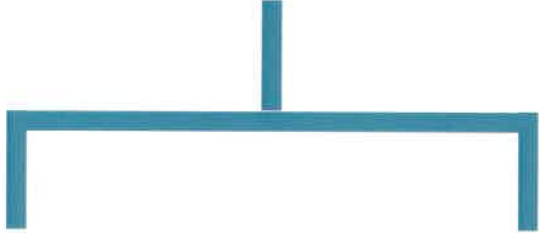


# PHONE TREE

Main Terminal  
2144 Meridian Street  
(906) 635-0252



Airport Manager  
Tom Brown  
(906) 748-1468

Fix-Base Operator  
David Waite  
(906) 322-4061



EDC Interim Director  
Nikki Radke  
(906) 632-5779 or  
(989)255-0871

***For air ambulance flights, you can also reach:***

First Call:  
Sault Fire Dept.  
(906) 632-2226  
Extension 3

If no answer, try:  
(906) 495-3312

MyMichigan Hospital  
Nursing Supervisor:  
(906) 748-0785

Emergency  
Department:  
(906) 635-4402

ICU:  
(906) 635-4406



# EMERGENCY PROCEDURES

## FOR

### SANDERSON FIELD AIRPORT

**Purpose:** This document outlines emergency procedures at Sanderson Field.

#### **Emergency Assistance Needed – Dial 911**

The following agencies should be notified in the event of an aircraft accident

Sault Ste. Marie Fire Department & EMS  
 Sault Ste. Marie Police Department  
 Michigan State Police  
 Chippewa Co. Central Dispatch

**\*All agencies can be dispatched by calling 911.**

#### **Airport Staff – Emergency Call List (after business hours)**

David Waite, Fixed Base Operator  
 Great Circle Aviation Services, Inc

Work: 906.635.0252  
 Cell: 906.322.4061  
 Email: [greatcirclekani@gmail.com](mailto:greatcirclekani@gmail.com)

Tom Brown, Airport Manager

Home: 906.635.1759  
 Work: 906.635.0252  
 Cell: 906.748.1468  
 Email: [tbrown@saultcity.com](mailto:tbrown@saultcity.com)

Nicole Radker Interim EDC Director

Work: 906.632.5779  
 Cell: 989.2550871  
 Email: [nradke@saultcity.com](mailto:nradke@saultcity.com)

#### **Criteria for Accident Notification to Federal Aviation Administration (FAA)**

*Airport Authority accepted 8.9.18  
 Updated 4.24.19 (L. Putnam)  
 Updated 7.2.19 GCAS  
 Updated 1.13.2025 AAB*

Accidents in excess of \$25,000 dollars should be reported to the FAA if there is any damage to an aircraft, OR personal injury, or death.

Examples: Personal injury or death: Notify National Transportation Safety Board (NTSB)

Gear up landing: Notify NTSB

Aircraft runs off runway, taxis back, no damage: **No call required**

Aircraft removal: As approved by NTSB/FAA

NTSB or FAA may not come out to every accident.

After-hours notification number: Lockheed Maintenance, Washington, DC (877) 487-6867  
Contact appropriate departments and FAA inspector on duty.

Photograph the accident scene and surrounding area. Airport property is under camera surveillance.

Accident report is to be completed by the Sault Ste. Marie Police Department. Reference: Michigan Laws Relating to Aviation, Page 162, Part 14R-259.341, Paragraph 2.

#### **Closing the Airport Runway**

1. Close the entire airport or necessary portions as needed. Establish who is authorized to issue a Notice to all Airmen (NOTAMs). Only authorized persons can close the airport/runway.

List of persons authorized to issue NOTAMs – see *attached list*.

2. Close runway if emergency vehicles will be crossing.
3. Announce airport/runway closure on Unicom and stand-by to advise arriving aircraft.
4. Deactivate runway edge lighting.

#### **NOTAMs (Notice to Airmen) Issue NOTAM's**

Lockheed Maintenance, Washington, DC (877) 487-6867

Make certain NOTAM has time of expected closure and reopening.

Cancel NOTAM after situation is resolved and runway is cleared.

### **Re-opening the Airport**

1. Agreement between airport management and emergency responders
2. Permission to clear disabled aircraft
3. Pavement surfaces inspected for debris (walk the area)
4. Emergency equipment and personnel clear
5. Reactivate runway edge lighting
6. Cancel NOTAMs

**Command Authority:** The highest ranking fire official will take charge of the accident scene, even if it is on the airport. If necessary, a Unified Command structure will be established to include involved agencies. Authority will revert back to the airport manager when the "emergency" nature of the incident or accident has been resolved (fire out; possibility of rekindling of fire is low; injured are removed; wreckage removal is non hazardous).

The airport manager should be responsible for directing wreckage removal and ensuring that proper FAA/NTSB approvals have been secured. Fire equipment that is on-site during wreckage removal should be considered due to risk of worker injury and potential fuel spill.

Primary Command Center location will be at the Airport Terminal: (906) 632-0252 Fax (906) 253-9457. A Secondary Command Center location will be the Smartzone Building, 2345 Meridian Street: (906) 635-9131 Fax (906) 632-7115.

### **Crowd Control**

Sault Ste. Marie Police Department will be responsible for crowd control. Restrict access to the scene until the emergency is resolved. Unauthorized persons may be arrested for trespassing. Secure accident site, preserving evidence, prevent additional damage for damage from looters. Consider overnight security if needed.

### **Removal of Disabled Aircraft**

If required, make certain NTSB/FAA has given permission to move disabled aircraft. If disabled aircraft is on the runway at night, turn off runway lights and beacon. If possible, consult with the aircraft owner or operator during aircraft removal operations.

### **Deviation from Plan**

If required, Command Staff within the Unified Command structure may deviate from this plan in order to mitigate additional emergencies at Sanderson Field or in the name of public safety.

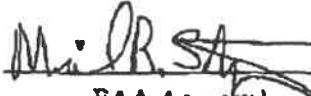
### MASTER CONTACT LISTING

**Aviation Contacts:**

Lockheed Martin - Washington hub facility	877/487-6867 - 1 <sup>st</sup> call
Toronto Center	905/676-4509-
FAA - Flight Standards District Office, Grand Rapids	616/954-6657
Flight Standards District Office, Detroit	734/487-7222
Great Lakes Regional Operations Center - 24 hour	847/294-8400-
TSA - Supervisor, CIU - office	906/495-1166
Supervisor, CIU - cell	906/869-1292
Emergency Coordination Center	231/929-5341
Aviation Security Inspector	231/631-3072
Aviation Security Inspector	231/215-2438
Federal Security Director	616/443-2652
Assistant Federal Security Director	231/631-9532
Transportation Security Manager	231/631-9536
National Transportation Safety Board (NTSB) - Chicago	630/377-8177
NTSB - 24 hour	202/314-6290

NOTE:  
Most small planes don't  
carry black boxes anymore  
& cannot be tracked

Original Date: April 30, 2009  
Revision Date: September 27, 2008

  
FAA Approval  
6-15-2009

# **Federal Air/Aviation FAA/NTSB Plane Crash Contacts**

- **FAA Regional Operations**

**847-294-7410**

(When called, please provide a direct call back number of Officer or Agency reporting the crash, they will contact/notify the on-call area Inspector/Investigator from the FAA to then directly call the reporting party)

- **Minneapolis Center Air Operations**

**651-463-5580**

Michigan Regional Medical Support Air Flight Transport Contacts

2024

Air/Flight Service Name	Air Base:	Emergency Dispatch Phone:	Admin/Service Email	Admin Phone:
PERO MED SPECTRUM HEALTH	Traverse City / Grand Rapids	616-391-5325 or 5336	<a href="mailto:tiffany.abbott@peromedhealth.com">tiffany.abbott@peromedhealth.com</a>	616-391-5318
GUARDIAN FLIGHT (OBA VALLEY MED FLIGHT)	Escanaba	800-828-0168	<a href="mailto:calib@christmcc.com">calib@christmcc.com</a>	385-434-7210
FLIGHTCARE (My Michigan)	Saginaw	800-367-3822	<a href="mailto:lucas.summers@mymichigan.org">lucas.summers@mymichigan.org</a>	989-752-9305
SURVIVAL FLIGHT	Howell UoHlM	800-872-2233	<a href="mailto:clibrow@umich.edu">clibrow@umich.edu</a>	734-936-6045
ASPIRUS WAUSAU HOSPITAL INC (ASPIRUS MEDEVAC)	Northern Wisconsin	800-888-8056	<a href="mailto:bob.kirkley@aspirus.org">bob.kirkley@aspirus.org</a>	715-847-2126
<b>REGIONAL MEDICAL CONTROL SUPPORT CONTACTS</b>				
Region 8 Medical Control Center MCC		866-276-4443		
Region 7 Medical Control Center MCC		989-732-5141		
Dr. Don Edwards - Regional Medical Director MCC Command		517-230-9503	<a href="mailto:d1meddir@sbcglobal.net">d1meddir@sbcglobal.net</a>	
Region 8 Coordinator - Ed Unger		906-450-3484	<a href="mailto:Ed.Unger@Region8.org">Ed.Unger@Region8.org</a>	
Region 8 Asst Coordinator - Gary Gustafson		906-231-9605	<a href="mailto:gary.gustafson@region8.org">gary.gustafson@region8.org</a>	
Region 7 Coordinator - Amanda Reed		989-370-5013	<a href="mailto:areed@wmrnc.org">areed@wmrnc.org</a>	
Region 7 Med Director - Kal Attie		231-838-2655	<a href="mailto:kalAttie@mac.com">kalAttie@mac.com</a>	

# Chippewa County Central Dispatch General Order



G.O. #:	606	Date Reviewed: 11-6-2024
Subject: Chippewa County International Airport Emergencies		

## DISCUSSION

The Chippewa County International Airport has several commercial flights arriving and departing daily. The Airport has an emergency plan which has been approved by the Federal Aviation Administration (FAA). The Airport Emergency Plan identifies a staging area, incident command structure and response protocol for Law Enforcement, Fire and EMS. Central Dispatch has the responsibility of dispatching the appropriate agencies for any emergency identified at the Airport.

## POLICY

### AIRPORT INCIDENT DISPATCH PROCEDURES

1. Summon additional dispatch assistance.
2. Determine whether the incident is a **MINOR** or **MAJOR** incident through notification by the Airport or from caller's information. (**MINOR** – response by Kinross Township agencies. **MAJOR** – response by additional resources.
3. **MINOR INCIDENT NOTIFICATIONS:**
  - A. Airport Manager / Aircraft Rescue and Fire Fighting (if not the caller) 322-3651(c) or 274-5579(h) or 495-5631(w)
  - B. Kinross Emergency Medical Services
  - C. Kinross Fire Department
  - D. Kinross District Police Department
  - E. Emergency Management Coordinator
4. **MAJOR INCIDENT NOTIFICATIONS:**
  - A. Airport Manager / Aircraft Rescue and Fire Fighting (if not the caller) 495-5631(w) or 274-5579(h) or 322-3651(c)
  - B. Kinross Emergency Medical Services
  - C. Kinross Fire Department
  - D. Kinross District Police Department
  - E. Emergency Management Coordinator
  - F. Additional Ambulances – Bay Mills & Sault Ste. Marie
  - G. Additional Fire Departments – Rudyard, Pickford, Dafter, Superior
  - H. Chippewa County Sheriff's Office, Michigan State Police, Sault Tribe Law Enforcement, US Border Patrol
  - I. Additional Resources as directed by INCIDENT COMMANDER

It is impossible to address all possible scenarios through written directives. Dispatch Staff are to take into consideration directives, training, and experience when formulating their decisions and actions.