

Tooele County Emergency Alert System (Alertsense/Konexus) Usage Policy

Effective Date: September 25th, 2025

Approved By: Tooele County Emergency Services

Last Updated: September 25th, 2025

1. Purpose

This policy establishes guidelines for the appropriate use of the Alertsense/Konexus emergency warning system by cities within Tooele County. The system is designed to provide timely and accurate emergency notifications to residents to protect life, property, and public safety.

2. Authorized Users

Only designated officials within Tooele County and its municipalities may access and utilize the Alertsense/Konexus system. Authorized users include:

- Tooele County Emergency Management officials
- City Mayors and City Managers (or their designees)
- Police and Fire Chiefs (or their designees)
- Public Safety Communication Center personnel

Each city must designate at least two (2) primary users and one (1) backup user. All authorized users must complete training on the proper use of the system before gaining access.

Tooele County, and any authorized user, reserves the right to revoke access from any authorized user with no notice required in its sole discretion. Authorized users waive any interest they have in the use of the system.

3. Types of Emergencies for Notification

The Alertsense/Konexus system shall only be used for emergency and public safety notifications, including but not limited to:

- **Imminent Threats to Life and Safety:** Severe weather, wildfires, floods, hazardous material spills, or other natural/man-made disasters.
- **Public Safety Alerts:** Evacuations, active shooter situations, missing persons (AMBER Alerts), major road closures due to accidents or hazardous conditions.
- **Public Health Emergencies:** Boil water advisories, disease outbreaks, or other significant health-related issues.
- **Test Alerts & Drills:** Periodic system tests and public awareness campaigns, with prior notice provided to the public.

4. Restrictions on Use

The system **shall not** be used for:

- Non-emergency messages (e.g., community events, routine government updates).
- Political messages or personal opinions.
- Commercial or promotional content.
- Any message that may cause undue panic or misinformation.

5. Activation and Approval Process

- **Routine Emergencies:** Authorized users may activate alerts based on pre-approved emergency categories without prior approval.
- **Significant Emergencies:** Alerts regarding county-wide or multi-jurisdictional incidents must be coordinated through Tooele County Emergency Management.
- **Testing & Drills:** A minimum of 48-hour notice shall be provided to the public before any test or drill notifications.

All alerts must be reviewed for accuracy and clarity before dissemination. When time permits, a second authorized user should verify the message before activation.

6. Message Format and Content

All messages must be:

- **Clear and Concise:** Provide essential information in plain language.
- **Actionable:** Include specific instructions on what the public should do.
- **Timely:** Sent as soon as possible when an emergency occurs.
- **Credible:** Based on verified information from reliable sources.

Example Format:

[Type of Alert] [Brief Description] [Location] [Instructions] [Source]

Example Message:

SEVERE WEATHER ALERT

A tornado warning has been issued for Tooele City. Seek shelter immediately in a basement or interior room. Monitor local media for updates. - Tooele County Emergency Management

7. System Testing and Maintenance

- The system shall be tested at least **quarterly** to ensure functionality.
- Users must participate in annual refresher training.

- Any system issues must be reported to Tooele County Emergency Management immediately.

8. Public Education and Outreach

- Tooele County and participating cities shall inform residents about the Alertsense/Konexus system and encourage sign-ups where applicable.
- Public awareness campaigns will be conducted at least annually to ensure residents know how to receive alerts.

9. Compliance and Accountability

- Misuse of the system may result in the revocation of user privileges.
- All messages and activations will be logged and subject to audit.
- Violations of this policy may lead to disciplinary action, including termination of system access and potential legal consequences.

10. Amendments and Revisions

This policy shall be reviewed annually and updated as needed to ensure effectiveness. Changes must be approved by Tooele County Emergency Management in coordination with municipal leadership.

Emergency Manager Town/City

Tooele County Emergency Services Director