



Emergency Action Plan for POCAR

General Event Information:	2
Itinerary	2
Trip Contacts:	3
- Club Contacts	3
- Emergency Contacts	3
Hospitals	3
Important Locations	4
Driving	4
Weather	5
- Extreme Cold Procedures	5
- Winter Storm Response	5
- Windchill Charts	6
Weather Induced Health Concerns	7
- Frostbite: Stages, Response, Prevention	7
- Hypothermia: Symptoms, Treatment, Prevention	8
- Sleep Deprivation:	8
Emergency Procedures:	9
- General Emergency Preparedness	9
- Missing Teams	10
- Search and Rescue	10
- Fire	10
General Race Operations, Rules and Regulations:	11
- Fire Water Stations/Patrol	11
- Check ins (F/W, Binders, Patrol Cars, Sleep)	11
- Required Safety Equipment (Teams/Racers)	13
- Water	13
- Drug and Alcohol Statement	14
- River/Water Crossings	14

General Event Information:

Event Name:

POCAR

Event Dates:

01/17/2025-01/20/2025

Trip Leader(s):

Clare Hilton - (314)-707-2209 - WFA

Sarina Oliveri Kuhnle - (646)-965-0512 - WFA

Steven LaCroix - (513)-722-5878 -

Locations

Morgan- Monroe State Forest

Itinerary

17 January 25, Friday

Volunteers leave campus, arrive at Morgan Monroe State Forest to help set points for the race and setup HQ at Maumee Dining Hall:

18 January 25, Saturday

Race begins, volunteers help keep track of racers at HQ and run Fire/Water Stations on the racecourse to check in racers and provide them with warmth and water refills

19 January 25, Sunday

Volunteers help keep track of racers at HQ and run Fire/Water Stations on the racecourse to check in racers and provide them with warmth and water refills

20 January 25, Monday

Race ends, volunteers help pick up points, break down HQ and Fire/Water stations, and pack out all trash, return to campus

Trip Contacts

Clare Hilton - Race Coordinator	(314)-707-2209	WFA Certified
Sarina Oliveri Kuhnle- Volunteer Coordinator	(646)-965-0512	WFA Certified
Steven LaCroix - Registration Coordinator	(513)-722-5878	
Andrew Harrison - Health and Safety	(781)-795-2725	WFA Certified
Max Ahrebecker- Club President	(317)-737-6443	WFA Certified
Tom Ekrem - Club Vice President	(781)-218-2491	WFA Certified
Jillian Carr - Club Advisor	(281) 702-1824	

Emergency Number

Indiana Search and Rescue Association	(317) 426-1727
Monroe County Sheriff - Ruben Marte	(812) 349-2780
IU Health Bloomington Hospital	(812) 353-5252
Morgan Monroe State Forest/DNR	(765) 792-4654
Club Academic Advisor - Jillian Carr	(281) 702-1824
Scout Property Specialist- Zach Smith	(317) 232 - 4117

In the event of an incident or accident off-campus, the club's Trip Leader is responsible for contacting EMS (911), activating the EAP (Emergency Action Plan), and then contacting the proper personnel from the following Phone Tree in order to report the incident or accident.

Hospitals

Bloomington Hospital	2651 E Discovery Pkwy, Bloomington, IN 47408	(812)-353-5252
Monroe Hospital	011 S Monroe Medical Park Blvd, Bloomington, IN 47403	(812)-825-1111
Community Hospital South	1402 E County Line Rd, Indianapolis, IN 46227	(317)-887-7000

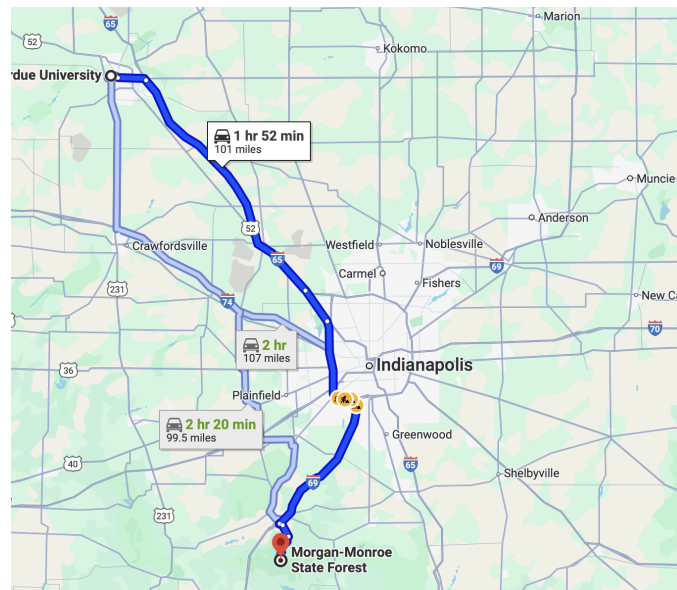
Important Locations

Location	Shelter	Easting	Northing	Lat/Long
HQ	indoor facility (Maumee Dining Hall)	562325.7	4317741.4	39.006473667736465, -86.28017353472977
Fire Water 1	tarp and canopy	559029.5	4320803.2	39.034291246962965, -86.31797517505524
Fire Water 2	tarp and canopy	559537.3	4315441.4	38.985943272827114, -86.31257630836146
Fire Water 3	tarp and canopy	562417.5	4317479.6	39.00410813770093, -86.27913731767998

Driving

- Volunteers are all members of Purdue Outing Club and will be on the driver board
- Racers are responsible for their own transportation
- When driving to and from trip location, each car must be driven by a certified driver, with a second certified driver on hand.
- Drivers must take one 15-minute break every 2 hours.
- Drivers are to drive the same people to and from the trip location. This will mean that the drivers are accountable for the passengers in their vehicles getting to and from their trip safely.
- All vehicles will have a copy of the Emergency Contact information and a list of the senior officers' phone numbers.

The route Volunteers will take to the event are posted below:



Weather:

Update with the predicted forecast.

Extreme Cold Procedures:

Weather will be monitored by event organizers. At 0°F race conditions and participants will be monitored closely. Additional blankets, sleeping bags and cold weather gear (ie. hand warmers) will be distributed to volunteers and F/W stations. At a temperature of -25°F / a frostbite time of less than 15 minutes, the race will be canceled, racers and volunteers will be informed of immediate evacuation, racers will make their way to the nearest F/W station or patrolled road. Volunteers will stay at F/W stations and continue to patrol until every racer is informed and has returned to HQ.

Heavy snowfall or winter storms may result in race cancellation as well if:

- The exit routes are not passable by patrol cars.
- When Winter Storm Severity Index (NWS) reaches moderate impact
- The Windchill Temperature index gives the perceived temperature equivalent for the combination of cold air and wind. It shows air temperature in degrees Fahrenheit and wind speed in miles per hour.*
- The chart also includes a frostbite indicator, showing the points where temperature, wind speed and exposure time will produce frostbite on humans. Each of the three shaded areas shows how long a person can be exposed before frostbite develops.*

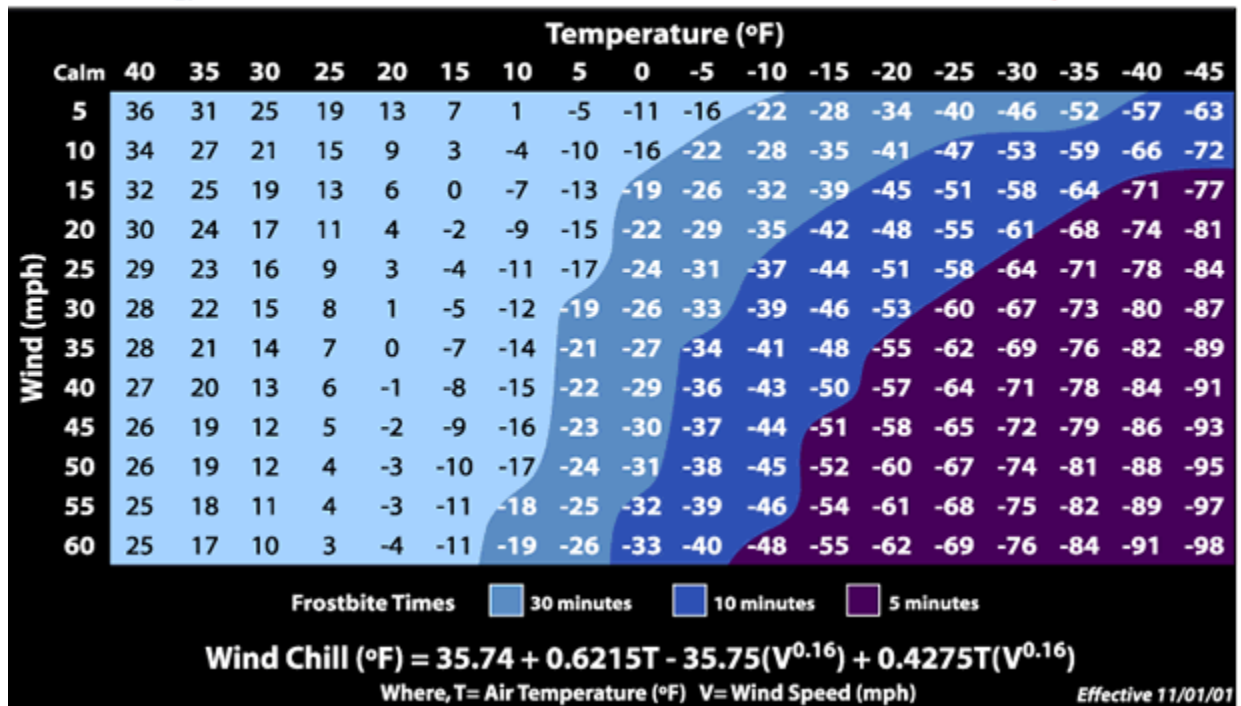
*charts on following page

[Link to National Weather Service Winter Storm Index and Response](#)

The decision to cancel the race will be made by the race coordinator in conjunction with the volunteer coordinator and registration coordinator.



NWS Windchill Chart



Scale for the Winter Storm Severity Index (WSSI)	
Potential Winter Storm Impacts	
	<p>No Impacts Impacts not expected.</p>
	<p>Limited Impacts Rarely a direct threat to life and property. Typically results in little inconveniences.</p>
	<p>Minor Impacts Rarely a direct threat to life and property. Typically results in an inconvenience to daily life.</p>
	<p>Moderate Impacts Often threatening to life and property, some damage unavoidable. Typically results in disruptions to daily life.</p>
	<p>Major Impacts Extensive property damage likely, life saving actions needed. Will likely result in major disruptions to daily life.</p>
	<p>Extreme Impacts Extensive and widespread severe property damage, life saving actions will be needed. Results in extreme disruptions to daily life.</p>

Weather Induced Health Concerns (Frostbite, Hypothermia, Sleep Deprivation):

Frostbite (information retrieved from the Mayo Clinic website)

There are three stages of frostbite.

Stage 1- Frostnip

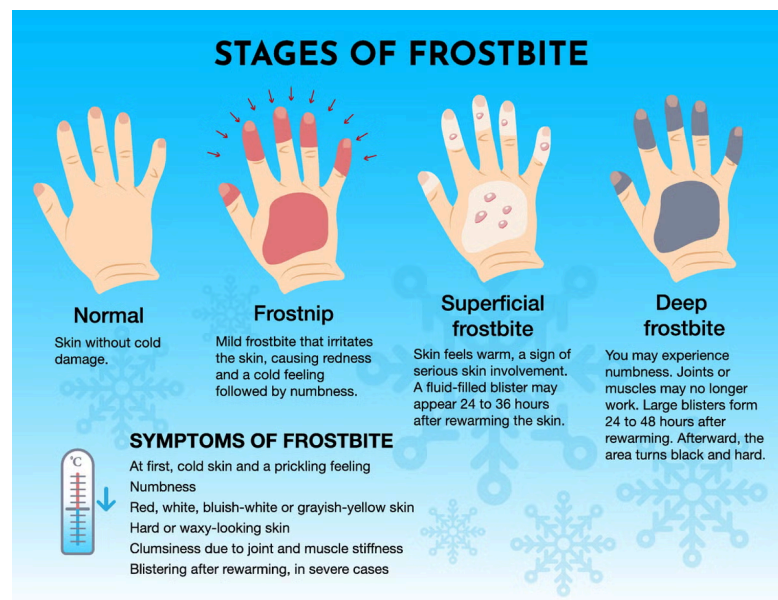
Rewarming the affected skin might cause a tingling sensation. Many experience this stage if outside for long lengths of time in cold weather (winter).

Stage 2- Superficial frostbite

Red skin turns pale/white. Ice crystals might form on the skin at this stage. Rewarming the affected area may cause a mottled, blue, or purple appearance and stinging or swelling can occur. Seek medical treatment by a professional at this stage of frostbite. **DO NOT** try to rewarm, Only medical professionals should rewarm.

Stage 3- Severe frostbite

All skin layers affected. Numbness and loss of sensation, including pain for the affected area. Joints and muscles may cease to work. Rewarming the affected area can cause blisters and the skin will become black due to tissue death. Seek medical treatment by a professional immediately as this is a life threatening condition. Again, **DO NOT** try to rewarm.



Prevention:

The best way to prevent frostbite is to catch it in the initial stages (stage 1). Get out of the cold/wind. Re-warm the affected areas slowly by starting at the extremities and working inward (fingers to hands, toes to feet, nose to cheeks). This can be done by tucking fingers and toes into warm clothing to be warmed by body heat. Do not rub affected areas as this may damage the skin further.

Hypothermia (information retrieved from the Mayo Clinic website)

A condition in which the body temperature drops below 95°F. It can become life threatening if not treated early.

Symptoms:

- Uncontrollable shivering
- No shivering- this happens at low body temperatures
- Slurred speech
- Clumsiness
- Confusion
- Drowsiness
- Loss of consciousness

Treatment:

Move the individual out of the cold. Remove wet clothes and replace them with dry clothes and/or blankets. Warm the individual slowly. There are fires at all three F/W stations as well as headquarters- place the individual near a fire (not right in front of one). Warm water bottles as well as hand warmers can be placed near the neck, armpits, chest, and groin of the individual to warm them. Do **NOT** rub the individual's arms or legs to warm them as it can stress the heart and lungs. If hypothermia is severe, apply thermal wrap.

Prevention:

Cover as much exposed skin as possible. Participants will have availability to fire at all times and should utilize this resource as much as possible.

Sleep Deprivation:

Symptoms:

- Decrease in concentration
- Sluggishness
- Irritability
- Irrationality
- Hallucinations
- Micro sleeps

Treatment:

If someone is sleep deprived, the best thing to do is to have them get some sleep.

Prevention:

Racers may choose to sleep at any point in the race. When sleeping- racers must check in with HQ and submit punch cards. Racer's may not resume racing until checking in with HQ, and collecting punch cards. Sleep check in ensures HQ is aware of racer's location, racer's are not required to adhere to 5 hr check in requirement. This ensures the ability of teams to get as much undisturbed rest as possible. Volunteers must follow the shift schedule (4 hour shift no double shifts). Both racer's and volunteers set up comfortable and warm sleep systems to ensure proper resting conditions.

Emergency Procedures:

In case of an emergency, see multi-step process to inform coordinators and responders, and get injured party help as quickly and efficiently as possible:

- Each participant is required to have a phone or communication device, which they can use to contact the emergency contact and race coordinators in case of emergency
- Each participant will have the numbers of the emergency services on hand

When someone is injured (nonlife-threatening but requires medical attention)

1. Contact the race coordinator
2. Administer aid as qualified
3. Move the team, including the injured participant, to the patrol road. If this is not possible, have half of the team stay with the injured participant and the other half will go to the patrol road.
4. Aid will be administered as soon as possible and the participant will be evacuated if necessary

If an immediate, life-threatening situation has occurred, follow these procedures.

1. Designate someone to call for aid via radio. If cell service is available, call 9-1-1. Do not hang up on 9-1-1 until you are told to do so. Know your exact location and share with EMS right away. Inform EMS of all injured parties and CPR or First Aid being administered.
 - a. In order to call for aid via radio, the team must go to a Fire Water station to a patrol road and wait for a patrol car
 - i. Do not leave the injured participant alone (if they are unable to travel to a FW Station or to patrol road)
 - b. Use the radio to inform the operators that they need to contact 9-1-1. They will be able to reach a location with service
 - c. Make sure that radio procedures update HQ about the situation
 - d. Give EMS your coordinates
2. Render immediate aid as qualified. Make sure the person is comfortable.
3. Wait for EMS.
 - a. If the victim has a spinal or neck injury or long bone injury, keep the victim as warm as possible (follow hypothermia treatment protocols), but don't move the victim. Wait for EMS.
 - b. If you don't have a car and the victim can be moved, radio for a car and place the victim in the car to keep them warm. Wait for EMS.

If an individual is in a life threatening situation, remember:

- Don't panic. Alert emergency services (through the radio stations, if necessary) and also alert HQ of the situation.
- Keep the victim as warm as possible and render first aid if qualified to do so.
- In the event that you are driving the victim somewhere, have at least three people in the car (a driver, a navigator, and someone who is qualified to look after the victim). Make sure to keep a radio, map, compass, and charged phone nearby.
- Stick to the plan once you share it with others. In the case that you must deviate from the plan, make sure everyone (EMT's, radio stations, HQ) is informed.

Accounting for Missing Teams

If a team has not checked in for 8 hours and did not check in to sleep, the team is determined missing: activate missing team procedure.

1. Determine last place of contact (F/W, Patrol, or HQ) and intended target upon leaving
 - a. Dispatch additional patrols to sweep area thoroughly beyond usual route
2. Notify volunteers and racers of missing teams and description
 - a. Volunteers and racers should direct missing team to HQ immediately if found
3. In event that missing team or members are injured follow Emergency Procedures

A race official will call 9-1-1 and activate county EMS/SAR services. If conditions are determined to be safe all available ***Approved Search Volunteers** will be sent out in groups of four on designated search routes carrying first aid and shelter/heat solutions. They will thoroughly patrol the route and report back as quickly as possible.

***Approved Search Volunteers** will be determined by the Race Coordinator, Volunteer Coordinator, and Registration Coordinator: approved search volunteers are those with advanced training (CPR, First Aid, WFA, WFR) and who have demonstrated competency of navigation

Fire

Call 9-1-1. Evacuate the area immediately. Account for all participants and inform EMS of missing participants.

General Race Operations, Rules and Regulations:

Fire Water Stations/ Patrolling

1. There will be three fire water stations in addition to HQ
 - a. Here racers can check in, warm up by the fire, and access potable water.
 - b. Each fire water station will be equipped with at least one individual with a CPR and first-aid certification and a first aid kit
 - i. Headquarters will have individuals with additional training
 - c. All volunteers will be going through training prior to race to review health concerns, water, radio use and the other risk reducing techniques we use at POCAR
 - d. Volunteers will be required to pass quiz prior to registration to demonstrate understanding of risks, responses, and safety procedures
 - e. Volunteers will be on a shift schedule to ensure that they will have proper sleep. (4 hours per shift, no double shifts allowed)
 - f. Communication between F/W stations will be in the form of ham radio. Each F/W will have a designated radio. F/W station radios provide contact with other F/W stations and HQ via Ham Radio.
2. Patrols will occur at least every hour along roads in the race loops.
 - a. Teams that need assistance or who want to drop out of the race should make their way to the nearest road to wait for the patrol car.
 - b. When a patrol car encounters a team along the road, the car will stop and record the name of the team, the time, where the team is going, and the approximate location they were found. At the end of each patrol, the car will relay this information to HQ.

Check-ins

- Teams can check in through binders that are posted throughout the course, F/W stations and the patrol cars
- Racers are required to check in every 5 hours. If a team fails to check in for 8 hours they will be disqualified. If at 8 hours a team has still failed to check in: missing team plan will be activated
 - i. If a team shows up 30 minutes past 5 hours, they will have a time penalty of 30 minutes and must remain at a FW station or HQ during the time penalty. This is to ensure all racers are safe to continue.
 - ii. Racers that refuse to participate in penalty will be disqualified
- b. Checking in allows racers to be accounted for and volunteers to confirm that racers are in a safe condition to continue the race
- c. If the team is not wearing their visibility vests, doesn't have required gear, has less than four members, splits up at any point for any reason, or otherwise violates the rules, volunteers will notify HQ and the team will be disqualified.

- d. If a racer is showing signs of stage 1 frostbite or is shivering uncontrollably, volunteers will consult EAP, notify HQ, and racer will be required to remain at FW until the situation improves.

F/W Stations (Check in)

- i. Teams must check in with volunteers at a F/W station whenever they arrive.
- ii. Volunteers will have a binder with sheets to record the team name and time of arrival/departure.
- iii. If a team stops at the F/W station more than once, their information will still be recorded. Teams must also check out when leaving a F/W station.

Binders (Check in)

- iv. There will be binders through the course that allow racers to check in if they are in a more isolated section of the course
 1. Locations of the binders will be marked on the maps given to the teams
- v. This allows racers to confirm their status if they are far away from a F/W station
- vi. Patrol cars will check these at least every hour to keep up to date on teams status and will relay the information back to HQ

Sleep (Check in)

- vii. Teams are required to inform HQ of when they plan on sleeping and starting out again. Racer campsites are near HQ. Teams will turn in their punch cards to HQ while sleeping and they do not have to check in every 5 hours. This prevents race coordinators from believing the team as lost when they are just sleeping in a car or a tent.

Required Safety Equipment teams must have at all times

These will be checked before the beginning of the race as well as randomly throughout the race. These are the minimal requirements, however, additional equipment is recommended.

Per Team

- 1 sleeping bag+1 emergency blanket or 2 sleeping bags
- Maps (provided)
- Compass
- A watch
- A whistle
- Race safety vest (provided, must be worn at all times)
- Shelter - tarp, tent or equivalent that all team members can fit under/in
Note: bivy sacks may count as a sleeping bag and shelter for a person, but do not count as the shelter for the whole team, as only one person can fit in it.
- Water filter or iodine tablets
- First aid kit- needs a minimum of:
 - 1 ACE bandage
 - 2 adhesive bandages
 - 2 3x3 gauze (or Teflon) pads
 - 1 antiseptic tube
 - 10 tablets aspirin, ibuprofen, naproxen, or acetaminophen, as a minimum

These are the minimum requirements for a first aid kit. Additional supplies are recommended.

Per Racer:

- Rain Jacket
- Headlamp or Flashlight (with spare batteries)
- 2 Liters of Water
- Hat/Gloves/Warm Clothing

If a team or racer is found to not have a required item, they may be disqualified.

Water

F/W West, East, North, and headquarters will have water jugs for participants and volunteers to use. There is a water source at the ranger station where the jugs will be refilled. Contact race headquarters by radio to notify patrols that the jug is low (don't wait until it is completely empty) on water and another will be brought during the next patrol. Hydration is essential during the race, especially since the weather is cold. Teammates need to look out for each other to prevent dehydration. Volunteers are must to ensure racers are leaving FW stations with full water bottles.

Drugs and Alcohol

Alcohol and drugs are strictly prohibited for all participants.

Crossing Rivers, Lakes or Other Significant Bodies of Water

Crossing frozen rivers, lakes, or any other significant body of water is strictly forbidden. A body of water is significant if it is more than two feet deep at any given crossing point. If the ice does not hold you, there is no possibility for a rescue; only a recovery. Failure to comply with these rules may result in disqualification, and may also jeopardize eligibility for future entry in POCAR.