BOARD OF DIRECTORS MEETING MINUTES

22 July, 2018

Google Meet/Phone Conference

meet.google.com/tfh-jppb-tdg, Dial - 413.438.4186 PIN 305909470#

1700 - ~2100

Attendance	Group	BOD Reps
Allegheny Mountain Rescue Group 1. Keith Conover, Chair	AMRG	1
Blue Ridge Mountain Rescue Group 1. Greg Stronko	BRMRG	1
Michael Hansen (Non Voting BOD Member)		

Maryland Search and Rescue
   1.   Dan Brizuela, Vice Chair
   2.   Jocelyn King
	MSAR	2

Mountaineer Area Rescue Group
   1.   Ken Chiacchia
   2.   Patty Lindsey
   3.   Carl Wentz
	MARG	1
		
		1

Northwest Pennsylvania K-9 Search and Rescue
   1.   LuAnn Gatti
   2.   Kathy Yocum-Lamb, Secretary
	NWPAK9SAR	2

Search and Rescue Ohio 1. Brian Maier	SAR-Ohio	1
Shenandoah Mountain Rescue Group 1. Bob German	SMRG	1
		10
1. Steve Weiss 2. Katy Hart		

I. Call to Order

The Board of Directors (BOD) Meeting of the ASRC was called to order by Keith Conover, Chairman, at 1715 on Sunday July 22, 20182018 via video and phone conference.

II. Participant Roll Call

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

III. Approval of Minutes

Meeting minutes from the January & April 2018 BOD meeting's were emailed for review prior to this meeting. Request for questions or requested changes to either meeting minutes was made, none voiced, a motion was made by Keith Conover for January & April BOD meetings be accepted as written, motion for approval by Ken Chiacchia, second by LuAnn Gatti. Motion carried unanimously.

IV. Officer Reports

a. Chair: Keith Conover/Vice-Chair: Dan Brizuela

Letter was sent by Keith to the North County Trail Association. Both AMRG & NWPAK9SAR are within the area they serve.

b. Secretary: Kathy Yocum-Lamb

No report

c. Treasurer: Victoria Airey

Victoria was unable to attend this meeting. She posted the treasurer's report for 2018 in the Dropbox. After review by members questions were raised concerning certain budget line items, specifically related to expenses for the Winter Retreat 2019 & AGM which occurs in September 2018. Acceptance of the report will be tabled. The secretary will reach out via email or text to discuss these items for additional clarification.

d. Credentialing Board Chair: Steve Weiss

Discussion related to the CQ level 10 question quiz developed by LuAnn Gatti & Rebecca. Developing policy which leaves the rest of level 4 & CQ up to the GTO's to handle.

Process for FTM was ready July 1st, we have already received requests for the written test.

Coordination needs to be between ASRC & the Credentialing Board to develop the time frame to transition to the new standards. Lastly we will be working on a policy for examiners to assist with this transition. PTB policy is strictly a Credentialing Board Implementation policy. Steve was asked to do the wordsmithing for the new version utilizing our new format. Keith will assist as needed.

e. Conference Training Officer: John Rogowski

Not present, no report provided

f. Conference Operations Officer: Russ Sarver

Not present, no report provided.

g. Information Technology Officer: Mike Hansen

Don Scelza & Mike are checking into potentially utilizing Microsoft which would consolidate all services and allow us to access additional services. We would still maintain our Google account if we did decide to go to Microsoft. Patty relayed that Remote support does utilize and are invested in Google Drive. Archiving of all products & resources in the end should be in the same place for easy membership access.

h. Others

V. Unfinished Business

VI. New Business

a. Patty Lindsay SM III package

Patty has submitted to John Rogowski her SM III packet to be considered for Search Manager III designation. Carl made a motion to approve her submission to be approved concurrently by the training officer. Dan seconded, open for discussion: no discussion occurred and a vote taken, unanimously passed and motion was carried. Final approval pending John Rogowski response.

Update: Keith reached out to John and he gave his approval of Patty's Search Manager III application. With his endorsement Patty Lindsey's Search Manager III application approved.

a. 2018 ASRC General Membership Meeting

Location is New Germany State Park, MD. The Lake House has been reserved, hoping to use the recreational building that we used last year, not certain if renovations will be completed by then. Keith also rented a cabin which can be used as an office for prep etc. The shelter in the area has also been reserved. John & Don will be working together on training for Saturday. Sunday will be the General Meeting first with the BOD meeting immediately following. Carl questioned multi team simulations vs. skill stations. Feeling is a daylong mock search will be the main Saturday focus. Steve pointed out that the credentialing board needs a 4 hour block to go through stations for FTM credentialing. He does believe we can ramp both the search and FTM credentialing stations at the same time. Carl relays he can do simulations Saturday.

A brief discussion occurred RE: BOD elections. The BOD (Chair/Vice Chair/Secretary) were voted in at the Winter Retreat 2017. This occurred at that time as Mike Hansen was stepping down from the Chair position. Typically these elections occur at the AGM every 2 years, which would have been September 2017. The By-Laws were reviewed and the terms are for 2 years with re-elections held after the two years. End of discussion we will discuss at the September 2018 AGM.

Food services for AGM: Katy will prepare Saturday Dinner and Sunday morning breakfast. All teams / participants who want can bring a dessert to share with the group for Saturday night dinner. Lasagna will be Saturday dinner, French Toast Sunday breakfast. Katy will bring apple Cider for the dinner meal. Attendees will be responsible for their meals on Friday night, Saturday breakfast and Saturday lunch. Any additional drinks are also to be brought by attendees.

Mike will send out a announcement and set up a registration for the weekend on our website. Each team representative/BOD member are to relay the information to their membership and encourage attendance. We need to get the number of people attending to Katy ASAP. No specific date given at this time.

b. Wilderness EMS Day

Date changed to October 27, 2018 due to a scheduling conflict. A new flyer will be distributed ASAP. A brief rundown of what will occur at this event: Parking at Steve Conover home. In the woods nearby there will be stations with medical scenarios for participants to work through, simulated medical problems will have medical students, ER physicians etc. tol be assisting with these stations. Teams will be set up with one seasoned person within each team; a simulated rescue will be at the end of the day. Day will end with dinner at Keith's home.

c. 2020 MRA/NASAR National SAR Conference

June 2020, no specific date set yet. Potential location is Seven Springs Resort. Alleghaney Rescue Group is the sponsor. As this is in our backyard what or how do we want the ASRC to be represented at this conference. Pre-conference workshop, something fun, we need to think about this and discuss at the AGM in September. We did recognize and decide we need to first be invited to participate at the event before we jump into planning. A few suggestions were brought forward, one a remote support demonstration by Patty's remote support core group.

d. Remote Support update/Patty Lindsey

3 exercises have been completed: 2 cold cases & 1 warm case. Pilot phase 2 groups: SAR OHIO & MARG, How to call out plus 1 pc to recruit ex ASRC qualified members. We would like to modify the by-laws so these individuals can become part of the ASRC & have insurance coverage as they would be working calls for remote support and whatever this would entail.

Discussion related to this request: Would need a person who is responsible for this group that is formed, need structure from the inception. Should there be an Ops & Training officer? Scale of Remote Support to be approximately 8-10 members. If becomes larger we need to build and have a well defined infrastructure. Ben has been a large part of this project and has done so without the benefits of the ASRC such as insurance coverage. Administrative Manual first then later change the by-laws.

Should RSC (Remote Support Corp) a separate group and then be under Patty's supervision. As previously discussed, if a member of another team wants to join this group that could be a problem for those teams that do not allow its members to be part of more than 1 SAR team. Another area is the ability to handle formal complaints through the ASRC is important with this group also.

Discussion about the fact we are no longer considered an Operation entity, are we going to the model again, are we returning to what we were 5-7 years ago, just something to think about moving forward. How do we contain the ASRC to 1-2 functions?

In our Administrative Manual, page 10 membership, section C to be added for Remote Support Members. Patty, and the remote support working group will work on a draft, send to Steve for review and others who may have input. Hope to have ready to vote on at the BOD meeting after the AGM. (We would also like to have a presentation ready on RS to be presented during the Winter Retreat).

Discussion occurred to reach out ASRC membership to recruit RSC members. We need to set what the membership requirements are using caution even with those who hold qualifications within either one of our teams but also SAR teams not within the ASRC.

Facebook presence: We already have a facebook page. Who is the administrator, believe Don Scelza is one. LuAnn Gatti volunteered to be another administrator, need to reach out to Don regarding the page and adding LuAnn as an administrator.

SARtopo classes which Patty has put immense time and dedication to learning, presenting and perfecting its use within ASRC member teams as well as to those outside the ASRC who take her class. Discussion to make the a formal ASRC event. Motion by Brian was made to add this as an Official ASRC event, second by Dan, motion moved unanimously by the BOD.

Mike will add Table Top SARtopo class on our website.

e. Information Technology Officer update and web tour

During our meeting at Frostburg Mike did a show & tell into the ASRC website, accessing all areas and how to locate resources.

A discussion occurred of possibly doing a webinar to present ASRC recources' to our teams. We decided to table this until we have additional information in the site specifically more that is ASRC branded. Review of the size we have presently available to store data, for $20/year it could be increased to 100 GB. The drop box is linked to Mikes email but that isn't an issue as it is very easy to move stored information from that area. Questions were brought up regarding who has access to passwords as well as administrative ability. Don Scelza is an administrator. Mike has placed pertinent information within the drop box if he isn't available for accessing the site.

Another demonstration to members that were not at the April meeting as well as a refresher for those who were present was given by Mike.

VII. Good of the Order

Brian asks about ASRC patches, who has them, are we ordering new ones due to the new logo design and colors. We were reminded that the FTM/FTL rockers will be no longer used with the new credentialing levels. We discussed possibly having a template on the Google Drive so members can pull off to make the patches when needed. Brian did suggest/request that the ASRC take over the ordering/selling of these patches much like each team does their own team shirts patches etc. Sell them at cost to the ASRC membership.

The GTO SMRG wants us to be aware that they are having a mock search August 3-5th 2018 at the George Washington National Forest. Contact him if any interest in participating.

VIII. Adjourn

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