

# Supported Specialty WebEOC Boards

<b>Administrators Group Board</b> <i>(fusion board)</i>	(Version 1.0)	<i>Incident Independent</i>
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**Description:** This board is used as a communication tool among the NCR WebEOC Administrators. There are eight components to this board—one for sharing announcements about upcoming meetings, a second for discussions, a third for a list of Admin Users, a fourth to share files, a fifth to share drills, a sixth to share meeting minutes, a seventh to view Board Usage Guides (BUGs), and an eighth to share software version information.

**Views:** This board provides a list view with all eight lists that are accessible through the tabs at the top of the board.

**List View** – This board shows the recent announcements, with the tabs to switch to a different section. This information is for NCR WebEOC Administrators only.

The screenshot displays the 'Announcements' section of the board. At the top, there are navigation tabs: Announcements, Discussions, NCR WebEOC Admins, Files, Drills, Meeting Minutes, BUGs, and Version Info. The main heading is 'Announcements' with a sub-heading 'Upcoming Meetings for the NCR WebEOC Administrator Group'. Below this is a table of announcements:

Last	First	Date	Jurisdiction	Announcement	Attachments	Update	Details
Ehrhart	Ashley	11/16/2017 13:23:07	Alexandria	Approved minutes from the 3-12-2013 meeting are attached.	Attachment 1	Update	View
Ehrhart	Ashley	11/16/2017 13:22:27	Alexandria	Approved minutes from the 8-28-2013 meeting are attached.	Attachment 1	Update	View
Lupe	Paul	08/14/2017 14:39:46	Fairfax County	Meeting Notes from August 11, 2015	Attachment 1	Update	View
Koss	Joan	08/06/2015 08:37:05	NCR	The Mid-Atlantic WebEOC Users' Symposium is scheduled for Tuesday, October 20, 2015 at the Fair Lakes Hyatt, Fairfax, Virginia.		Update	View
Koss	Joan	08/06/2015 08:35:44	NCR	The next NCR WebEOC Admin meeting is scheduled for Tuesday, August 11, 2015 at the Fairfax PSTOC building: 4890 Alliance Drive, Fairfax, VA. The mee <a href="#">More</a>		Update	View
Fletcher	Jeff	08/27/2014 14:10:27		Loaded latest (revised) version of the WebEOC Information Sharing Policy in the Files section.		Update	View
Ehrhart	Ashley	07/10/2014 12:15:29	Alexandria	Draft minutes from the 7-1-2014 meeting are attached.	Attachment 1	Update	View
Ehrhart	Ashley	04/23/2014 18:24:53	Alexandria	Draft minutes from the 4-8-2014 meeting are attached.	Attachment 1	Update	View
Ehrhart	Ashley	04/22/2014 15:43:15	Alexandria	Draft minutes from the 2-28-2014 meeting are attached. Approved minutes from the 2-28-2014 meeting are also attached.	Attachment 1 Attachment 2	Update	View
Ehrhart	Ashley	02/05/2014 15:22:20	Alexandria	Approved minutes from the 11-12-2013 meeting are attached.	Attachment 1	Update	View
Ehrhart	Ashley	02/05/2014 15:04:19	Alexandria	Draft minutes from the 5-16-2013 WebEOC Subcommittee meeting are posted for review. These Minutes were approved without corrections.	Attachment 1 Attachment 2	Update	View
English	Waller	07/13/2012 11:08:31	City of Fairfax	Please see the attachment for the actions items and minutes from meeting on 7-10-2012	Attachment 1	Update	View

## Default Features:

- Record editing through the respective *Update* links
- Record creation with the respective *Add* buttons
- *Tabs* to navigate among the different lists.

**Variation:** The NCR NIMS Officers have a version of the board with only five sections. The Drill and Meeting Minutes sections are not included. The NCR NIMS Officers version has a tab for identifying scheduled Monthly Meetings.

**Variation:** The NCR Regional Planners have a version of the board with only four sections: Discussion, NCR Planners, Files and Meeting Minutes.

**Variation:** The NCR Training and Exercise Officers have a version of the board with only four sections: Discussion, NCR Training and Exercise Officers, Files and Meeting Minutes.

# Supported Specialty WebEOC Boards

**Input (Edit) Announcements View** – This view enables the announcements to be created and the option to post to the list view and also to email the group with the posted message.

**Name and Information:**

Last:

First:

Jurisdiction:

**Announcements:**

Announcement:

Attachment 1:

Attachment 2:

Attachment 3:

Post to Front Page

Send Email to NCR WebEOC Users Group

## Default Features:

- Ability to browse to a document for attaching
- Check box to enable/disable display on the list view
- Check box to generate email to the NCR WebEOC Users Group.

**Variations:** The NCR NIMS board is similar but references Send Email to NCR NIMS Officers.

**Variation:** The NCR Planners and NCR Training and Exercise Officers versions do not have this section.

# Supported Specialty WebEOC Boards

**Input (Edit) Discussions View** – This view enables general discussion sharing and responses. This board includes the option to post to the list view and also to email the group with the posted message.

**Discussion**

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**Name and Information:**

Last:

First:

Jurisdiction:

**Post:**

Subject:

Post:

Attachment 1:

Attachment 2:

Attachment 3:

Post to Front Page

Send Email to NCR WebEOC Users Group

## Default Features:

- Ability to browse to a document for attaching
- Check box to enable/disable display on the list view
- Check box to generate email to the NCR WebEOC Users Group.

**Variation:** The NCR NIMS Officer version calls this section General and is to post latest NIMS News, Questions, Requests and Discussions. In addition the input view references sending emails to the NCR NIMS Officer Group.

**Variation:** The NCR Planners and NCR Training and Exercise Officers versions do not vary from the WebEOC Admin version.

# Supported Specialty WebEOC Boards

**Input (Edit) NCR WebEOC Admins (Contacts) View** – This view records contact information. This board includes the option to post to the list view.

## Contacts

**Name and Information:**

Last:

First:

Middle:

Jurisdiction:

Title:

Department:

Address:

City:

State:

Zip Code:

Email 1:

Email 2:

Email 3:

Notes:

**Contact Numbers**

Business 1:

Business 2:

Home:

Pager:

Fax:

Other:

Service/Carrier:

Business Cell:

Personal Cell:

Satellite Phone:

Post to Front Page

### Default Features:

- Check box to enable/disable display on the list view

**Variations:** The NCR Planners version does not have this section.

# Supported Specialty WebEOC Boards

**Input (Edit) Files View** – This view provides the capability to upload files. This board includes the option to post to the list view.

The screenshot shows a form titled "Files" with the following elements:

- File Name:** A text input field.
- File Description:** A large text area with scrollbars.
- Upload File:** A text input field followed by a "Browse..." button.
- Post to Front Page:** A checked checkbox.
- Send Email to NCR WebEOC Users Group:** A checked checkbox.
- Buttons:** "Cancel" and "Save" buttons at the bottom.

## Default Features:

- Check box to enable/disable display on the list view
- Check box to general email to the NCR WebEOC Users Group.

## Variations: None

**Input (Edit) Drills View** - This view provides the capability to upload drill information. This board includes the option to post to the list view.

The screenshot shows a form titled "Drills" with the following elements:

- Submitting Jurisdiction:** A dropdown menu.
- Drill Title:** A text input field.
- Drill Description:** A large text area with scrollbars.
- Attachment:** A text input field followed by a "Browse..." button.
- Remove?:** An unchecked checkbox.
- Post to Front Page:** A checked checkbox.
- Send Email to NCR WebEOC Users Group:** An unchecked checkbox.
- Buttons:** "Cancel" and "Save" buttons at the bottom.

## Default Features:

- Check box to enable/disable display on the list view
- Drop down list to select the submitting jurisdiction.
- Ability to remove the drill from the list.
- Check box to generate email to the NCR WebEOC Users Group.

**Variations:** The NCR NIMS Officer, NCR Planners and NCR Training and Exercise Officers versions of this board do not have this section.

# Supported Specialty WebEOC Boards

**Input (Edit) Meeting Minutes View** - This view provides the capability to upload meeting minutes. This board includes the option to post to the list view.

Minutes

Meeting Minute Name

Meeting Minute Description

Upload Meeting Minute  Browse...

Post to Front Page

Send Email to NCR WebEOC Users Group

Cancel Save

## Default Features:

- Check box to enable/disable display on the list view
- Check box to generate email to the NCR WebEOC Users Group.
- Ability to browse to the minutes document for attachment.

**Variation:** The NCR NIMS Officer version has a section for Monthly Meetings. This has the date/time information along with meeting host information.

Report As

Start Date/Time

End Date/Time

Host Jurisdiction

Host Name

Host Phone Number

Host Email

Location

Meeting Scribe

Notes

Attachment  Browse...

Post to Front Page

Cancel Spell Check Save

## Default Features:

- Spell Check button to ensure correct spelling
- Check box to enable/disable display on the list view
- Drop down list to select the hosting jurisdiction.
- Date/Time pickers to ensure proper date/time format.
- Ability to browse to a file for attachment.

# Supported Specialty WebEOC Boards

**Input (Edit) Board Usage Guides (BUGs) View** - This view provides the capability to upload Board Usage Guides (BUGs).

Board Usage Guides (BUG)

Board Name

Note

Attachment  Browse...

Post to Front Page

Send Email to NCR WebEOC Users Group

Cancel Save

**Default Features:**

- Check box to enable/disable display on the list view
- Check box to generate email to the NCR WebEOC Users Group.
- Ability to browse to the document for attachment.

**Variation:** The NIMS, Planners and Training and Exercise versions do not have this tab.

**Input (Edit) Version Information View** - This view captures the jurisdictions software versions.

Version Information

Jurisdiction

WebEOC Version

Date WebEOC Patch Applied

MS SQL Version

Windows Server Version

Post to Front Page

Send Email to NCR WebEOC Users Group

Cancel Save

**Default Features:**

- Check box to enable/disable display on the list view
- Check box to generate email to the NCR WebEOC Users Group.
- Date/Time picker to provide a date in proper format.

**Variation:** The NIMS, Planners and Training and Exercise versions do not have this tab.