MESAC Membership Application Package

To be completed by applicant and returned to the Membership Secretary.

Attendance Prerequisite verified by: ____________________________

Interviewed by: ____________________________ Date: ________________

Approved by: ____________________________ Date submitted: __________

Revised: May 20 2010
The Costa Mesa Emergency Service Amateur Communications (MESAC) organization is comprised of amateur radio operators dedicated to serving the community and the public as duly authorized volunteer employees of the city of Costa Mesa. Prospective members undergo a formal application process, including a police department background check, and once approved, carry a city identification card while on official duty with the organization.

MESAC operates under the Auxiliary Communications Services (ACS) Program and is a member of the Radio Amateur Civil Emergency Service (RACES). MESAC personnel may be utilized whenever RACES is activated and after authorization has been given to activate the organization in an official capacity by the City’s Telecommunication’s department. Under no circumstances are MESAC members to act on behalf of the organization, the City of Costa Mesa or RACES unless officially activated by the Costa Mesa Telecommunications Department. No member will respond to the scene of an event unless directed to do so by the Telecommunications Department or MESAC official. Responding to the scene of an event without being officially dispatched is grounds for immediate dismissal from MESAC.

MESAC members participate in weekly nets on the Costa Mesa N6TVZ repeater, which is located atop the City Hall building. All members are required to check in to a minimum of two nets per month. The repeater is equipped with an autopatch that is available for use by all MESAC members. In the event of an unusual occurrence, such as an earthquake, MESAC members should check into the N6TVZ repeater to give a brief report and await instructions for a possible RACES/MESAC activation.

The identification card presented to MESAC members remains the property of the City of Costa Mesa and must be surrendered immediately should the member leave the organization of his or her own accord, or if the member is asked to leave the organization. A member is considered inactive when he or she fails to attend three consecutive monthly meetings or misses four consecutive weekly nets. A member may also be considered inactive if he or she fails to participate in any MESAC events, drills or training sessions. In order to remain on the active status list, members must remain active within the organization.

Note: The information furnished in the following pages will be processed only after the prospective member has attended three monthly meetings and has regularly checked-in to the weekly Monday night MESAC net. A general meeting is held on the fourth Wednesday of each month.

Instructions:

1.) Complete the attached forms.
2.) Obtain sign-off of attendance/participation prerequisite.
3.) Have informal interview with MESAC board of directors.
4.) Return Application package to membership secretary.
5.) Upon notification of acceptance/approval by the City of Costa Mesa - setup an appointment with the membership secretary to have a Photo taken and ID card created.
6.) Submit request to the Telecommunications Department for uniform.
7.) Complete the separate Disaster Service Worker Volunteer (DSWV) card and attach a copy to this application.
City of Costa Mesa RACES/MESAC Application

By submitting this application for an unpaid volunteer appointment as a Disaster Services Worker in the class of “Communications Volunteer” for the City of Costa Mesa, I acknowledge and accept the following conditions:

- I understand that my appointment is contingent upon completion of a brief, confidential, criminal history/background investigation to the satisfaction of the Costa Mesa Police Department and the Telecommunications Department.
- I understand that I will be covered by State Worker’s Compensation only while acting on behalf of the City of Costa Mesa when officially requested to do so as a “Communications Volunteer” Disaster Services Worker.
- I understand that I must Advise the City of Costa Mesa Communications Department immediately upon:
  - Any change to the contact information.
  - Any change of status which could interfere with my ability to qualify to serve in this volunteer capacity.
  - Loss or damage of City identification card, uniform or equipment.
- I understand that I must immediately surrender the City issued uniform and any property upon separation from the volunteer program or whenever the City requests such surrender of uniform and equipment.
- I understand that the identification card and equipment issued to me for access to an emergency incident applies only when the Telecommunications Department has officially requested my presence. Its use for any other purpose is strictly prohibited.

I hereby apply to the City of Costa Mesa Radio Amateur Civil Emergency Services (RACES/MESAC) under the ACS program and authorize the Costa Mesa Police Department to conduct a criminal history/background investigation to the satisfaction of the Costa Mesa Police Department and the Telecommunications Department. As an applicant to the position of RACES Communications Volunteer with the City of Costa Mesa, I am required to furnish information for use in determining my qualifications. In this connection, I authorize release of any and all information that you may have concerning me, including information of a confidential or privileged nature. I understand that any falsification of the application documents will result in the immediate suspension from participation in RACES/MESAC.

I hereby release the City of Costa Mesa, MESAC, and representatives thereof, from liability or damage that may result from furnishing information requested.

Print Full Name: ________________________________________________
Signature: ______________________________________ Date: ____________

For Official City Use Only

| Date Application Received: _______ | Date Application sent to PD: _______ |
| Date Application returned: _______ | Date Application returned: _______ |
| Approved: _______ Denied: _______ | Authorized Official: ________________ |

Costa Mesa Police Dept - Background Check

| Approval Stamp |
| Initials: _______ Date: _______ |

| Date Applicant Notified of Status: _______ | Uniform Issued: _______ Date: _______ |
| Via: phone___ e-mail___ other _______ | Policy: _______ Shirt: _______ Jacket: _______ |
| Applicant ID Card: Date Issued: _______ | (Applicant initial items received) |
| Card #______ Expiration Date: _______ | DSW Loyalty Oath Administered: _______ |

Copy of Completed Application to MESAC:

| by: ______________ Date: __________ |
| Processing completed by: ______________ Date: __________ |
# City of Costa Mesa RACES/MESAC Applicant Information

**Full Name:**

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<th>Last</th>
<th>First</th>
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**Home Address:**

__________________________________________________________________

**City:** ____________________________ **Zip:** __________________

**Home Telephone #:** ___________ **Driver's License #:** ___________

**Call Sign:** ___________ **FCC License Class:** ___________

**D.O.B:** ___________ **Sex:** M F

**City & State of Birth:** ___________________________________________

**Hair Color:** ___________ **Eye Color:** ___________ **Height:** ___________ **Weight:** ___________

**Employer's Name:** _______________________________________________

**Employer's Address:** _______________________________________________

**Work Telephone #:** _______________________________________________

**Position Held:** _______________________________________________

**In An Emergency, Contact:** ________________________________________ **Relationship:** ___________

**Address:** _______________________________________________________

**Telephone:** ___________ (Home) ___________ (Work)

**Amateur Radio Affiliations**

Please provide the names of groups/organizations/associates/jurisdictions with which you currently retain membership. Detail your position, assignment and participation with the group.

_____________________________________________________________________________________________

_____________________________________________________________________________________________

**Special Training Completed or Relevant Experience**

List any special training or experience that you feel is relevant to this application (CERT, Red Cross, Citizen's Police Academy, Search and Rescue etc).

_____________________________________________________________________________________________

_____________________________________________________________________________________________

**Languages Spoken (other than English)**

_____________________________________________________________________________________________

**First Aid and CPR Training**

**First Aid Certified:** _ Yes _ No **Date Expires:** ________________

**CPR Certified:** _ Yes _ No **Date Expires:** ________________
MESAC
Amateur Radio Information

The information requested will be used by the MESAC radio officer and/or incident commander to determine how your skills will best be utilized in an emergency or planned/scheduled MESAC activities.

Full Name:__________________________________________

Callsign:____________________

FCC License Class: ______ Year First Licensed: ______ Effective Date: ______ Expiration Date: ______

I consider my skill level to be: ___ Beginner ___ Intermediate ___ Advanced

Communications Equipment Owned:

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<th>Model</th>
<th>HF</th>
<th>VHF/UHF</th>
<th>Packet/APRS</th>
<th>ATV/SlowScan</th>
<th>GPS</th>
<th>Portable</th>
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Other: ______________________________________________________

Indicate your point of contact and availability for emergency callout.

Availability: Day_____ Evenings_____ Night_____

Home Address: ____________________________________________________________________________

City: __________________________________________ Zip Code: _____________

Telephone: _________ (Home) _________ (Cell) _________ (Pager)

e-mail address: ____________________________________________________________

Are you available for callout from work? Yes___ No___ Maybe____(depends upon urgency).

Occupation: ___________________________________________________________________________

Company: ______________________________________________________________________________

Work address: __________________________________________________________________________

Work Telephone: _____________ Ext _____ e-mail address: _________________________________

Required ISN Training Completed:
ICS 100 _______________
SEMS G606 ______________
NIMS 700 _______________

Supplemental Documents:
MESAC By-Laws ______________
MESAC Code of Conduct ______________
MESAC Operational Plan ______________
MESAC Activation Guide ______________

Other Approved Training Completed:
ARC ______________
CERT ______________
SAR ______________

Other Specify ________________________________
Attach a copy of the completed DSWV Card here.