation of the TenTech Jupiter. The log was submitted.
- The Program Suggestions list was reviewed and topics added. The updated list is attached to these minutes. Greg volunteered to lead a discussion of digital modes at the May meeting.

Skywarn:

- There were no activations during the previous month
- Skywarn one calls were sent at 13:45 and again at 18:45 on April 12, to coincide with tornado warning drills. Brief weather nets were also activated at those times. There were 11 check-ins during the 13:45 net and 9 during the 18:45 net.
- Russ (club secretary) was asked to add an additional field to the member database to include the date of most recent Skywarn training.

ARES/RACES: Greg N9CHA - Monthly reports were submitted to SEC and DEC

Adjourn: Motion to adjourn at 11:00

Program:

- Introduction to the FEMA Incident Command System ICS-100, interactive on-line training course, led by Russ WQ0N.
- The "how-to" notes that Russ presented will be added to the ARES/RACES page of the club web site and are included with these minutes.

Respectfully submitted by  
Russ WQ0N - PCARA Secretary 2018



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**PCARA Program Suggestions List (last updated 4/14/18)**

	Date to Present	Activity / Topic	Leader
1	3/10/18	<del>WECOMM Network</del>	Greg, N9CHA
2	4/14/18	<del>ICS-100 on-line course</del>	Russ, WQ0N
3	Agenda item at the May meeting	Revise the Monday night net script to address concern about in-and-out check-ins – add to agenda in May	Bill, K9WEN
4	5/12/18	Intro to Digital modes - PSK31, RTTY	Greg, N9CHA
5	Around field day	Discuss Go boxes and all the radio and non-radio gear to consider - Field Day time?	Bill, K9WEN
6	summer	Beam repair – replace broken beam w field day beam	Rick, W9WS
7	summer	Discussion of the history of the PCARA and a tour of the shack and tower shack for all the newer members of the club, invite founders	
8		John N9UPC to help with Yaesu radio firmware updates	John, N9UPC
9		Crystal radio build project	
10		Fox hunt activity	
11		Visit to a club member shack followed by a summer picnic	Steve, KD9FSQ
12		Introduction to Wires-X	
13		Balloon Launch – sponsored by the club?	
14			
15			

## ICS-100 on-line course suggestions

- Step 1 Follow the link from the PCARA ARES/RACES page to the FEMA Training Page or go there directly at:  
<https://training.fema.gov/is/crslist.aspx>
- Step 2 Obtain a FEMA Student Identification Number (SID). You will need this to take the test at the end of the training class. Follow the link in the **Notice** box on the FEMA training page or go there directly at:  
<https://cdp.dhs.gov/femasid>
- Step 3 Return to the FEMA Training Page and locate the ICS-100 course from the list. I found it easy to search for “ics-100” and then click on the link in the “TAKE THIS COURSE” box, or go there directly at:  
<https://emilms.fema.gov/IS100b/index.htm>
- Step 4 Follow the course as instructed. You can come and go from the course as you wish and go through each lesson as many times as you wish and in any order...except...  
You must go to lesson 6 and go through it to get to the last slide for the option to take the test. It is a short section, so once you are ready to take the test, it is not a big deal to go through lesson 6 again to get to the test
- Step 5 Take the on-line multiple-choice test that is offered on the last slide of lesson 6. I think there were 25 questions? Notification of pass/fail, along with a link to your certificate (assuming you passed) is emailed to the email address you provided when you registered for a FEMA SID