

Appalachian Search and Rescue Conference  
PO Box 400440  
Charlottesville, VA 22904  
www.asrc.net



ASRC Board of Directors Meeting Minutes  
October 1, 2017

Attendance (BOD Reps in <b>Bold</b> )	Group	BOD Reps Present
Allegheny Mountain Rescue Group <b>1. Keith Conover, Chair</b> <b>2. John Rogowski</b>	AMRG	2
Blue Ridge Mountain Rescue Group <b>1. Greg Stronko</b> 2.	BRMRG	1
Michael Hansen (Non Voting BOD Member)		
Maryland Search and Rescue <b>1. Dan Brizuela, Vice Chair</b> <b>2. Kyle Rhoderick</b>	MSAR	2
Mountaineer Area Rescue Group <b>1. Ken Chiacchia</b> <b>2. Carl Werntz</b> 3. Patty Lindsey 4. Lee Fuell 5. Heather Houlahan	MARG	2
Northwest Pennsylvania K-9 Search and Rescue <b>1. LuAnn Gatti</b> <b>2. Kathy Yocum-Lamb, Secretary</b>	NWPAK9SAR	2
Search and Rescue Ohio <b>1. Brian Maier</b>	SAR-Ohio	1
Shenandoah Mountain Rescue Group <b>1. Chris Fedenko</b> 2.	SMRG	1
<b>Non-Affiliated</b> Thaddeus Smith		

**I. Call to Order/Safety Moment**

The Board of Directors (BOD) Meeting of the ASRC was called to order by Keith Conover, Chairman, at 1405 on Sunday October 1, 2017. Location New Germany State Park,

## **II. Participant Roll Call**

Keith Conover opened the meeting with participant review and confirmation that a quorum was established.

## **III. Approval of Previous Meeting Minutes**

Motion made by Keith Conover for the minutes from May 6, 2017 be accepted, Dan seconded motion, carried unanimously.

## **IV. Officer Reports**

### **A. Chair**

Keith initiated a discussion related to holding the AGM at this location moving forward. Negatives: expensive to stay at park, both cabins and campsites. Big Run State Park was also brought up as an alternative. Also there are inexpensive primitive campsites along nearby roads just outside the park in the Savage River State Forest (\$10/night), see [http://dnr.maryland.gov/forests/Documents/savage%20river/SavageRiver\\_CampLoopMap.pdf](http://dnr.maryland.gov/forests/Documents/savage%20river/SavageRiver_CampLoopMap.pdf). Possibly we will keep the AGM in September as well as no one team hosting. Make it a ASRC group planned event with all teams participating. 2018 potential dates are the weekends of 9/ 15, 22 or 29.<sup>1</sup> Keith is going to do some investigation and report findings to the group. A discussion occurred regarding formation of a Meetings Committee. Although there is some resistance it should happen. It will make us proficient in running meetings as well as improving the overall organization of those meetings.

### **B. Treasurer – State Of Current Funds**

Refer to attached report provided and reviewed by Victoria.

### **C. Training**

No additional information. Review occurred at the General Meeting held earlier this day.

### **D. Ops**

Steve Weiss White Paper on conference alerting reviewed, see attached. Desire to improve conference wide alerting, Will have recommendations out 2 weeks before the retreat for review and discussion at the Retreat in January; Russ Sarver and Steve Weiss to do this

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<sup>1</sup> Subsequent to this meeting but prior to the publication of these minutes, the ASRC officers determined the date of the next ASRC ASRC General Membership Meeting as September 21-23 2018 at New Germany State Park.

Link for the ASRC dispatch system is: [dispatch.asrc.net](http://dispatch.asrc.net) (members only)

## V. New & Unfinished Business

- **Membership (LuAnn Gatti, NWPA)**

Potential interest from a team located in Waterloo, Canada to become part of the ASRC. Members from this team have trained with NWPA in Erie. NWPA also was invited to go on a search in Waterloo (HRD). There are potential issues related to out of the US, language barrier (French vs. English). It was suggested to invite their team to our retreat in January to continue the discussion and possible joining the council, and LuAnn will do so. Discussion related to positive impact this could have on the ASRC, could advertize we have International Membership.

ASRC individual membership application and legal release should be placed in the administrative manual.

- **Adam Gatti's SM-III application & vote**

Keith called on Luann Gatti to discuss Adam's Gatti's application for SM-III & vote. Adam has completed all the required hours of class, the number of searches he must manage and overall qualifications for this application to be accepted and voted upon. John R. made a motion that Adam Gatti be granted SM-III, seconded by Ken C. Discussion on Adams application, currently meets 7.2 standards. Motion by Ken to vote, motion passes unanimously. We discussed that there is no requirement to serve time as an SM-IV prior to becoming an SM-III.

- **Proposed Updates to the Administrative Manual**

**Disciplinary Policy:** must be updated specifically related to recent past issues and events. Keith suggests a small working group of 4 people. Keith has asked Matt Benson HR experience, Kathy Lamb Director of Nursing with management/disciplinary HR experience, Carla Aly, Attorney with mediation experience and Keith with 40 years disciplinary issues ASRC/NCRC to form this group. Discussion related to the members from one team being the bulk of this group. Felt there should be another team represented. Lee Fuell of MARG said he has relevant experience and volunteered to join the committee and was accepted as a member.<sup>2</sup>

### **ASRC Years of Service Awards**

Keith proposed a new section of the Admin Manual to document policies for the Years of Service Award that was distributed. Discussion occurred. Friendly amendment to add "The years are counted from the year that

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<sup>2</sup> Note during creating and editing the minutes by the Chair; a few days after this meeting, the Chair found out that the main creator of the AMRG proposal was Janna Baker Rogers, who is an emergency physician, but as it turns out her husband is an attorney who used to specialize in HR work and so the Chair immediately added her to the committee.

member's Group was granted probationary ASRC membership.” be added to the end of **B. Criteria**. Ken made a motion the changes be accepted, Dan seconded the motion. The proposal was accepted as modified. This section as modified appears in version 4.3 of the Admin Manual as posted in the ASRC Archive and linked on the ASRC website.

#### Outstanding Achievement Award

Keith proposed this new award, short of Fellowship but irrespective of years of service, as appears in version 4.3 of the Admin Manual as posted in the ASRC Archive and linked on the ASRC website.

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Vote taken to accept the changes, motion passed with 1 member abstaining.

Keith noted that he created new templates in InDesign for the awards, and will add them to an updated draft of the Branding Manual to be presented for a vote at the retreat.

#### **Award Presentations/Recommendations**

Ken Chiacchia speaking for MARG that Patty Lindsay receives a special achievement award for her service to MARG and ASRC.

Jocelyn King for MSAR that Dan Brizuela and Alex Patico receive special achievement award also for their unwavering dedication to MSAR and the ASRC. Members request that we recognize Katy for her continued service to the ASRC. She should be considered to receive a special achievement/outstanding service award.

The BOD unanimously voted to provide Outstanding Achievement Awards to those members proposed in the paragraph above.

We have three members who have in the past been informally recommended for the Fellowship Award: Bob Koester, Don Scelza & Keith Conover, though no formal nominations have been received by the Secretary as yet.

These recommendations will be discussed at the retreat in January. Keith will design the Outstanding Achievement Award and have it ready for the January retreat.

#### **New version of the Administrative Manual:**

[Http://archive.asrc.net/ASRC-Admin/ASRC-Admin-Manual/2017-10-01-ASRC-Admin-Manual-4.3.pdf](http://archive.asrc.net/ASRC-Admin/ASRC-Admin-Manual/2017-10-01-ASRC-Admin-Manual-4.3.pdf)

#### **Meeting Dates for 2018**

Jan 14, 2018. Annual retreat, Bears Den on the Appalachian Trail in Northern Virginia  
April 21, 2018 Frostburg State university. Frostburg MD

August 22, 2018 Conference Call, 5pm  
September, 2018 AGM (Dates determined after AGM determined to be  
September 21-23, New Germany State Park, Maryland.)

Format for Retreat: same as last year. Mike Hanson, Jocelyn King and  
Luann Gatti will take responsibility to plan the retreat, special activities  
etc.

Our bi-monthly ASRC officer conference calls will continue. Alternating  
Thursdays at 9pm. Participation is welcome, contact any BOD member for  
information.

## **VI. Good Of the Order**

## **VII. Adjourn**

1600

Respectfully submitted:  
Kathy Yocum-Lamb  
ASRC Secretary