


Incident Name NAU Fall Commencement 2023	Operational Period	Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Name	Title	Date/Time Approved	Signature
Approved by			
<div>Incident Action Plan</div> <div></div> <div>NAU Fall Commencement 2023</div>			
Prepared by Name Lt. J. Tritschler Signature _____		Position/Title Incident Commander Date/Time 12/06/2023 10:10:43	

Incident Briefing (ICS 201)

Incident Name NAU Fall Commencement 2023			Incident Number		
Operational Period		Date From 12/15/2023 Time From 06:00:00		Date To 12/15/2023 Time To 19:00:00	
Map/Sketch (include sketch, showing the total area of operations, the incident site/area, impacted and threatened areas, overflight results, trajectories, impacted shorelines, or other graphics depicting situational status and resource assignment)					
Situation Summary and Health and Safety Briefing (for briefings or transfer of command): Recognize potential incident Health and Safety Hazards and develop necessary measures (remove hazard, provide personal protective equipment, warn people of the hazard) to protect responders from those hazards. Ceremony 1: 1000 hours College of Arts and Letters College of Engineering, Informatics, and Applied Sciences College of Health and Human Services College of Social and Behavioral Sciences Ceremony 2: 1500 hours College of Education College of Environment, Forestry and Natural Sciences NAU Yuma The W.A. Franke College of Business					
Current and Planned Objectives					
1. Provide public safety presence to facilitate a safe commencement environment for graduates, staff and guests.					
2. Provide traffic control for the safe, orderly and expedient movement of vehicular and pedestrian traffic in and around the Walkup Sky Dome, shuttle bus routes, and surface parking lots					
3. Assure effective response to public safety emergencies affecting the event and effective implementation of the Sky Dome Evacuation Plan, if necessary.					
4. Assure compliance with clear bag policy. If non-compliant bags are observed, anywhere in the operating area, proactively contact and educate on the policy and have the patron return to their vehicle to store their bag. No storage is available at the Skydome and the will be turned away.					
Current and Planned Actions, Strategies, and Tactics					
Time		Actions			
12/15/2023 06:00:00		Call Time / Equipment Distribution at NAUPD / I9 Completion			
12/15/2023 06:30:00		Unified Briefing at Health Professions			
12/15/2023 07:15:00		Traffic Meal Distribution / Position Prep Time			
12/15/2023 07:45:00		Ingress Pattern Activation			
12/15/2023 08:30:00		Skydome doors open for Ceremony 1			
12/15/2023 10:00:00		Ceremony 1 Begins / Ingress Shutdown			
12/15/2023 11:15:00		Egress Pattern Prep			
12/15/2023 11:30:00		(Estimated) Ceremony 1 Ends / Egress Pattern Activation			
12/15/2023 12:45:00		(Estimated) Egress Pattern Shutdown			
12/15/2023 13:00:00		Ingress Pattern Activation for ceremony 2			
12/15/2023 13:30:00		Skydome doors open for Ceremony 2			
12/15/2023 15:00:00		Ceremony 2 Start / Ingress Pattern Shutdown			
12/15/2023 16:15:00		Egress Pattern Prep			
12/15/2023 16:30:00		(Estimated) Ceremony 2 Ends / Egress Pattern Activation			
12/15/2023 17:45:00		(Estimated) Egress Pattern Shutdown			
12/15/2023 17:45:00		(Estimated) Equipment Recovery Assignment Staging			
12/15/2023 18:00:00		(Estimated) Equipment Recovery / Demobilization Begins			
12/15/2023 19:00:00		(Estimated) Conclusion of all operations			
Resource Summary					
Resource	Resource Identifier	Date/Time Ordered	ETA	Arrived	Notes (location/assignment/status)
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/14/2023 14:43:40		

Incident Objectives (ICS 202)

Incident Name NAU Fall Commencement 2023	Operational Period	Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00																					
Objective(s)																								
Objective																								
Operational Period Command Emphasis 1. Provide public safety presence to facilitate a safe commencement environment for graduates, staff and guests. 2. Provide traffic control for the safe, orderly and expedient movement of vehicular and pedestrian traffic in and around the Walkup Skydome, shuttle bus routes, and surface parking lots 3. Assure effective response to public safety emergencies affecting the event and effective implementation of the Skydome Evacuation Plan, if necessary.																								
General Situational Awareness (Weather, General Safety Message) Weather Update: Sunrise will be 0727 and sunset will be at 1715 hours. The morning low will be 22 and the afternoon high near 43, with mostly sunny skies throughout the day. Northeast wind 8 to 13 mph, with gusts as high as 20 mph. The command emphasis for this operation is simple: Celebrate Our Graduates! Commencement represents the culmination of all things NAU. It is a joyous day which means the world to everyone who will attend. For some it will be their first impression of us...for some it will be their last. In either case, it is an opportunity to showcase the quality of service we provide every day as we help each generation of Lumberjacks achieve success and we want to Celebrate Our Graduates! In the academic sense, commencement marks an end as we formally confer degrees upon our deserving graduates. However, the word itself also means "a beginning." From here, these graduates will leave today and enter a world of adventure filled with opportunity, but before they leave us, we will celebrate their accomplishments. Every aspect of our operation influences the tone of the day for our graduates and guests. The tasks before us are challenging and I challenge you to answer them with the highest level of customer service possible! The emphasis of all operations with this event is proactive preservation of public safety while simultaneously maximizing guest satisfaction and customer service experience. To that end, traffic operations must be trim and efficient in order to assure an on-time start of commencement ceremonies and to maximize customer service perceptions of the university. Inside operations will focus on maintaining the safety of all participants and facilitating an uninterrupted commencement event.																								
Site Safety Plan Required? Yes <input type="checkbox"/> No <input type="checkbox"/> Approved Site Safety Plan(s) Located At:																								
Incident Action Plan (the items checked below are included in this Incident Action Plan) <table><tr><td><input checked="" type="checkbox"/> ICS 200</td><td><input type="checkbox"/> ICS 205A</td><td><input type="checkbox"/> ICS 211p-OS</td></tr><tr><td><input checked="" type="checkbox"/> ICS 201</td><td><input checked="" type="checkbox"/> ICS 206</td><td><input type="checkbox"/> ICS 215</td></tr><tr><td><input checked="" type="checkbox"/> ICS 202</td><td><input checked="" type="checkbox"/> ICS 207</td><td><input type="checkbox"/> ICS 215A</td></tr><tr><td><input checked="" type="checkbox"/> ICS 203</td><td><input checked="" type="checkbox"/> ICS 208</td><td><input type="checkbox"/> ICS 220</td></tr><tr><td><input checked="" type="checkbox"/> ICS 204</td><td><input type="checkbox"/> ICS 209</td><td><input type="checkbox"/> ICS 230</td></tr><tr><td><input checked="" type="checkbox"/> ICS 205</td><td><input type="checkbox"/> ICS 211e-OS</td><td><input type="checkbox"/> ICS 232</td></tr><tr><td></td><td></td><td><input type="checkbox"/> ICS 233</td></tr></table>				<input checked="" type="checkbox"/> ICS 200	<input type="checkbox"/> ICS 205A	<input type="checkbox"/> ICS 211p-OS	<input checked="" type="checkbox"/> ICS 201	<input checked="" type="checkbox"/> ICS 206	<input type="checkbox"/> ICS 215	<input checked="" type="checkbox"/> ICS 202	<input checked="" type="checkbox"/> ICS 207	<input type="checkbox"/> ICS 215A	<input checked="" type="checkbox"/> ICS 203	<input checked="" type="checkbox"/> ICS 208	<input type="checkbox"/> ICS 220	<input checked="" type="checkbox"/> ICS 204	<input type="checkbox"/> ICS 209	<input type="checkbox"/> ICS 230	<input checked="" type="checkbox"/> ICS 205	<input type="checkbox"/> ICS 211e-OS	<input type="checkbox"/> ICS 232			<input type="checkbox"/> ICS 233
<input checked="" type="checkbox"/> ICS 200	<input type="checkbox"/> ICS 205A	<input type="checkbox"/> ICS 211p-OS																						
<input checked="" type="checkbox"/> ICS 201	<input checked="" type="checkbox"/> ICS 206	<input type="checkbox"/> ICS 215																						
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<input checked="" type="checkbox"/> ICS 205	<input type="checkbox"/> ICS 211e-OS	<input type="checkbox"/> ICS 232																						
		<input type="checkbox"/> ICS 233																						
Prepared by Name Lt. J. Tritschler Signature _____ Position/Title Incident Commander Date/Time 12/11/2023 10:39:28																								

Organization Assignment List (ICS 203)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00		Date To 12/15/2023 Time To 19:00:00	
Incident Commander(s) and Command Staff				Operations Section			
IC/UCs		Lt. Joe Tritschler		Chief		Lt. Lance Wigley	
Deputy				Deputy			
Safety Officer				Staging Area			
Public Info. Officer				Police Operations			
Liason Officer				Branch Director		Sgt. Dillon Jenkins	
Agency/Organization Representatives				Deputy			
Agency/Organization		Name		Contingency Response			
Planning Section				Patrol		Sgt. Dillon Jenkins	
Chief		Lt. Joe Tritschler		Skydome Security Operations			
Deputy				Branch Director		Deputy Chief Mihalik	
Resources Unit				Deputy			
Situation Unit				Concourse Security		Deputy Chief Mihalik	
Documentation Unit				Field Security		Chief Missy Freshour	
Demobilization Unit				Traffic Operations			
Technical Specialists		Robert Church - NAU Emergency Manager		Branch Director		Lt. Lance Wigley	
Logistics Section				Deputy			
Chief				North Traffic Zone		Sgt. Ken Hunter	
Deputy				Post Event Equipment Collection		Lt. Lance Wigley	
Support Branch				Southeast Traffic Zone		Cpl. Daisy Romero	
Director				Southwest Traffic Zone		Sgt. Michael Langston	
Supply Unit				Finance/Administration Section			
Facilities Unit				Chief			
Ground Support Unit				Deputy			
Sky Dome Operations		Jordan Castro		Time Unit			
University Events		Megan Proctor Neff		Procurement Unit			
Parking Operations		Darby Garcia		Comp/Claims Unit			
Shuttle Operations		Raffi Rivera		Cost Unit			
Campus Operations Dir.		Curtis Patterson					
Campus Operations Asst. Dir.		Tim Elliott					
Service Branch							
Director							
Communications Unit		Shawn Watson					
Medical Unit							
Food Unit							
Prepared by Name Lt. J. Tritschler Position/Title Incident Commander							
Signature _____ Date/Time 12/06/2023 11:13:47							

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Police Operations		Division/Group Contingency Response		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Sgt. Dillon Jenkins		Sgt. Dillon Jenkins	
Division/Group Supervisor:					
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
403	Sgt. Ken Hunter	1	NAU PD Event 1		
401	Sgt. Michael Langston	1	NAU PD Event 1		
504	Cpl. Daisy Romero	1	NAU PD Event 1		
601	Ofc. Huntington Wood	1	NAU PD Main		
Work Assignments					
1. On activation from IC, respond directly to the location of the designated emergency. 2. When activated, switch radio to NAUPD Main. 3. Remain at the emergency until it resolves or is transferred to a higher level of management.					
Special Instructions					
Remain at default traffic assignments unless activated. Assure assigned patrol vehicles are fully loaded with standard police patrol equipment to include patrol rifles.					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name		Function		Primary Contact (indicate cell, pager, or radio)	
NAUPD Main				Radio	
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/13/2023 13:24:29		

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Police Operations		Division/Group Patrol		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Sgt. Dillon Jenkins		Sgt. Dillon Jenkins	
Division/Group Supervisor:		Sgt. Dillon Jenkins			
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
405	Sgt. Jenkins	1	NAUPD Main		
601	Ofc. Wood	1	NAUPD Main		
Work Assignments					
1. Maintain normal police services on campus 2. Respond to all calls for service occurring outside the Skydome 3. Assist IC with rover tasks and information gathering for situational awareness, on request					
Special Instructions					
In the event of an emergency inside the Skydome, respond immediately to assist. Contingency team is available for police situations away from the event area that exceed resources available from this division and FPD patrol units.					
<ul style="list-style-type: none"> Any found contraband is drugs or drug paraphernalia will be dealt with by Campus Living staff in according to their conduct policy. Recovered stolen property from a campus living community (furniture, etc.) that is undamaged, Campus Living will retrieve their property and deal with this violation administratively through conduct. If they discover stolen/damaged exit signs, Campus Living was instructed to please hold the space (don't leave/close the door) and we'll have a representative from our department come over to collect the evidence and information regarding the location and residents of the room. If they have left the room/closed the door already, please educate them that we cannot re-enter the space without a warrant and collect the room# and occupant info for later contact. Other calls involving more serious substances or crimes, dispatch an officer per normal procedure. 					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name		Function		Primary Contact (indicate cell, pager, or radio)	
NAUPD Main				Radio	
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/06/2023 10:44:31		

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Skydome Security Operations		Division/Group Concourse Security		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Deputy Chief Mihalik		Deputy Chief Mihalik	
Division/Group Supervisor:		Deputy Chief Mihalik			
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
NE Concourse	CCSO Collins	1	NAU PD Event 1	Will move to Knoles and University for egress traffic control.	
West Concourse	DPS Maj. Philpot	1	NAUPD Event 1		
SE Concourse	Cpl. Romero	1	NAUPD Event 1	Will move to Skydome after traffic duties	
SW Concourse	Sgt. Hunter	1	NAUPD Event 1	Will move to Skydome after traffic duties	
NW Concourse	Sgt. Langston	1	NAU PD Event 1	Will move to Skydome after traffic duties.	
East Concourse	CCSO Cmdr. Boeck	1	NAU PD Event 1		
Rover	D.C. Mihalik	1	NAU PD Event 1		
Work Assignments					
Maintain safety and security inside the Sky Dome before, during and after ceremonies. Assist with medical emergencies and assist Guardian Medical with escort and location identification. Assist Southwest Protective Services Security personnel with clear bag policy and proper ingress and egress of visitors through designated locations. Maintain beat integrity throughout the event. Contingency team assistance is available in the event of an emergency situation					
Special Instructions					
In the event of evacuation, facilitate movement of all patrons to the nearest available exit					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name		Function		Primary Contact (indicate cell, pager, or radio)	
NAUPD Event 1				Radio	
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/14/2023 13:30:21		

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Skydome Security Operations		Division/Group Field Security		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Deputy Chief Mihalik		Deputy Chief Mihalik	
Division/Group Supervisor:		Chief Missy Freshour			
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
Stage Security		1	NAUPD Event 1		
West Floor	FPD Lt. Hernandez	1	NAUPD Event 1		
East Floor	Chief Freshour	1	NAUPD Event 1		
Rover		1	NAUPD Event 1		
Work Assignments					
Maintain security and public safety presence on the floor level. Stage security will be assigned an unmarked vehicle to be staged in Lot 67 for emergency evacuation and IC approved transportation requests. Stage Security will be responsible for obtaining and securing university artifacts and transporting same to NAU PD upon completion of the ceremonies.					
Special Instructions					
Evacuation - In the event of an evacuation direct all persons on the floor out the north doors. If evacuation is not possible in that direction, direct to the nearest safe stair well or shelter in place in the locker room areas until assistance arrives.					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name	Function		Primary Contact (indicate cell, pager, or radio)		
NAUPD Event 1			Radio		
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/14/2023 13:29:22		

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Traffic Operations		Division/Group North Traffic Zone		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Lt. Lance Wigley		Lt. Lance Wigley	
Division/Group Supervisor:		Sgt. Ken Hunter			
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
San Francisco / Franklin	STC Wilmot	1	NAUPD Event 1		
San Francisco / McCreary	STC Ponce	1	NAUPD Event 1	Will move sign board into roadway at San Francisco and Mtn. View immediately after briefing. Will need traffic box key.	
San Francisco / Mt. View	STC Phiri	1	NAUPD Event 1		
San Francisco / Lot 31	USA Marino	1	NAUPD Event 1		
San Fran / University	FPD Holberg	1	NAUPD Event 1		
University / Lot 31 South	USA Goforth	1	NAUPD Event 1		
University / Beaver	USA Rosevear	1	NAUPD Event 1		
Beaver / Lot 96B Service Drive	FPD Kim	1	NAUPD Event 1		
Beaver / McCreary	USA Saldana-Mendoza	1	NAUPD Event 1		
Beaver / Franklin	NAU Garcia-Baca	1	NAUPD Event 1		
University / Knoles	CCSO Collins	1	NAUPD Event 1		
Knoles / Runke			NAUPD Event 1		
Runke / San Francisco			NAUPD Event 1		
Work Assignments					
Assure safe, efficient, and accommodating traffic flow in accordance with the written traffic plan.					
This division will be responsible for establishing the north loop. From University/S. Beaver traffic flows clockwise via N/B Beaver, E/B McCreary, S/B San Francisco with primary parking available at the San Francisco Parking Garage. The garage is fully accessible. If patrons make it to the entrance at San Francisco/Mountain View, strongly encourage them to park there.					
Hilltop Residents may be permitted past the closure at University/San Francisco for S/B San Francisco. Otherwise all traffic exits the north loop via W/B University.					
For egress, traffic will leave the garage towards Beaver. Emphasize primary egress route via N/B Beaver to Butler unless it jams, in which case direct exiting traffic S/B towards University, until N/B clears then continue to send traffic North. University and Knoles will send all traffic North on Knoles, using a patrol vehicle to block S/B Knoles.					
Shuttles will use San Francisco to access Lot 31 at the south driveway for loading and unloading. Manage N/B San Francisco to facilitate shuttle efficiency.					
Special Instructions					
See written traffic plan for location-specific instructions.					
UBER / LYFT drop off will be at 96B. Drivers can drop off in lot behind bookstore along San Francisco and will drive through 96B to exit out at Beaver St.					
Hilltop Townhomes Residents may be permitted past the closure for S/B San Francisco upon request.					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name	Function		Primary Contact (indicate cell, pager, or radio)		
NAUPD Event 1			Radio		
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/15/2023 04:59:27		

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Traffic Operations		Division/Group Post Event Equipment Collection		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Lt. Lance Wigley		Lt. Lance Wigley	
Division/Group Supervisor:		Lt. Lance Wigley			
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
West truck team	Sgt. Langston	1	NAU PD Event 1		
West cone collectors	Cpl. Lofgren	5	NAU PD Event 1	Ofc.Kiener. Cogburn, Cicero, Tarin.	
East truck team	Cpl. Gray / O'Donnell	2	NAU PD Event 1	and get light tower from Pine Knoll and San Fran.	
East Cone collectors	USA Rice and Hari	4	NAU PD Event 1	USA Rosevear and USA Marino in 296	
Light tower collection @Lot 62	Ofc. Griffith / Campbell	2	NAU PD Event 1		
Message board NORTH and Light Tower Collection	STC Ponce	3	NAU PD Event 1	w/Phiri and Stich. Sign board and light tower @96B.	
Message Board Collection SOUTH	ET Whitehat	2	NAU PD Event 1	W/ Grossman	
Work Assignments					
<p>WEST - On Friday move cones out of traffic lanes and place them in a position as to not confuse subjects driving on the roadway. For Saturday Duffy will drive truck/trailer with workers putting cones and signs into trailer. When full, take signs and cones to collection point in Lot 66. Collection area will be the Southwest area to include I-17 off-ramp, McConnell Drive, Pine Knoll Drive and Lot 62. Parking Service staff will help collect cones in Lot 62.</p> <p>EAST - On Friday move cones out of traffic lanes and place them in a position as to not confuse subjects driving on the roadway. On Saturday, Syres will drive #299 with STC Tarin stacking cones put in the truck by collectors. Rintala will ensure safety of collectors by following truck with emergency lights on. Cones will be dropped in Lot 66. Collection area will include all of the Southeast sector.</p> <p>Light tower collection -Not needed for spring ceremonies.</p> <p>North message board collection - Not needed for spring ceremonies.</p>					
Special Instructions					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name	Function		Primary Contact (indicate cell, pager, or radio)		
NAU PD Event 1			Radio		
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/13/2023 16:28:44		

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Traffic Operations		Division/Group Southeast Traffic Zone		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Lt. Lance Wigley		Lt. Lance Wigley	
Division/Group Supervisor:		Cpl. Daisy Romero			
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
San Francisco / McConnell	FPD Schiffman	1	NAUPD Event 1		
San Francisco / Lot 66	USA Yates	1	NAUPD Event 1		
San Francisco / Pine Knoll	Cpl. Gray / Ofc. O'Donnell	2	NAUPD Event 1		
Pine Knoll / LoneTree	AZGFD Fox / AZGFD Pierce	2	NAUPD Event 1		
Pine Knoll / Lot 66	NAPD Van Ausdall	1	NAUPD Event 1		
Pine Knoll / Lot 64 West	USA Rice	1	NAUPD Event 1		
Pine Knoll / Lot 44 and 63	Intern Hari and Facilities Jorge Lara	2	NAUPD Event 1		
McConnell Service Drive	Facilities Matthew Rodrigues / Lanceford Quotskuyua	2	NAUPD Event 1	Block with cones on south side at 1200 when they leave.	
Pine Knoll / Lot 45	Facilities Thomas Miller	1	NAUPD Event 1	Leaving at 1200 (tentatively).	
Pine Knoll / Lot 46 East	Facilities Jeremiah C.	1	NAUPD Event 1	Leaving at 1200.	
Pine Knoll / S. Huffer		1	NAUPD Event 1		
Rover	ET Whitehat / STC Grossman	2	NAU PD Event 1		
Work Assignments					
Assure safe, efficient, and accommodating traffic flow in accordance with the written traffic plan.					
On Ingress, facilitate parking as follows:					
<ul style="list-style-type: none"> • ADA/VIP to P66 via W/B or E/B Pine Knoll • Park and Walk Parking to P64, 63, 44, 45, 46 via W/B Pine Knoll 					
On Egress, facilitate departure as follows:					
<ul style="list-style-type: none"> • P66 E/B on Pine Knoll to Lone Tree. Optional N/B to Butler Ave. via N/B San Francisco when extensive back-ups occur. • P64 E/B On Pine Knoll to Lone Tree • Pine Knoll Lots between 63 and 46 on Pine Knoll to Lone Tree 					
Special Instructions					
Review written traffic plan.					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name	Function		Primary Contact (indicate cell, pager, or radio)		
NAUPD Event 1			Radio		
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/14/2023 14:35:42		

Assignment List (ICS 204)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Branch Traffic Operations		Division/Group Southwest Traffic Zone		Staging Area	
Operations Personnel		Name		Contact-Number(s)	
Operations Section Chief:		Lt. Lance Wigley			
Branch Director:		Lt. Lance Wigley		Lt. Lance Wigley	
Division/Group Supervisor:		Sgt. Michael Langston			
Resources Assigned					
Resource Identifier	Leader	# of Persons	Contact (e.g., phone, pager, radio frequency, etc.)	Reporting Location, Special Equipment and Supplies, Remarks, Notes, Information	
McConnell / I-17	Cpl. Lofgren / Ofc. Kiener	2	NAUPD Event 1	Kiener arriving at 0900.	
McConnell / Pine Knoll	Ofc. Griffith / NAU Campbell	2	NAUPD Event 1		
McConnell / Lot 62 N. Entrance	STC Tarin	1	NAUPD Event 1		
Pine Knoll / Huffer	USA Cogburn / USA Cicero	2	NAUPD Event 1		
McConnell / Knoles	STC Stitch	1	NAUPD Event 1		
McConnell / Lot 41	Facilities Jared G.	1	NAUPD Event 1	Leaving at 1200	
McConnell / Lot 68 East and West	Facilities Eric Tate / Austin Hooper	2	NAUPD Event 1	Leaving at 1200	
McConnell / Lot 67	Facilities Andrew Washington	1	NAUPD Event 1	Leaving at 1200.	
Beulah / McConnell		2	NAUPD Event 1		
Forest Meadows / Beulah		1	NAUPD Event 1		
Milton / Forest Meadows		1	NAUPD Event 1		
Milton / University		1	NAUPD Event 1		
Work Assignments					
Assure safe, efficient, and accommodating traffic flow in accordance with the written traffic plan.					
Ingress, facilitate parking as follows:					
<ul style="list-style-type: none"> Establish right turn lane with cones for the N/B I-17 off ramp, an officer will be directing vehicles to proceed without stopping. ADA/VIP to P66 via E/B McConnell from Pine Knoll/McConnell is possible. If it is too busy, direct all traffic south on Pine Knoll. Shuttle parking to P62 via established entry lanes at Pine Knoll/McConnell just south into north driveway. Park and Walk is accessible after going through P62 or following the south loop 					
Egress					
<ul style="list-style-type: none"> P62 will have north and south exits with forced routing to contraflow lanes and onto McConnell/Beulah area for campus exit Ingress will remain available for P62 cross-flow traffic between ceremonies Limit traffic E/B from P62 as much as possible to facilitate shuttle efficiency E/B Pine Knoll exit route will become available once P64 and P66 are clear (coordinate with Southeast Supervisor) 					
Special Instructions					
See written traffic plan for location specific instructions.					
South Village residents will be allowed to proceed E/B on Pine Knoll past P62, but may need to enter P62 internal traffic flow during egress.					
Communications (radio and/or phone contact numbers needed for this assignment)					
Name	Function		Primary Contact (indicate cell, pager, or radio)		
NAUPD Event 1			Radio		
Prepared by					
Name Lt. J. Tritschler			Position/Title Incident Commander		
Signature _____			Date/Time 12/14/2023 14:45:07		

Incident Radio Communications Plan (ICS 205)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00		Date To 12/15/2023 Time To 19:00:00			
Basic Radio Channel Use									
Zone Grp.	Ch #	Function	Channel Name/ Trunked Radio System Talkgroup	Assignment	Rx Freq N or W	RX Tone/NAC	TX Freq N or W	TX Tone/NAC	Mode (A, D, or M)
A	3	Skydome Tactical	NAUPD Event 1						D
		Remarks Patch to NAUPD Main							
A	1	Police Dispatch	NAUPD Main						D
		Remarks Regular channel for patrol operations.							
A	2	Secure Radio	NAUPD Information						D
		Remarks Use for OPSEC sensitive transmissions as well as EMS Patient Info							
A	4	Traffic Branch	NAUPD Event 2						D
		Remarks Patch with FAC Main, Parking Main, and FPD Event 3							
Special Instructions									
General Radio Procedure Plain-talk procedures are in effect: no ten codes. Keep all transmissions brief and professional. Callsigns are your last name and or your location e.g. "Smith at Pine Knoll/McConnell"									
Talkgroup Configuration: Patch NAUPD Main and NAUPD Event 1. This will be the Skydome Patch. Also patch NAUPD Event 2, FPD Event 3, Facilities Main, and Parking Main. This will be the Traffic Patch. Do not allow ACJIS transactions on Event 2. Use NAU PD Main or Info only.									
In the event of a Contingency Team activation, contingency team members will switch radios to NAUPD main and respond as directed from IC. If the emergency is inside the Skydome, the patch between Main and Event 1 will remain in place. If the emergency is outside the Skydome, the patch will be cut so the emergency can have a dedicated communications channel.									
Communications Unit Work Assignments 1. Maintain police dispatch services for assigned units. 2. Configure radio resources IAW the Communications Plan 3. Create a Master Event for recording event notes including timestamps, lot counts, and other notes as directed 4. Create a new event for each unique report of crime, injury, or other situations which would normally require a DR 5. For incidents at the Skydome, assure response of event officers. Dispatch all other incidents to patrol 6. Medical incidents at the Skydome: dispatch pre-staged GMT resources 7. Medical incidents away from the Skydome: dispatch IAW normal procedures 8. Do not allow ACJIS transactions on Event 2 due to no LE talkgroups in the patch. ACJIS transactions are permitted on NAUPD Main, Event 1, and Info									
Prepared by									
Name Lt. J. Tritschler					Position/Title Incident Commander				
Signature _____					Date/Time 12/06/2023 10:57:12				

Medical Plan (ICS 206)

Incident Name NAU Fall Commencement 2023		Operational Period		Date From 12/15/2023 Time From 06:00:00		Date To 12/15/2023 Time To 19:00:00	
Medical Aid Stations							
Name	Location			Contact Number(s)/Frequency		Paramedics on Site?	
West Concourse	Skydome West Concourse			NAUPD Event 1		Yes	
North Doors	Skydome North Doors-Field Level			NAUPD Event 1		Yes	
Transportation (indicate air or ground)							
Air/Ground	Ambulance Service	Location		Contact Number(s)/Frequency		Level of Service	
Air	Guardian Air	6639 S. Piper Ln. (Flagstaff Pulliam Airport)		1-800-523-9391		ALS	
Ground	Guardian Medical Transport	1507 S. Yale St.		928-773-2145		ALS	
Hospitals							
Hospital Name	Address, Latitude & Longitude if Helipad	Contact Number(s)/Frequency	Travel Time		Trauma Center	Burn Center	Helipad
			Air	Ground			
Flagstaff Medical Center	1200 N. Beaver Street	928-779-3366	5 Minutes	10 Minutes	Level I	No	Yes
Special Medical Emergency Procedures							
<p>Two ambulance units will be staged: one on the west concourse and one at the north roll up door. EMS events at the Skydome will be dispatched to pre-staged medic units. If transport is required, the medic units will coordinate directly. EMS events away from the Skydome will be dispatched to FFD/GMT per normal procedures. Cache radios will be provided to each EMS unit by Skydome Branch Chief.</p> <p><input type="checkbox"/> Check box if aviation assets are utilized for rescue. If assets are used, coordinate with Air Operations.</p>							
Prepared by							
Name Lt. J. Tritschler				Position/Title Incident Commander			
Signature _____				Date/Time 12/06/2023 10:55:02			

Incident Organization Chart (ICS 207)

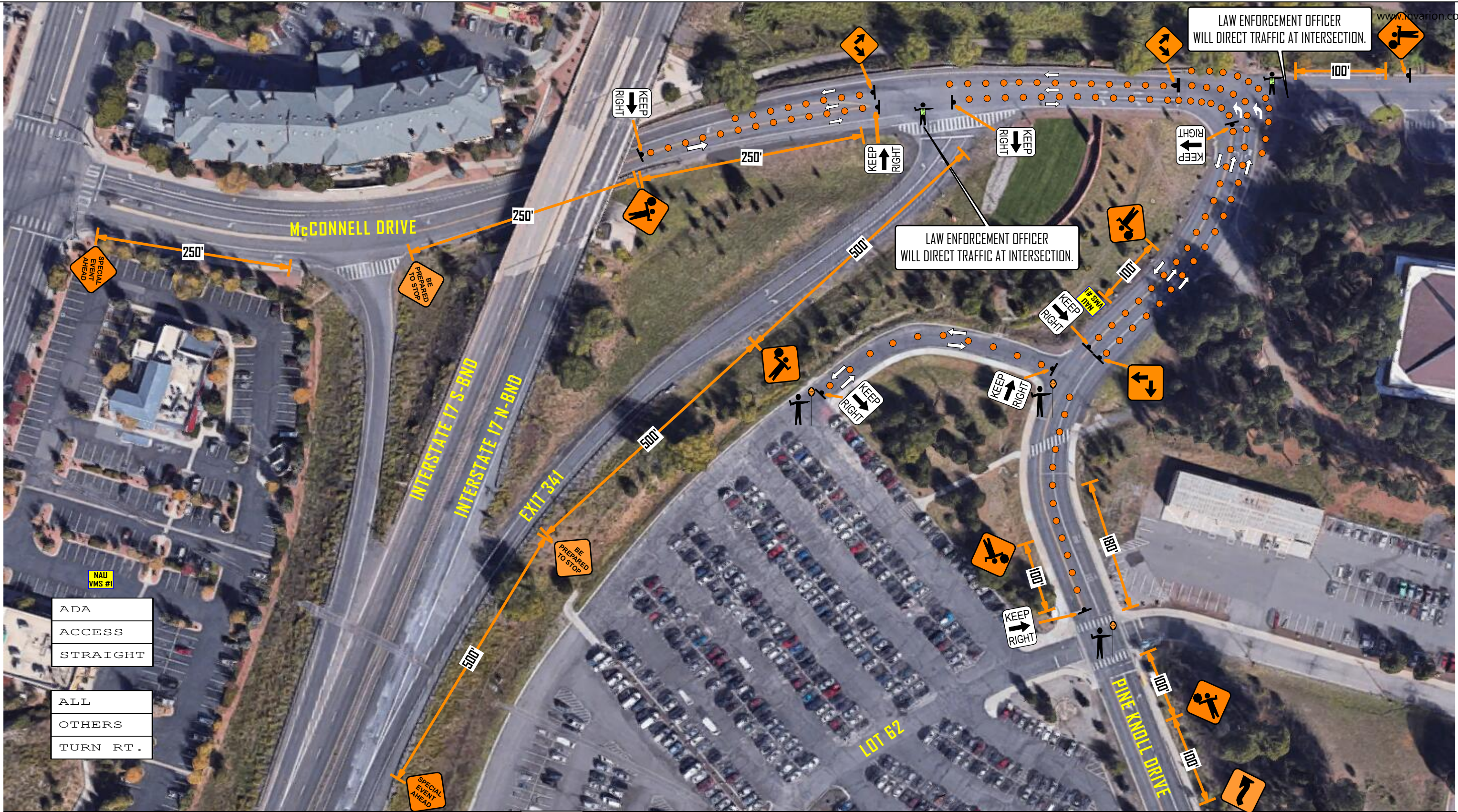
Incident Name NAU Fall Commencement 2023		Incident Number	
Operational Period		Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
<div>Incident Commander NAUPD</div> <div>Planning Section Chief NAUPD</div> <div>Operations Section ... NAUPD</div> <div>Technical Specialist NAU Emergency Manager</div> <div>Sky Dome Operations</div> <div>University Events</div> <div>Parking Operations</div> <div>Shuttle Operations</div> <div>Facilities Operations</div> <div>Communications Unit NAUPD Communication...</div> <div>Sky Dome Security O... NAUPD</div> <div>Police Operations Dir. NAUPD</div> <div>Traffic Operations Dir. NAUPD</div>			
<div>Prepared by Name Lt. J. Tritschler Signature _____</div> <div>Position/Title Incident Commander Date/Time 12/08/2023 09:48:50</div>			

Safety Message/Plan (ICS 208)

Incident Name NAU Fall Commencement 2023	Operational Period	Date From 12/15/2023 Time From 06:00:00	Date To 12/15/2023 Time To 19:00:00
Safety Message/Expanded Safety Message, Safety Plan, Site Safety Plan			
General Safety Reminders <ul style="list-style-type: none">• Traffic vests are required whenever operating in a TCP role. Wands/Flashlights are mandatory if dark.• Do not physically place yourself in front of non-compliant vehicles. Report CYMBALS and DOT!• Be sure you are taking measures to sustain yourself. Keep hydrated and take meals proactively• Gloves, hats, coats, and eye protection are mandatory for personnel working outside. Facial protection (ski masks, balaclavas, etc.) and weather-proof boots are also approved for use			
DOME EVACUATION BRIEFING / PLAN <p>Evacuation: If an alarm sounds, it is a true alarm (Fire panel monitors have validated the emergency) or an emergency requiring evacuation has been identified:</p> <ol style="list-style-type: none">1. The Skydome Division supervisor will radio the Incident Commander and advise of the situation.2. The Contingency Team members not assigned to the President or Pine Knoll and Lonetree will be activated and respond to assist with evacuation. The members assigned to the President and Pine Knoll and Lonetree will continue those duties assisting the President evacuate and stay informed and facilitating egress off campus at Pine Knoll and Lonetree.3. All persons on the field level will be ushered out the north doors. ADA overflow exists on the field level and will need assistance.4. All persons in the stands will be directed to the nearest exits on the concourse level. ADA seats exist in the middle of both the east and west concourse and will need assistance.5. Officers assigned to the southeast and northwest positions will report to the mezzanine (middle) level and assist the ADA guests seated in the ADA seats along the railing onto the elevator and up to the concourse level.6. Emergency response (additional law enforcement, medical, fire or bomb squad) will be directed to respond on McConnell Drive into the horseshoe (lot 67) or on San Francisco St. (from the north) and park on the roadway along the east side of the Skydome.7. Shuttle Services will run shuttle services out of lot 66A to both lot 62 and 96B avoiding the road closures.8. Move guests away from the dome to the parking lots, East practice fields or closed roadways.9. Once persons have been evacuated, Skydome units and Contingency members will assist dome staff supervisors and conduct a final sweep.10. Non-certified workers will assist Skydome staff outside not allowing re-entry of evacuated persons.11. Once sweep is complete, inside units will maintain security with only essential involved personnel allowed back in. <p>Security: Once a building and/or area have been evacuated law enforcement will:</p> <ol style="list-style-type: none">1. Limit access to the Skydome. Unless approved by the IC, only essential personnel will be allowed in.2. Protect buildings and property affected by the evacuation. Lock shop to possibly re-key entries.3. Re-entry will only be permitted when deemed safe by the IC via the appropriate authority. <p>Re-entry: Once the building and/or area has been approved for safe re-entry by the IC and EOC:</p> <ol style="list-style-type: none">1. The University public shall be informed of re-entry status (if necessary, why re-entry is not possible at a given time) through the same media channels as the evacuation was announced.2. Return of evacuees to the evacuated area(s) will be according to the same considerations, coordination, and control as the original evacuation. <p>Specific Re-entry Considerations:</p> <ol style="list-style-type: none">1. The threat causing the evacuation is completely over?2. Only a safe level or no contamination exists?3. Buildings have been inspected and determined to be safe?4. Numbers of those who require special accommodations to return has been calculated?5. Arrangements to coordinate traffic control and movement of persons are complete?			
Site Safety Plan Required? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
Approved Site Safety Plan(s) Located At:			
Prepared by			
Name Lt. J. Tritschler		Position/Title Incident Commander	
Signature _____		Date/Time 12/06/2023 11:00:32	









NOTES:
ALL SIGNS WILL HAVE TYPE A LIGHTS & FLAGS.

CHANNELING DEVICES WILL BE SPACED AT 50' ON TANGENTS & 25' TAPERS.

CHANNELING DEVICES WILL BE 28" REFLECTIVE CONES.

		SIGN SIZES	LEGEND
		<div><div>○ 18 X 24</div><div>○ 24 X 24</div><div>○ 24 X 30</div><div>○ 30 X 30</div><div>⊗ 36 X 36</div><div>⊗ 48 X 48</div></div> <div><div>○ 48 X 60</div><div>○ 48 X 96</div><div>○ 30 X 48</div><div>○ 24 X 48</div><div>○ 30 X 36</div><div>○ OTHER</div></div>	<div><div>NAU MESSAGE BOARD</div><div>CIVILIAN FLAGGER</div><div>LAW ENFORCEMENT OFFICER</div><div>VERTICAL PANEL</div><div>SIGN STAND</div></div>
REVIEWED BY _____		DATE _____	

Date: 03/12/19 Author: STEPHEN MILLER Project: NAU GRADUATION
Prime Contractor: N.A.U. Traffic Control Contractor: QUAIL CONSTRUCTION LLC

Comments:
TRAFFIC CONTROL PLAN VOID, IF NOT SET UP BY QUAIL CONSTRUCTION PERSONNEL.

- THIS IS A VEHICULAR PLAN ONLY
- THIS PLAN IS SUBJECT TO CHANGE IN THE FIELD
- ALL APPLICABLE EQUIPMENT SHALL HAVE SANDBAGS AND FLAGS
- BUSINESS AND LOCAL ACCESS SHALL BE MAINTAINED WHEN POSSIBLE
- CONFLICTING SIGNS SHALL BE COVERED WHILE TEMPORARY TRAFFIC CONTROL IS IN PLACE
- BUMP SIGNS SHALL BE PLACED PRIOR TO ANY STEEL PLATES ARE PLACED IN ROADWAY



TCP# 031219-001 REVISION 12/06/21








NOTES:
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CHANNELING DEVICES WILL BE SPACED AT 50' ON TANGENTS & 25' TAPERS.

CHANNELING DEVICES WILL BE 28" REFLECTIVE CONES.



SIGN SIZES	
○ 18 X 24	○ 48 X 60
○ 24 X 24	○ 48 X 96
○ 24 X 30	○ 30 X 48
○ 30 X 30	○ 24 X 48
○ 36 X 36	○ 30 X 36
⊗ 48 X 48	○ OTHER

LEGEND	
	NAU MESSAGE BOARD
	CIVILIAN FLAGGER
	LAW ENFORCEMENT OFFICER
	VERTICAL PANEL
	SIGN STAND

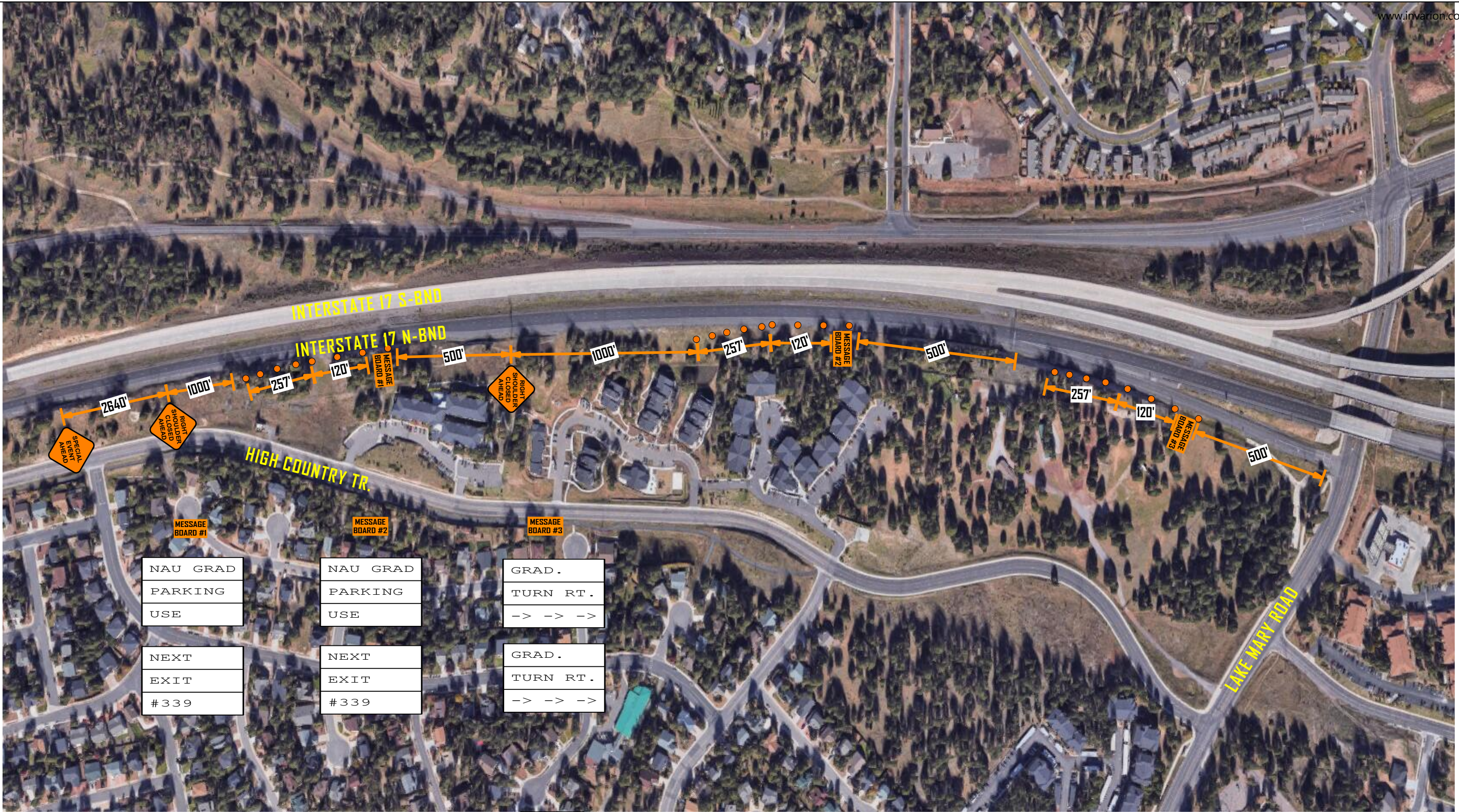


Date: 11/12/18 Author: STEPHEN MILLER Project: NAU GRADUATION
Prime Contractor: N.A.U. Traffic Control Contractor: QUAIL CONSTRUCTION LLC

Comments:
TRAFFIC CONTROL PLAN VOID, IF NOT SET UP BY QUAIL CONSTRUCTION PERSONNEL.

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- BUMP SIGNS SHALL BE PLACED PRIOR TO ANY STEEL PLATES ARE PLACED IN ROADWAY

TCP# 111218-002 REVISION 12/06/21





NOTES:
ALL SIGNS WILL HAVE TYPE A LIGHTS & FLAGS.

CHANNELING DEVICES WILL BE SPACED AT 20' ON TANGENTS & 40' TAPERS.

CHANNELING DEVICES WILL HAVE TYPE C LIGHTS.

MESSAGE BOARDS WILL BE SETUP PER ADOT SA -15.





TCP IS NOT TO SCALE & IS FOR SCHEMATIC USE ONLY.




REVIEWED BY _____

DATE _____

SIGN SIZES	
○ 18 X 24	○ 48 X 60
○ 24 X 24	○ 48 X 96
○ 24 X 30	○ 30 X 48
○ 30 X 30	○ 24 X 48
○ 36 X 36	○ 30 X 36
⊗ 48 X 48	○ OTHER

LEGEND	
 MESSAGE BOARD #1	RENTAL MESSAGE BOARD
	WORK ZONE
	TRAFFIC CONTROL DEVICE
	SIGN STAND



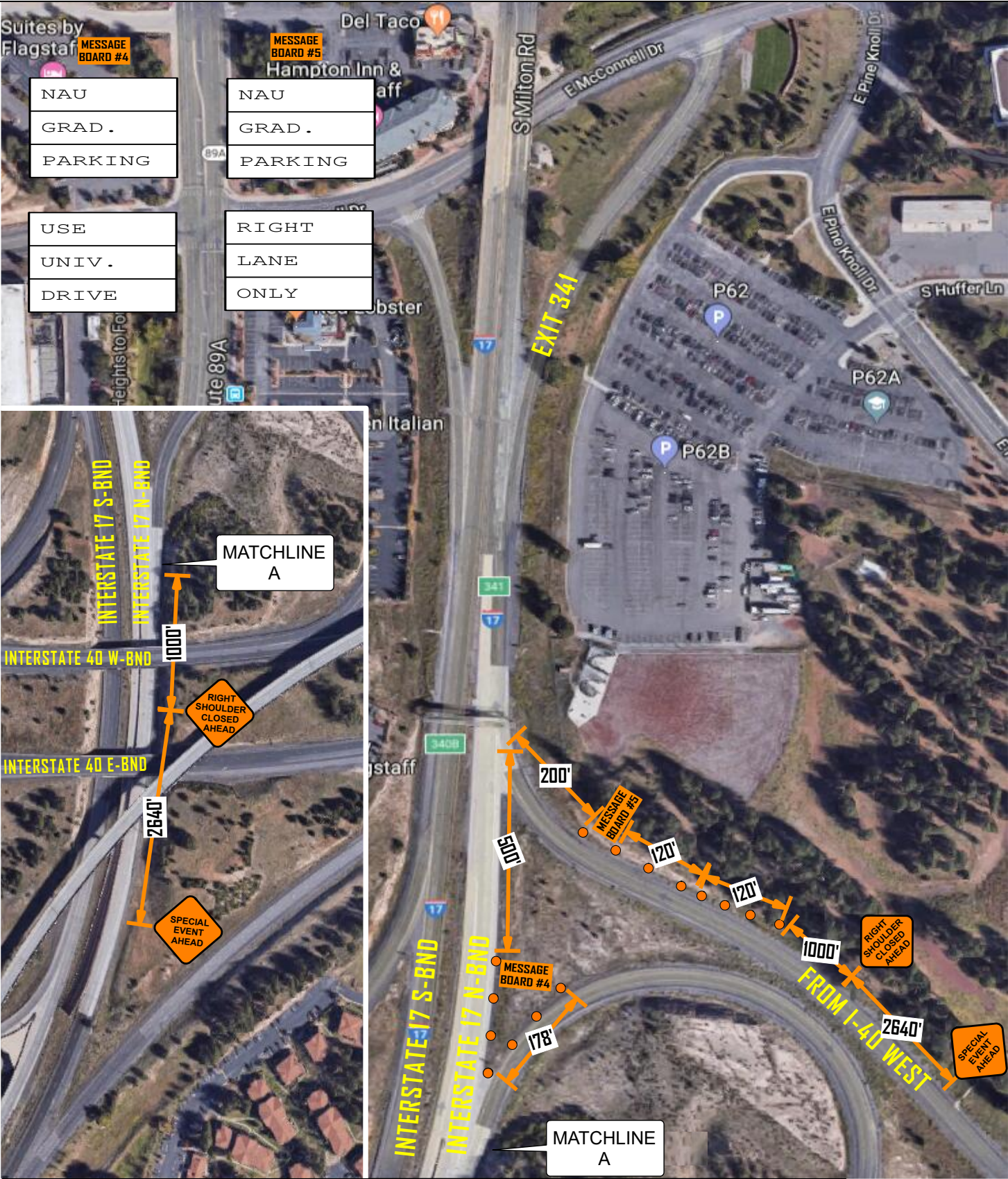
Date: 11/12/18 Author: STEPHEN MILLER Project: NAU GRADUATION
Prime Contractor: N.A.U. Traffic Control Contractor: QUAIL CONSTRUCTION LLC

Comments:
TRAFFIC CONTROL PLAN VOID, IF NOT SET UP BY QUAIL CONSTRUCTION PERSONNEL.

- THIS IS A VEHICULAR PLAN ONLY
- THIS PLAN IS SUBJECT TO CHANGE IN THE FIELD
- ALL APPLICABLE EQUIPMENT SHALL HAVE SANDBAGS AND FLAGS
- BUSINESS AND LOCAL ACCESS SHALL BE MAINTAINED WHEN POSSIBLE
- CONFLICTING SIGNS SHALL BE COVERED WHILE TEMPORARY TRAFFIC CONTROL IS IN PLACE
- BUMP SIGNS SHALL BE PLACED PRIOR TO ANY STEEL PLATES ARE PLACED IN ROADWAY

TCP# 111218-001

REVISION 12/06/21



NOTES:
ALL SIGNS WILL HAVE TYPE A LIGHTS & FLAGS.
CHANNELING DEVICES WILL BE SPACED AT 20' ON TANGENTS & TAPERS.
(SPACING PER ADOT SA-14 & SA-17.)
CHANNELING DEVICES WILL HAVE TYPE C LIGHTS.
MESSAGE BOARDS WILL BE SETUP PER ADOT SA -14 & SA-17.
TCP IS NOT TO SCALE & IS FOR SCHEMATIC USE ONLY.



SIGN SIZES			
○ 18 X 24	○ 48 X 60		
○ 24 X 24	○ 48 X 96		
○ 24 X 30	○ 30 X 48		
○ 30 X 30	○ 24 X 48		
○ 36 X 36	○ 30 X 36		
⊗ 48 X 48	○ OTHER		

LEGEND	
	LAW ENFORCEMENT OFFICER
	WORK ZONE
	TRAFFIC CONTROL DEVICE
	SIGN STAND



Date: 11/12/18 Author: STEPHEN MILLER Project: NAU GRADUATION
Prime Contractor: N.A.U. Traffic Control Contractor: QUAIL CONSTRUCTION LLC

Comments:
TRAFFIC CONTROL PLAN VOID, IF NOT SET UP BY QUAIL CONSTRUCTION PERSONNEL.

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TCP# 111218-003 **REVISION 12/06/21**