

Appalachian Search & Rescue Conference, Inc.  
P.O. Box 440  
Newcomb Station  
Charlottesville, Virginia 22904

Minutes of the BOD Meeting 4 February, 1989

This meeting of the Board of Directors of the Appalachian Search & Rescue Conference, Inc., was called to order in the Shenandoah National Park Headquarters, Luray, Va., on 4 February, 1989 by Vice-Chairman Robert Koester at 10:50 a.m.

Those present were as follows:

Directors: Robert Koester, BRMRG  
Gary Mechtel, SMRG  
Todd L'Herrou, RSAR  
Le Ligon, SWVMRG - by proxy of Sarah Owen  
Juvena Tincher, ESAR

Others: Peter McCabe, ESAR  
Sean Evangelista, ESAR  
Deming Herbert, BRMRG

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\*\*\*GROUP REPORTS\*\*\*

AMRG: There was no representative from AMRG at this meeting. Word has it that they have a new chairman, but nothing is known by the BOD at this time.

BRMRG: BRMRG recently approved the purchase of a stokes shield, some textbooks, some commo equipment, and 100 cylume sticks, among other items. To the last GSAR College, BRMRG sent 3 Level I, 2 Level II, and 4 instructors. BRMRG's budget will be submitted to the SAF process on Monday. Last weekend, a very successful semi-tech session was held and the FTL practical (formerly Basic practical) will be held on the weekend of 18-19 Feb. BRMRG has written a letter of evaluation for RSAR's status as a certified group, which will be brought up under Old Business. Elections for new officers will be held in March.

RSAR: RSAR will be conducting vertical training this month. Next month will be semi-tech training with the use of electronic patient-monitoring devices. RSAR is currently active in fundraising efforts.

SMRG: SMRG has conducted and completed its review of ESAR Post 616 and found it qualified to be a probationary certified group. The letter will be brought up under Old Business. Outdoor training is being coordinated between ESAR Posts 616 and 617 and SMRG. Indoor training involves new SMRG members and Post 617 at REI. The Dogwood Half-Hundred will be held 22 April and SMRG needs help in running this! The trek is planned for the Big Blue Trail this year, not the AT, and there is very limited access.

ESAR 616: 23 members of ESAR have just completed an Advanced 1st Aid course. In February, the trip will be to New Hampshire, not to Maine, as originally anticipated. ESAR will soon be placing a helmet order. (Information included with the minutes.) There is a possibility of acquiring a Mercedes bus, which is being looked into. Elections will be held in February.

SWVMRG: SWVMRG recently held a simulation. Elections will be held in March. There is a new telephone number in the SWVMRG locker, and the telephone should be forwarded at all times. The number is: 703-951-2914. Please make a note of it.

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#### TREASURER'S REPORT:

Our current balance is \$996.82. All groups owe 1989 dues, which are \$45 except for ESAR 617, which is \$75. This brings total expected income of \$345. BRMRG is owed \$294.55. It was decided at this meeting not to renew our bulk mailing permit, since it was used for the now-defunct newsletter.

A discussion was raised about joining ASTM. It costs \$50 to join as an individual and \$350 to join as a conference. It was the recommendation of the BOD that we apply as an individual and ask Cady to be our representative. We get only one vote in either case.

There is no word on the status of the textbook.

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#### \*\*\*COMMITTEES\*\*\*

Commo: Neither Gene Harrison nor Bob Elron were at this meeting, so there is not a full report. Le Ligon reported that there is now a draft outline for the commo SOP, which is a designated appendix of the ASRC SOP.

Medical: Contact Keith Conover, M.D. for details of W-EMT in Pennsylvania. W-EMT in Virginia will be held 7-9 April and 21-23 April. DES will soon be sending out details.

Training: The meeting on 21 January in Flint Hill to discuss the training standards went well, and there will be 3 motions from that meeting before the BOD during New Business.

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#### \*\*\*EXTERNAL ENTITIES\*\*\*

MRA: Chuck Ritenour (ESAR) has accepted the role of MRA liaison. Recently, Cady sent a letter to all groups concerning the MRA. In that letter, it was indicated that the MRA needs a current roster from every group. It needs to be decided which levels of membership will be extended MRA membership. It also needs to be decided whether the individual groups will pay dues or if they will be paid by the conference.

Todd L'Herrou motioned to accept the definitio of "member" as stated in the bylaws and to accept the dues from the groups, payable to the ASRC by 17 February. Mechtel seconded the motion, then amended it to say that the ASRC will subsidize the dues at \$2 per member. The total amount to be sent to the MRA works out to roughly \$1100. Mechtel further amended the motion to ask Cady to contact the MRA re: cost versus benefits of joining MRA, an accounting of both the income and outflow of MRA's finances, the possibility of joining under a special group rate, and obtaining rosters of some of the other MRA groups. The final part of the amendment was to ask the groups to consider whether or not we want to remain in the MRA after this year.

When the vote was taken: All in favor.

\*\*\*STATE REPORTS\*\*\*

Maryland: The ASRC participated in a search for a four-yr-old in Waldorf in January. Status I.

It seems that some members of the Md State Police have accepted us as a legitimate organization. On 2/24, SMRG and ESAR will conduct an activity with them, including Air Ops and helicopter organization.

PA SAR CO: An unconfirmed rumor has it that Kevin Parkes may try to resign his secretarial position.

VA SAR CO: At the 1/28 meeting, clue management was discussed, including the possibility of creating a separate clue form for each clue. The next meeting will be held on 4/29. Work is continuing on corporation status.

\*\*\*OLD BUSINESS\*\*\*

Upon looking over the minutes, it was suggested that a calendar of events be included at the end, as well as a list of action items. L'Herrou motioned to accept the minutes as read; all in favor with one (1) abstention.

BRMRG presented a letter approving RSAR as a certified group. Mechtel motioned to accept the letter as evidence that RSAR has met requirements for certified status. All in favor.

SMRG presented a letter approving ESAR 616 as an affiliate group and then as a probationary certified group with the provision that members obtain a physical exam within 6 months. L'Herrou motioned to accept ESAR as a full affiliate group; all in favor. Mechtel motioned to accept the letter as evidence that ESAR has met the requirements for probationary certified status pending physicals; all in favor.

ADJOURNED FOR LUNCH 1225  
RECONVENED 1345

\*\*\*NEW BUSINESS\*\*\*

Lorick Fox has been investigating use of channel 150.775. Enclosed is a communications report to that effect. Mechtel made two two-part motions:

1. a) to recommend to Soukup that it be asked of Fox to contact the FCC in an attempt to clarify which of the 3 options is most likely;  
b) to ask Ligon to inform the Commo Committee of these proceedings.  
ALL IN FAVOR WITH TWO (2) ABSTENTIONS.
  
2. a) to ask Commo Committee to investigate the feasibility of obtaining a communications agreement to use other frequencies in the 2-meter FM band for SAR;  
b) to ask DES to install our frequencies (towers, repeater, mobile home).  
ALL IN FAVOR.

Our SNP license needs to be renewed by August, which means that someone must get to work now. Ligon motioned to ask Gene to submit paperwork immediately to re-coordinate SNP license. After some discussion, this motion was withdrawn and amended to require Soukup to select someone (Gene recommended) by 2/10 to complete and submit paperwork to Soukup and IRAC by 2/28, and coordinate with Greg Stiles. All in favor.

A statement will be made to the Commo Committee that if the chairman of that committee is not present at the ASRC BOD meeting, then a member of the committee will be drafted to represent the committee and report back to that committee.

#### TRAINING STANDARDS:

p.4 F.8.b. add survey and containment

p.6 M.6 delete

M.4 add "commonly-encountered" before "handheld"

L'Herrou motioned to accept FTM standards as amended; all heartily in favor

L'Herrou motioned to accept CQ standards as read; again, all heartily in favor

p.8 G.8.a. change "saturation" to "grid"

G.8.e. add non-tech and semi-tech evacs, and DFing

p.9 H.7. change "Fig-8 descenders" to "mechanical devices"

Mechtel motioned to accept the FTL standards as a working document with the understanding that it is still under revision; all in favor with great rejoicing.

The question of signature authority arose. L'Herrou motioned to allow the ASRC Treasurer or designee carte blanche signature authority and also ICs, when on a mission. All in favor with one (1) abstention.

Mechtel then motioned to allow the secretary signature authority. There were three (3) abstentions.

Mechtel then motioned to allow Parkes to represent us at PA SAR CO; there was one (1) abstention.

Mechtel then motioned to allow group chairmen to represent both the group and the ASRC; there were two (2) abstentions.

Mechtel brought up the need for an Ops committee and accepted the position of Ops committee chairman, member, and officer.

L'Herrou then motioned to ask Mechtel to draft changes to the Ops Manual to fit problems encountered and to draw up a committee charter. All in favor with Mechtel abstaining.

Mechtel suggested that the ASRC accept the Virginia standard for numbering and labelling maps; he then made it a motion; all in favor. Mechtel accepted as an action item to ask SMRG and ESAR and AMRG to research methods of labelling and filing their maps, and for SMRG to investigate WV.

Koester brought up George Swett as ASRC IC and rread an evaluation letter. Mechtel motioned to accept Swett pending SMRG approval; all in favor.

Next meeting of the ASRC BOD: 8 April, Luray. Mechtel moves to send minutes to BOD delegates and group permanent addresses; all in favor.

\*\* All committees need to submit charters.

\*\* Groups should send current rosters to the ASRC address.

\*\* ESAR needs to submit written callout procedures.

\*\* Commo committee - get written report of agreements with other agencies

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GOALS:

- development of training standards and textbook
  - testing system for standards
  - commo SOP, inc. other organizations
  - continue development of FWFA, inc. creating instructors. Obtain legal opinion.
  - Ops Manual appendices: A0 procedures, search learning points, leadership skills developments.
  - 2 to 3 ICs during the year
  - tax-exempt status
  - \$1500 fundraising
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Peter McCabe motioned to ask Cady to see to informing other agencies using our frequencies to cease and desist by 31 April unless or until a written agreement is formalized with the ASRC by 1 April. Any letter sent to these organizations should express clearly that this intent is for the ASRC to determine applicability of use of the license and is necessary for us to manage our FCC license. The letter should ask for the number and types of radios being used, frequency and type of use, a review of activities (inc. dates) in the last two years, a maintenance schedule, a statement of need, and the address and phone number of a contact. The agency should include any written agreement in existence. We should also request certified return receipt. All were in favor of this motion.

Meeting adjourned 1640.

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CALENDAR:

February 24 - SMRG and ESAR activity with Md State Police

28 - Proposed deadline for submission of application for SNP license.

April 1 - Cady's wedding??

7-9 W-EMT in Va Part I

8 - ASRC BOD Mtg.

16 - BRMRG-hosted Van Riper's Lake concert, doing security

21-23 W-EMT in Va Part II

22 - Dogwood Half-Hundred, hosted by SMRG

29 - VA SAR CO Mtg.

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ACTION ITEMS:

For Cady:

- \*\* BOD recommendation that she represent us at ASTM
- \*\* Contact MRA re various specified items, listed above
- \*\* Recommend to ask Fox to write letter to FCC
- \*\* Select someone to submit paperwork for SNP license
- \*\* Draft letter to agencies using our frequencies; contents specified above

For Gary:

- \*\* Draft changes to Ops Manual
- \*\* Draw up charter for Ops committee
- \*\* Accept MRA dues from groups at \$3 per person.

Other:

- \*\*Commo Committee: Investigate feasibility of obtaining communications agreement to use other freq. in the 2-m FM band for SAR
- \*\*SMRG, ESAR and AMRG to investigate map filing systems
- \*\*ESAR: submit callout procedures

The End.

Respectfully submitted,  
Deming Herbert  
ASRC Secretary

**Communications Report:** BRMRG's mobile repeater and the ASRC license.  
**Researched by:** Lorick Fox, at the request of Cady Soukup  
**Date:** February 4, 1989

**Information Source:** Cindy Geiger, an FCC staff engineer. FCC code Part 90, subparagraph 51.

**The ASRC license stipulates the following usage relating to 155.775:**

- The repeater unit itself must be mounted in an emergency services vehicle.
- Output can not exceed 2.5 Watts.
- Input can not exceed 2.5 Watts, must be from a handheld.
- Communication is licensed from the handheld to the vehicularly mounted repeater to a base station only.
- The base station may not transmit to the repeater.

The ASRC license is not written to allow repeater output on the primary channels A,B,C,D,E. Our license only provides for mobile radio output to a maximum of 100.00 Watts. Therefore, although we are licensed for a repeater input frequency, we are not licensed for repeater output frequencies. The recommendation of the FCC engineer with whom Lorick spoke was that the ASRC should write a letter to the FCC informing them of this condition and perhaps citing it as an FCC error in issuing the license. The engineer then described 3 possible responses to be expected:

1. The FCC will rule that our license is fine the way it is. Use it as you had intended.
2. The FCC will rule that we filed our application wrong and suggest that we reapply as we would like to have it, probably suffering coordination fees.
3. The FCC will rule that our license was, in fact, lacking the appropriate classifications on our primary frequencies. Consequently, the FCC will make the corrections and send us an updated version of the license.

Lorick indicated that Cindy thought #1 had some possibility, but that #2 or #3 were more likely.

The following information is offered for clarification of issues in bold type.

**Control Point:** The control point does not have a name associated with it. The only information required for a control point is an address and phone number. Cindy said that the control point is "a way to tell yall to stop transmitting if there is a problem". If the FCC receives one letter from a nice guy requesting a change of control point, then it will be changed. However, if multiple requests are received, then the FCC is more than likely to investigate the license holder and cancel the license because of the inability to uphold responsibility for it. Lorick's recommendation was to make the control point the locker address and phone.

**Medical Channels:** The ASRC license stipulates that use of the 155.340 and 155.400 frequencies will only be for coordination with a primary care facility licensed also on these frequencies. No routine SAR operations traffic may be conducted on these frequencies. If during the course of an incident. Traffic directly concerning the saving of life or limb is not considered routine SAR operational traffic and thus is permitted.

**Use of Frequencies in Aircraft:** Under non-emergency situations (eg. no immediate life or limb in danger), we can not put one of our handhelds up with a helicopter or other aircraft and still use the channels under the ASRC license.

**FCC license on SNP frequencies:** The ASRC license expires in August 1989, this year ! Lorick recommends that we check with Greg Stiles to see if we need to add new frequencies to our application. To renew the license we need to get it re-coordinated at no cost by an agency called IRAC, which is a federal frequency coordinating group. However, IRAC takes about 6 months to process a renewal, so the request must be submitted as soon as possible.

This information was typed from William Dixon's notes of a phone conversation with Lorick Fox.