

# Deadwood Resilience Pod Operations Checklist Package

## 1. Startup Checklist (First-time setup or post-delivery)

- ☐ Ensure pad for propane tank is 12' x 6', hard-packed gravel/asphalt/concrete
- ☐ Propane tank (500 gal) filled and confirmed leak-free
- ☐ 240/120V service (100A) installed and grounded by licensed electrician
- ☐ External electrical hookups connected, tested, and inspected
- ☐ Internal lights, outlets, transfer switch tested under grid and generator power
- ☐ STARLINK satellite installed and internet tested (or landline backup established)
- ☐ Radios tested for range and pre-set channel verification (GMRS/VHF/UHF)
- ☐ Security camera network online and recording
- ☐ Extension cords inspected and placed in known locations
- ☐ MREs and water inventory logged, expiration dates noted
- ☐ Trauma kit inspected, contents cross-checked with packing list
- ☐ Generator(s) fueled (propane or gas), tested under load
- ☐ Portable solar tested, plugged into relevant backup devices
- ☐ Motion sensor lights and interior lights functioning
- ☐ Shelving installed and labeled for MREs, water, tools, trauma supplies

## 2. Quarterly Maintenance Checklist

- ☐ Test both generators (propane and gas mode); check oil level
- ☐ Check solar panel function, clean panels
- ☐ Inspect manual transfer switch and electrical cabinet for wear
- ☐ Dehumidifier and heater powered on, filters clean
- ☐ Extension cords checked for frays or damage
- ☐ Inventory food/water; rotate if near expiration
- ☐ Re-inventory trauma kit and restock if needed
- ☐ Check propane level and refill if <50%
- ☐ Fuel cans inspected for leaks, ensure fuel is fresh (or replaced)
- ☐ Lockbox keys present and verified
- ☐ Radios charged and operational
- ☐ STARLINK tested (and bandwidth measured)
- ☐ Security cameras reviewed (playback logs, cloud backup working)
- ☐ Satellite or landline internet speeds measured and logged

## 3. Routine Readiness Site Check (Suggested: Monthly quick check)

- ☐ Visual exterior inspection (rust, pest activity, door seals)
- ☐ Lights working (interior/exterior/motion)
- ☐ Security system operational
- ☐ Confirm no damage or water intrusion
- ☐ Bulletin board updated (if applicable)
- ☐ Logbook signed with date and name

## 4. Training & Volunteer Prep

- ☐ Annual training for all Tier 1 and Tier 2 members
- ☐ Seasonal refresher before wildfire and winter storm seasons
- ☐ Backup operators identified and trained
- ☐ Access protocol documented and distributed

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- ☐ Emergency communication tree updated

### 5. Emergency Activation Debrief Template

- ☐ What equipment was used (inventory log)
- ☐ What failed or was missing?
- ☐ What community members accessed the pod?
- ☐ Any injuries or safety issues?
- ☐ Timeline of pod activation/use
- ☐ Recommendations for changes or upgrades