

YCECT Member Database

Quick User Guide

The YCECT Member Database is an internal tool for the York County Emergency Communications Team. Use it to find team and Town Site information, record radio coverage observations, and review coverage results.

Sign in

1. Go to k1yem.com/db
2. Enter the email address and password provided by an administrator.
3. Select Sign in.

Shared computer reminder: Select Logout when you finish.

Access roles

The application has two account roles.

User	Admin
• View Members, Town Sites, coverage results, and maps. • Download available CSV files. • Update their own Member profile. An administrator must change the account email, password, or role. • Record observations for themselves or a Temporary GPS Position. • Edit or delete observations they entered.	• Everything a User can do. • Add, update, and delete Member records. • Set roles and change account email addresses or passwords. • Add and update Town Sites, including optional contact and location information. • Record observations on behalf of Members, Town Sites, EMA, or repeaters.

Current admin workflow: The separate Admin and Settings pages are still under development. Administrative work is done from Members, Town Sites, and Coverage.

Main areas

- **Members:** Find a member and view contact, radio, and location information.
- **Town Sites:** Find facilities such as fire stations and municipal buildings. Admins can add or update Town Sites.
- **Coverage:** Record an observation and review coverage by EMA, person, Town Site, or repeater.
- **Reports:** Reserved for future reports. Use CSV download buttons for current exports.

Record a coverage observation

Open Coverage, then select Log Observation.

1. Choose the **Category** used for the test.
2. Choose **From** - the station or location transmitting the signal.
3. Choose **To** - the station or location receiving, or attempting to receive, the signal.
4. Choose the **Result** using the table below.
5. Confirm the **date and time**.
6. Add **short notes** when they will help explain the result.
7. Select **Save Observation**.

Result	Meaning
Good	Clearly received and usable.
Weak	Received, but weak or difficult to copy.
No Contact	The attempted signal was not received.
Unknown / Not Tested	No usable result is available.

Direction and relays

The **direction matters**. If Sanford Firehouse transmits and YCEMA receives it, enter:

From: Sanford - Firehouse to To: EMA

For a relay, record each actual link separately:

- Member to Town Site
- Town Site to EMA

Temporary operating positions

Use **Temporary GPS Position** for a one-time field location that should not become a permanent Member or Town Site record. Enter latitude and longitude, look them up from an address, or enter a six-character grid square.

Review coverage

View	What it shows
My Observations	Your own entries. Use Edit to correct one or Delete to remove one.
By EMA	Connections involving the EMA endpoint.
By Person	Connections involving a selected member.
By Town Site	Connections involving a selected facility.
By Repeater	Connections involving a selected repeater.

Filters and exports: Where available, use Members only, Town Sites only, or Members and Town Sites. Select Open Map for a map or Download CSV for a spreadsheet-ready file.

Important reminders

- A Member is a person. A Town Site is a persistent facility.
- Town Site contact information is optional and is not a login account.
- Latitude and longitude are the stored location. Grid squares are calculated from them.
- Enter only information needed for YCECT operations.
- If a record is wrong and you cannot edit it, contact an administrator.