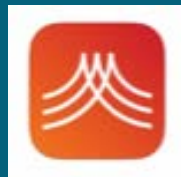


# LINCOLN COUNTY USER GUIDE

## Lincoln Alerts: Community Information Text Messages (Powered By “Everbridge”)

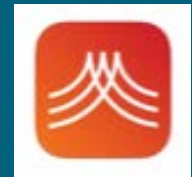
Revised: 05/21/19jld



**Public Health**  
Prevent. Promote. Protect.

*Lincoln County*

# OVERVIEW/ INSTRUCTIONS



# OVERVIEW - INTRODUCTION

- Anyone can sign up to receive community information via text from City, Tribal, and County Officials – no address or contact information is needed
- There are two groups of **KEYWORDS** you can subscribe to:
  - City, Tribal Community Information or
  - County Services and General Information
- You can subscribe to one or all of the Lincoln County **KEYWORDS**
- You can also subscribe to other **KEYWORDS** in surrounding areas or across the nation with any community who utilizes Everbridge or NIXLE features

# OVERVIEW - INTRODUCTION

- You can opt-out to stop receiving notices at any time
- Examples of messages you might receive include:
  - Road/street closures, detours
  - Water outages
  - Public/community event notices
  - Notices that that city, tribal or county entity feels is valued information to share with subscribers
- Subscribed **KEYWORD** users may receive emergency alert notices that are intended for a large general area but will not be for specific hazards/threats for specific addresses or neighborhoods

# OVERVIEW - INTRODUCTION

- The two types of **KEYWORDS** you can subscribe to are listed below. Under the **KEYWORD** columns are the words you will text to '888777'.

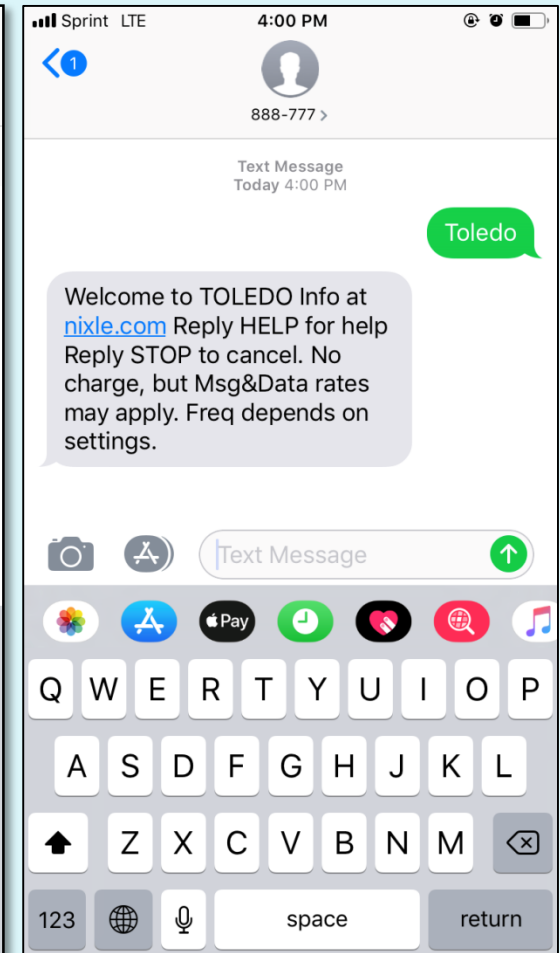
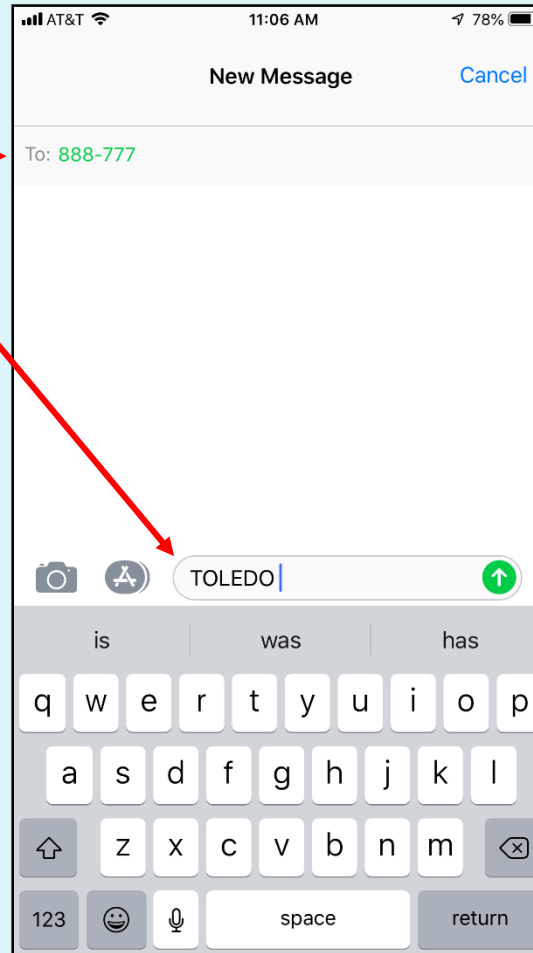
County Services and Information	
KEYWORD	Description
LINC4ALERTS	Specific messages for that may affect several or all areas of Lincoln County
LINC4COUNTY	Specific messages for County operations or scheduled county events
LINC4ESPAÑOL	Specific messages for Spanish speaking community members
LINC4RIVERS	Specific messages regarding County Rivers: Alesia, Siletz, Yachats, Yaquina
LINC4ROADS	Specific messages regarding County Road closures, detours
LINC4TRANSIT	Specific messages regarding County Transit services

City and Tribal Partner Community Information	
KEYWORD	Community Partner
DEPOEBAY	Depoe Bay
LINCOLNCITY	Lincoln City
NEWPORT	Newport
SILETZCITY	Siletz City
SILETZTRIBE	CT of Siletz Indians
TOLEDO	Toledo
WALDPORTR	Waldport
YACHATS	Yachats

# HOW TO RECEIVE COMMUNITY INFORMATION TEXTS

- Open new text message
- Enter '888777'
- Enter the KEYWORD
- Send message

You will receive a welcome message with instructions about how to get help or stop notifications.

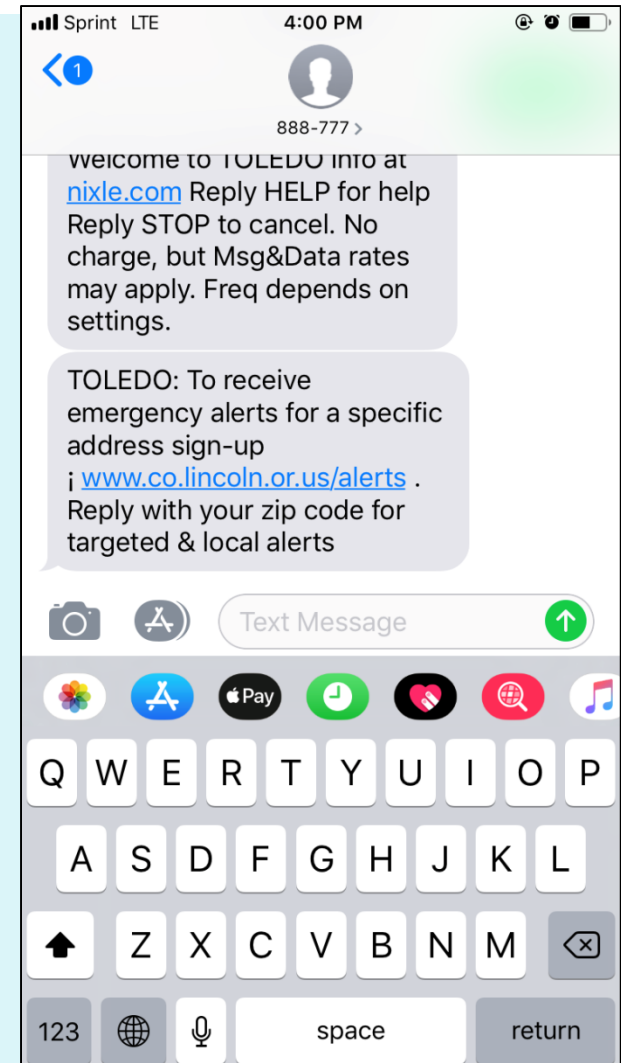


# HOW TO RECEIVE COMMUNITY INFORMATION TEXTS

You will receive a second message with a link to encourage you to sign up for Lincoln Alerts if you have not already done so.

You can also sign up for messages about a general area, i.e., an entire zip code by texting back your zip code.

- If you enter a zip code outside of Lincoln County you may receive community notices from that particular area if they participate in the Everbridge program



# HOW TO RECEIVE COMMUNITY INFORMATION TEXTS

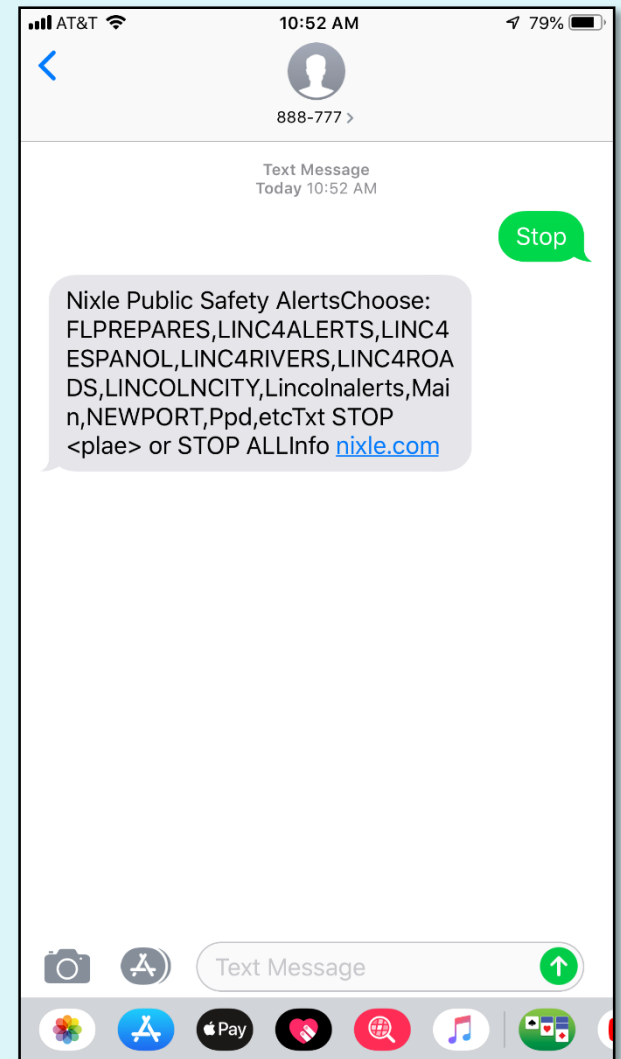
When you no longer want to receive text message alerts, you can send a message to:

'888777' enter

'STOP' then press send message

A confirmation message will be sent to ask you to select which KEYWORD or group you want to remove.

Enter that KEYWORD and press send message.





# PRIOR NIXLE CUSTOMERS

- Nixle was the original vendor who provided community texting and was subsequently purchased by Everbridge – the platform we use for Lincoln Alerts features.
- If you were a prior Nixle customer you can still log in and update your Nixle profile information by going to this location:
  - <https://local.nixle.com/accounts/login/>

# QUESTIONS OR ASSISTANCE

- County Emergency Manager(s)
  - Jenny Demaris, [vdemaris@co.lincoln.or.us](mailto:vdemaris@co.lincoln.or.us), 541-265-4199
  - Samantha Buckley, [sbuckley@co.lincoln.or.us](mailto:sbuckley@co.lincoln.or.us), 541-265-0657



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