

Stephanie Bean has graciously put together the April 18th ASRC meeting minutes. They appear below and are also available on the ASRC web page.

ASRC Board Meeting Minutes 18 April 1999

Attendees

Suzen Collins	PSAR	suzncollns@aol.com
Ken Chiacchia	AMRG	chiacchit@pitt.edu
Russ Graham	PVRG	iadfm6@access.digex.net
Laurie Shook	PVRG	laurie_shook@ssl.umd.edu
Peter McCabe	M/SAR	pmccabe@msn.com
Pepper Broad	AMRG/MARG	pepper@sbccom.com
Todd L'Herrou	SMRG	lherrou@pressroom.com
Frank Jargowsky	BRMRG	f_jargowsky@yahoo.com (proxy for Robert Koester)
Camille Birmingham	BRMRG	thebirminghams@compuserve.com
Elsa Olivetti	BRMRG	eao5a@virginia.edu
Donna Shipton	SMRG	dshipton@aol.com
Dan Patterson	MARG	
Katie Lyons	AMRG	katie@envirolink.org
Rob Miller	SMRG	miller_rob@prc.com
Vern Miller	AMRG	vmiller@nb.net
Carl Werntz	MARG	cwerntz@pol.net
Chip Swicker	SMRG	charles.swicker@bmdo.osd.mil
Heather Houlahan	AMRG	houlahant@pitt.edu
Barbara Butler	AMRG	babutler@mindspring.com
Alan Janney	MARG	ajanney@wvu.edu
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Stephanie Bean	PVRG	wsprite@access.digex.net
Daphne Fuentesvilla	PVRG	daf@glue.umd.edu
Gene Harrison	SMRG/AMRG	bats@erols.com
Georgia Paulding	MSAR	unawares@aol.com
Pamela Paulding	MSAR	pypaulding@aol.com
Megan Hill	MSAR	megansroses@spectrum-internet.com
Kevin Cropper	MSAR	kevin.cropper@jhuapl.edu
Kim Collins	MARG	
Teri Queen	MARG	teriqueen@hotmail.com

1030 Meeting called to order by Todd

-previous minutes sent via email

-in need of new secretary

Russell moves to approve previous minutes

Minutes accepted

1035 Action items from previous meeting

Paying of group dues - no treasurer to report on who has or has not

-there is a need for some sort of invoice or reminder

-Todd will talk to Mark to be sure he wants to continue as treasurer and, if so, if he will do invoices

Logging of cell phone use

-AT&T problem is fixed

-need to make sure that we can document good use of phones - this should be submitted to Randy Frank

SAR Simulation with CAP

-need to continue this event and to bring in smaller SAR groups as well

-[Suzen] dates for next year are 7,8,9 April 2000, locations to be determined

Brochure and packet for ASRC

-[Peter] we have a mock-up that was passed around last meeting (not

currently here). Some corrections were made
-[Todd] Should we budget funds today so it can be moved along?
-[Peter] Do we want just a brochure?
-[Todd] Individual groups need their own, then one for ASRC
-[Suzen] working on that

1043 Kudos to MARG for getting everyone together

1043 Chair report [Todd]

Office of the Sheriff of Pittsylvania County letter re: search for Ms. Bradner

-BRMRG has a copy

Check in the memory of Coryn Sheldon that was lost in the shuffle
Letter of thanks from Richard Whitmere for the Page County search,
including a check for \$300 and copies of letters to the editors
Working with Smith, Klein, Beecham for vaccine for Lyme Disease

-not yet able to get it free

-there was an offer for them to come to us, but it would have been \$70
plus there is a one month follow-up and a 12 month follow-up

-looking for other companies, fairly sure we can get a free offer at some
point

Apology for not being able to put in as much effort as needed for the
chair position

1052 Vice Chair report [Peter]

PIO standards and training material not yet complete

-draft needs to be circulated and commented on

Medical Officer

-appointed Mike Kirk, has not gotten back to him

Safety Officer

-Joe Sedleck (SMRG) and Russell Graham (PVRG)

-Russ has copies of the draft to hand out

-groups must appoint safety officers

Ops Manual

-Peter has copies of ops and admin manuals

-gives appreciation to Lauren Shift

Training Officer

-resignation of Hart Rossman

-thanks given for his efforts

1057 Treasurer report (absent)

Fairly healthy treasury

SMRG paid dues \$315 and \$5

1059 Ops Officer [Peter]

Training Officer - resigned

Medical Officer - not active

Safety Officer - not present

Dispatch Officer - [Camille]

-keeping track of alert times - all but one have been less than 5 minutes

-small glitches being handled very well

-paging system:

currently none are available

criteria for finding our own - the Advisor pager, cannot be flex,
in the 150.000 range, 158.7000-512 Baud

-there is an outstanding phone call

-it will be posted if any become available

[Pepper] requests this information before he goes to large
fleamarket

-the Advisor pager is no longer being made - we must be looking at
what we want to do for the future

new Metrocall pagers

back to numeric system

another service
-please hold on to broken pagers
-almost no one has maintenance agreements - might be why it
[Gene] offers to help by talking to them
[Todd] in the process of investigating to find out if there is
some better means
[Peter] if we can get it figured out before Pepper goes to Dayton,
maybe we can give him a check
[Todd] not in favor of ASRC buying group pagers
[Camille] other factor is that no new groups can be added to this
frequency
Request for follow-up information [Heather]
[Camille] confidentiality issues
[Frank] dispatch doesn't [Todd] this is an ASRC-wide issue, not
really for officer reports

1112 Communications Officer [Pepper]

Radio Station licenses
-every group needs to have one of these
-BRMRG is owed money by the ASRC for this
-VMI wants to use our license
-FCC is starting to enforce them
Make sure all equipment goes through Commo committee
Y2K
-Bendix Kings are fine as well as simpler radios
-Need to have pager services give us Y2K statements in writing
HF communications
-equipment is prohibitively expensive
-if needed, we can work out MOUs with groups who have the equipment.
Pepper will get us information regarding who does.
[Gene] nice to have, working with CAP to get MOUs. Good for rapidly
deployable long distance communication, also need people who can do this
[Suzen] ASRC needs a written report with a backup and a backup plan to
keep MOU with VADES
[Todd] we never received a written request
[Frank] request through VA SAR council
[Suzen] any group with MOU must have some proof that they have some
thought-out plan due Oct 1, we need to know how dispatch will be
contacted
[Keith] VHF good for setting up a permanent link between mission base and
dispatch
[Gene] agreeing with Pepper on using local Ham community, suggesting Dave
Carter works out these plans since he is involved with CAP and they do
this already
-clarification on what is needed for Winnie
[Todd] can Pepper do a draft report
[Pepper] yes

1130 Group reports (limit five minutes each)

AMRG [Ken]
nothing exciting, just a body search
new leadership - Ben Miller
starting outreach
membership growing, not a good turnout for FTM training/testing
MRA- ice and snow travel certification done
MSO definitely happening last two weekends in May in Pittsburgh, cost \$55
BRMRG [Frank]
not much going on
15 FTMs for the year, testing for FTL, 7 members in current MSO class
budget from school is \$13,000
Justin Reink is new chair
MSAR [Peter, Anne McKalding]
membership stable, increased adults, decreased youth, # of FTLs up, FTMs

maybe lower

experimenting with training

PSAR [Suzen]

Training - first in-house FTM class had a good turnout of 19 members and a joint training with K-9 alert had 30+ people

Publicity - doing public awareness with the Sierra Club

Preventative - working on a preventative program for Alzheimer
Planning - working on Y2K plans, looking into MRA, VAURS - work on wilderness medical sides

40 people, looks like goal of 50 will be met, no roster

PVRG [Russ]

membership fairly stable, Wiltberger leaving soon gives fewer IS

[Peter] notes that PSO will be offered in the fall for the third time in the state

SMRG

finished FTM and FTL class

acquired laptop that is being set up to take to searches with a portable printer

\$14,000 in bank, doing marathon support and Dogwood

[Gene] wants to know what software weSMRG has set up operational use email for the field - smrg.asrc@juno.com - requesting that other groups set up the same format tactical address

[Keith] suggests redirecting to @asrc.org

TSAR - absent

MARG

having a tough time keeping a solid group, not many have attended recent FTM and FTL testing

no recent searches, only standbys and fire dept. called out on a few snow and ice storms

shirts for sale

1151 Old Business

Dog testing - how to get a functional training system

Investigation committee - contacted Winnie re: the issues raised, looking for complaints to provide report, Winnie provided concerns and names for interviews. Conclusion - there is no single incident or person that needs follow-up. Do we have a pattern that turns off other groups? No consistent pattern, just a history of complaints. We need to talk to other organizations as peers / customers.

[Ken] Need for positive impressions, dealing with reputations

[Peter] What we don't [Todd] Any other additions from board of inquiry?

[Keith] Nothing exactly wrong; we just need it to be brighter, especially where people are sleep deprived and irritable. We need training and role playing focused on this.

[Camille] People need to be more aware of statements and smile; we have some reputation for bulldozing.

[Gene] Recommending being especially careful in email communications.

1205 New Business

SMRG requesting Dogwood be recognized as ASRC event (50K hike between Stausburg and Front Royal next weekend - Saturday)

Todd motions to recognize

Russ seconds

Motion passed

Roster system

-Notifications were difficult to get out due to rosters not being in good shape and lack of secretary

-300-500 got mailings

-recommendation for ASRC to purchase MS Access (w/ Microsoft Office Professional) for groups that do not have it in an effort to standardize -opened for discussion

[Peter] see if groups have access to it first, then buy the number needed

[Keith] available cheaply to universities

[Rob] multi-user licenses

[Gene] privacy issue of web pages

[Todd] this means a mandating of keeping the roster in this format

-Motion to spend several weeks investigating whether groups have access to MS Access and expend the funds (at a \$200 limit per group) to purchase it for those that don-Motion passed

Brochures

-Estimates given by Randy Frank for the initial print run of 2000 would be about \$3000 within the DC area, and about half that outside this area

-Board has revised and made corrections

[Peter] Motion to spend up to \$1500 to get up to 2000 copies of ASRC brochure

[Ken] Amend to \$2000 to cover cost

[Frank] issues with budgeting, especially with treasurer not present

[Peter] had made a previous offer to have an artist volunteer to do color separation

[Suzen] Motion to table in the absence of the treasurer and a copy of the brochure

[Frank] Seconds motion

-Motion tabled but still active with consideration for a larger press run and Peter Incident of the previous evening - 17 April [TR Queen]

-Inappropriate behavior involving several VMI cadets

[Frank] comments on the seed group at VMI and their involvement with BRMRG; only one individual from the group is on the BRMRG roster

[Todd] Call for motion for individuals not on roster to be placed on banned list for five years and members moved to probationary status

[Russ] amendment to include notification of the commandant of VMI

[Gene] leniency for individual who made an effort to fix the situation, letter to VMI should be more positive

[Frank] BRMRG will be doing a BOD meeting within the group to discuss issues, including continuing problems with professionalism. The recommendation to BRMRG will be that the VMI group is not a useful tool at this time.

-Apology from VMI cadet

[Gene] supporting Todd on treating them on an individual basis

[Pepper] pointing out that there could be further problems within the community - no way to know the fall-out

[Suzen] need for leadership within group from VMI to focus on how membership needs to react

[Keith] Prevention?

[TR] Group judged by actions of a few

[Peter] Establish a board of inquiry, they[Frank] If paperwork has been filled out, they[Todd] Suzen appointed investigator. Members will be treated according to our policy, non-members put on a banned list for 5 years for written charges by TR. None can respond to searches in the interim period.

-Need to include park ranger on any actions taken and probably put in some volunteer time

Motion to establish a board of inquiry to deal with individuals involved in this incident. Non-members will be put on a banned list for 5 years, any members will be moved to probationary status until inquiry is completed and notification of incident will be forwarded to the Commandant of VMI.

1309 Motion to adjourn for lunch

Reconvening at 1400 to finish BOD and hold general membership meeting

1418 Reconvening with other new business

Coordinating training schedules [Pamela Paulding]

-Pamela Paulding from MSAR empowered to take over training coordination. She will coordinate with Lauren to get them on the ASRC web page

Alert Officer training in standards for IS [Frank]

-Can we get ops to look at necessity of AO training as a requirement for

IS?

-Issue for discussion in the absence of training officer/ committee
[Peter] can AO training be done in a different format?

1432 Motion to approve Jared Ulmer as GTO for BRMRG [Frank]

Russ seconds

Approved by majority vote

1435 Motion to change ops manual requirement to read that committee
chairs don-Problem with people trying to hold too many concurrent hats
[Frank] this is a good thing

Approved by majority vote

1441 Reminder that the board must approve group training and ops
officers - Bylaw 2.1 [Todd]

1442 Management conference [Suzen]

-Problems with inconsistencies in management

-Hosting a management conference for anyone in search management in VA for
the 21st and 22nd of August 1999, speakers have been lined up, ideas and
numbers should go to Suzen

-Requesting use of ASRC[Gene] resolution from board to make it an official
event

[Russ] Motion to fund (\$500) First Annual Virginia Joint SAR Management
Conference, authorize it as an ASRC sanctioned event and encourage
participation from groups

[Frank] points out the treasury issue again

Motion passed by majority vote

1449 Learning Points

Fairfax County search [Todd]

-put out call out page before getting authorization from county dispatch
officer

[Frank] Issues with search management, responding before receiving mission
number, make sure AO gets that information

-did not invoke ACA mechanism

-difference between being allowed and being requested

[Todd] Relationship with Fairfax County not jeopardized

[Ken] A number for our resources that isn't [Frank] If there is no mission
number, that must be clearly relayed

Mission in Pittsylvania [Todd]

-successful status 1 find for a 74 YO female

[Frank] A convoy of 4 cars en route home from this mission ran into a
drunken (.025 BAC) 55YO female with the driver of the 4th car almost
charged. They were traveling at or below the speed limit

[Camille] Were appropriate persons notified?

[Todd] Yes, through dispatch

[Todd] Most dangerous part of searching is the travel to and from
Snicker-suicide

1514 Elections for the board officers

[Todd] Discussing with Peter the switching of Chair and Vice Chair
positions

Peter nominated for Chair

Close nominations

Peter elected Chair by majority vote

Nominations for Vice Chair

Todd nominated

Close nominations

Discussion

Todd elected Vice Chair by majority vote

Nominations for Secretary

Suzen nominated

Suzen moved in by affirmation

Nominations for Treasurer

Mark Eggeman nominated (not present)

Mark moved in by affirmation

1522 Announcements

Thanks again to TR

1525 Motion to adjourn

-seconded
-closed

1525 Opening of Annual Meeting

1525 Old business

T-shirts

-Motion made and passed to choose a new T-shirt at the last meeting
-still looking for options
[Peter] proposing carrying on looking a reporting back with hard proposals
-seconded

Proposal of item for thought regarding future expansion making evident differences between state procedures [Frank]

-consider regional divisions or like issues and possibilities for administration and operational functions

Full membership meeting in October to approve PSAR [Peter]
[Todd] Move to accept PSAR on schedule pending completion of all requirements

-Is there enough membership present to have the vote? AMRG - 11, BRMRG - 41, MSAR - 24, TSAR - 0, MARG - 6, PVRG - 18 - No, not enough

[Peter] back to membership meeting in October

1540 Annual membership meeting closed due to lack of quorum

1541 Reopening of BOD meeting

1541 Motion to have general membership meeting in October at BOD

Passed by majority

1543 Pilot test of two teams [Peter]

-implement a 12 month pilot test of two teams as ASRC associate member teams

-one a dog team

[Keith] concern for process and parameters, strict bylaws about member groups

[Heather] have the groups send representatives to board meeting to explain their programs

[Keith] send a letter saying that weMotion to send letter [Russ]

Motion seconded [Todd]

1552 Announcement of sign up sheet for MSO class in May [Heather]

1552 Proposal for 5 meetings per year with one or two being weekends for committee work (Jun, Aug, Oct, Feb, Apr) [Peter]

[Frank] Make the committees meet twice a year rather than at the BOD meetings

[Peter] getting bogged down in committee minutia

[Keith] Suggestion for an annual retreat in nice place and at a nice time to facilitate getting business done and having time and place consistent

[Camille] Problem is getting committees to meet, not the BOD

[Peter] proposal to alter dates: Oct - BOD and General Membership, Jan - committee meetings, Feb - BOD, Apr - Annual meeting

[Keith] suggests two major get-togethers - spring and fall, with the fall one being in the same place every year

Consensus

1601 Chair will appoint acting training and operations officers until they can be elected

1602 MARG requests more than two days notice on trainings and events

1605 Meeting adjourned