

Appalachian Search and Rescue Conference

Board of Directors Meeting

November 5, 2000 at PATC HQ Vienna

Minutes

Bob Koester (BRMRG), Pepper Broad (AMRG and MARG), Peter McCabe (Vice Chair, PVRG and 1 Proxy), Rob Miller (SMRG and 1 Proxy), Billy Morgan (TSAR and 1 Proxy), Suzen Collins (Chair, PSAR), and later Emily Minor (Treasurer, BRMRG and 1 Proxy).

In attendance: Paul Sanford (SMRG), Stephanie Dorrow (SMRG), Peter Pennington (Secretary, SMRG)

2. **Introduction and Welcome:** The Chair welcomed everybody to the meeting.

3. **Officer Reports:**

- 3.1 **Treasurer** – deferred until arrival of Treasurer
- 3.2 **Vice Chair** – Indicated to the Secretary the existence of MOUs with Maryland State police and Maryland DNR **Action Secretary**
He drew the Board's attention to the PA SAR Council meeting dates:
Nov 18, (Year 2001)-Feb 17, May 12, Aug 11, Nov 18
- 3.3 **Secretary** – reported that there was no outstanding correspondence. In collating ASRC documents no trace had been found of the 1997 edition of the Articles of association and so the Commonwealth of Virginia would be approached for a copy.
- 3.4 **Chair** – commented on the difficult period of transition. The Chair and Mark Eggeman had returned to Nelson County to address an open meeting. There had been some pent up hostility against ASRC methods and leadership but the deceased's family still supported ASRC.

It was agreed that such follow up meetings would be beneficial.

3.5 **Treasurer's Report** (given pm)

No written report was available. The transfer from the previous Crestar bank to the new account held by One Valley Bank had not been completed (see 7.5). However the ASRC financial position was reported as follows:

Cash in bank:	Crestar	c.\$3800.00
	One Valley	\$3540.00
	Total Assets	c.\$7340.00
Known Liabilities		
	Expenses	\$ 484.07
	Cole Search Share	c\$2000.00

Liabilities

c\$2484

The family and friends of the subject of the Madison search (Cole) had donated almost \$3000 and it was agreed that this would be divided equally between ASRC and the other two participating groups.

4. Committee Reports:

- 4.1 It was reported that the position of Committee Chair was open for the following committees: Operations, Training, and Safety.
- 4.2 The Chair of the Communications Committee reported that ASRC had its Primary Radio License and its Business Class License. The Aircraft License had been allowed to lapse.
- 4.3 The Chair of the Medical Committee advised that money would be spent to bring ASRC equipment up to the necessary standard to meet deficiencies highlighted in an inspection held on 27 October.

It was subsequently moved that a budget of \$350 be provided to purchase essential medical equipment to meet the requirements of the Virginia office of Medical and Emergency Services in order that they may issue an EMS License to ASRC.

The Medical Committee Chair emphasized the need for thorough record keeping. Copies of forms had been sent to every group and examples would be placed on the web page (**Action Med Com Ch.**)

5. Group Reports

- 5.1 **SMRG.** The emphasis had been on training and examining members' levels of activity and responses. The theoretical number of members of around 60 had been reduced to an active list of 38. SMRG members came from many professions but most were of manager level in Federal organisations or in Information Technology companies.
- 5.2 **TSAR.** Most effort was being put into running an FTM class. There, too, had been a sort out leaving around 22 active members with 14 doing most of the work. TSAR was the sponsoring organisation for RASCH, based on VMI, but that body had been very quiet of late.
- 5.3 **AMERG and MARG.** Both had been restructuring leaving a very small body of active members. It seemed that volunteers are difficult to find in Pittsburgh. MARG was currently running an FTM class.
- 5.4 **MSAR.** The group has a strong core of around 40 members and was well into its annual training programme. The group had worked with the American Red Cross since 1978 on a Disaster Source Programme. Many of the group's members were scouts.
- 5.5 **BRMRG.** The group has about 40 members and training classes are well under way. New dispatchers are likely to be handling ASRC operations: members are asked to be patient. If problems should arise then ask for the Dispatch Supervisor.
- 5.6 **PSAR.** The group has between 30 and 40 active members coming from a range of sources but especially the police and social services. There had been some training

with BRMRG and TSAR.

6. Old Business

6.1 Due Diligence Report.

The Secretary reported on the findings of the events leading to the resignation of the ASRC Treasurer in October 1999.

There was a long discussion as to the next steps to be taken.

It was moved that the Vice Chair be allowed to add a letter to the report outlining his subsequent activity from the initial realization that the Treasury function was not being performed to the resignation of the Treasurer. Members confirmed that there was no lack of confidence in the Vice Chair.

It was moved that the Secretary send a certified delivery letter to the ex Treasurer seeking his views on the issue and his thoughts on his future in the ASRC. (Action Secretary)

The BOD would then decide on its next course of action.

The Board approved a motion that it is the Board's opinion that no formal charges have been brought at this time against....

6.2 Delaware Valley Regional Search and Rescue

The Vice Chair asked for clarification of the standing of the DVRSAR. Members discussed the current rules of ASRC that exist for probationary and affiliate groups. It was agreed that groups seeking any form of membership must meet the specific requirements in terms of skills and equipment before they can be considered as members.

It was agreed that DVRSAR are not yet members of the ASRC but that they would be welcomed once they had met the necessary requirements for their level of membership.

MSAR are to consider sponsoring the Delaware Valley group and will report back to the BOD after a month. (Action MSAR)

It was noted that the Wilderness Emergency Search Team and the Mid-Atlantic SAR might well not request a form of membership of ASRC.

6.3 DVSAR and the Charles Town WV Search

In accordance with Ops Manual 5.4.3 para 2, the ACA filed a written report with the BOD explaining his reasons for over riding the IC and not alerting DVSAR as part of the ASRC. In the opinion of the ACA, DVSAR was not yet a member of the ASRC (see 6.2). This did not preclude the RA alerting any team directly.

6.4 IC Standards

Bob Koester presented a new framework for IC Standards for the ASRC. These

standards are based on new requirements set by the Commonwealth of Virginia. The ASRC and State standards are very similar. AT present ASRC has no Type III IC rating although this standard is close to that required by IS.

The new Type III will be very useful for groups who wish to put forward I.C.s but who cannot meet the training requirements for Type II and above because of distance etc.

All I.C.s are appointed after ASRC BOD approval. Type IIs need SAR Coordinator approval and Type Is also subject to 30 days public comment.

Existing ASRC I.C.s are covered by grand fathering arrangements but will need to take on the new requirements upon recertification.

It was agreed that the recertification process should include a chance for the individual's home group to comment.

It was noted that ASRC senior members must take every opportunity to delegate responsibility in order to train Incident Staff.

6.5 2 inch Patches

It was noted that the acquisition of 2" patches for affiliate groups etc. had been denied in the past.

It was agreed to table this requirement. **(Deferred Action)**

7. New Business

7.1 Approval of New Incident Staff

- 7.1.1 TSAR – Booby Jones was approved
- 7.1.2 BRMRG – Rita Krewz was approved
- 7.1.3

7.2 Approval of Group Training Officer

- 7.2.1 PSAR – Roy Hutchinson was approved

7.3 Legislative Agenda for Commonwealth of Virginia

A 'wish' list was presented. Individuals may wish to take the appropriate action.

- a) \$50,000 to VDEM for the purpose of reimbursing volunteer SAR providers operating under a state MOU.
- b) SAR Training Funds for VDEM be increased from \$75,000 to \$100,000.
- c) \$15,000 for scheduled and unscheduled visits to SAR teams
- d) Changes in Workman's Compensation wording to clarify Workman's Compensation claims based upon 'normal employment wage'.
- e) The addition of another full time (FTE) SAR position within VDEM.
- f) A study to look at what legislative changes are required to enhance the delivery of SAR throughout the Commonwealth (with funding to support the study).

7.4 Changes to Training Manual

The following were approved:

7.4.1 pg 5 C-13, pg 12 14, pg 13 C-13, Annex C C.1.1.1
Change to 'Latex Free – Unless ASRC personnel is allergic to latex free exam gloves.' (Action all members)

7.4.2 pg 12 14, pg 13 8
Add – 'American Heart Association Health Care Provider CPR, or equivalent as approved by ASRC, such qualification to be kept in date as required by the issuing body.'

7.5 Bank Resolution

It was resolved that the Secretary sign a mandate for the ASRC account to be held at the One Valley Bank – Central Virginia NA, PO Box 340, Lynchburg VA 24505. Emily Minor and Suzen Collins were authorized to sign cheques individually.

7.6 Training Issue

It was noted that it is a current requirement for all Incident Staff to be trained as Alert Officers. However, this requirement has lapsed. After a discussion about the merits of such a ruling it was resolved that;

Within 120 days individuals of IS standard be afforded the opportunity to take AO training in order to meet the requirements of the Incident Staff standard. (Action Training)

7.7 Dates of future meetings

It was agreed that BOD meetings would be held every two months on the first Saturday of each odd month.

**Next Meeting – Saturday January 6th 20001 possibly at SNP Luray
(Action Vice Chair)**

7.8 Membership Meeting

The meeting will be held at the James Monroe School, Fredericksburg at 1000 on **Saturday 18th November**. The programme will include a guest speaker, committee activities, search highlights, a discussion on relationships with other states, an Alert Officer class (see 7.6) and a look at the future role of NASAR.

7.9 Secretary's Discussion Document on the Structure of ASRC

Prior to the meeting the Secretary had published a two page document outlining some possible future changes to the structure of ASRC.

It was agreed that this document should be taken to the member groups for discussion and brought back to the BOD at a future date
(Action Reps)

7.9.1 SARTI

It was noted that the SAR Tracking Institute might seek affiliated status.

8. Search Debriefs

The Chair noted that, following the experience of the Nelson County search, it would be good practice always to follow up a search with a debriefing/meeting with the local people once the 'dust had settled'.

8.1 Charles Town

The search involved a limited ground area due to the topography. It was unfortunate that it was a relative who found the victim. There were some difficulties in liaising with the local RA and emergency officers. The Secretary offered to attempt to arrange a joint meeting with the ASRC and the emergency authorities of the WV Eastern Panhandle
(Action Secretary)

8.2 Madison County Search

It was noted that one ASRC group arrived insufficiently equipped to switch to night tasks. The local sheriff was praised for his good liaison role, as were the NP authorities. Family liaison could have been stronger. Once again the family overheard remarks by search members better left unsaid. A question was asked if the tasks were too long.

8.3 Nelson County Search

Protecting the family from the realities of a search and keeping local people informed seemed to have been weak links in the ASRC operation.

After seven hours, it was resolved to close the meeting.