Conference Records

Appalachian Search and Rescue Conference

Eastern Region, Mountain Rescue Association
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To: ASRC Board Representatives and Interested Parties --

PLEASE SHARE THIS WITH YOUR GROUP!!!

The next board meeting will be on the 3rd of June at the normal meeting place: Shenandoah National Park Headquarters, Rt. 211 east of Luray, at 10:00. Yes, I'm married. Same name, same address.

Things of note:

1) **DOGWOOD.** The Dogwood Half-Hundred did occur. We provided medical and evacuation assistance along the trail and at the end. There was one evacuation (an injured ankle) during the day. The patient was released under her own power to go to her doctor. We provided several world-class blister and exhaustion treatments. MANY THANKS to the group from AMRG who drove forever to help out -- their presence beefed up the medical tent and provided us with much-needed personnel on the trail. MANY THANKS AND KUDOS to teams Papa/Hotel who handled the communications at the beginning of the day and to team Golf/Golf1 who provided communications at the end of the day. We literally couldn't have done it without them. MANY THANKS to the ESARs who performed the emergency evacuation of the injured hiker.

2)MRA We have heard back from the MRA. The feeling among the board members that Judy Hanna polled is that we should all pay up the $5, without "cheating" and without a group rate. We may be able to negotiate with the board members in person -- they aren't totally hard line (except for the Mountaineers in Seattle who are, probably justifiably, the most hard-line group about true technical rescue & all that kind of stuff -- but they have the terrain, the personnel, and the experience -- and they are a single group out of a larger world). We have bargaining points if we disseminate our own MRA newsletters and perform other logistical nightmares to make it easy for the MRA. This interesting problem has been handed over to Chuck Ritenour, one of the adult advisors for ESAR 616, who was active in an MRA-affiliated team in Idaho.

The "job announcement" for the SAR positions from Yosemite Nat'l Park is straight from the MRA world/contacts. There's a lot to be said for keeping up our contacts with them.

3) **TRAINING STANDARDS.** The next Training Standards committee meeting is 11 June at my office in lovely downtown Flint Hill, VA (Route 522, 12 miles south of Front Royal, VA) at 10:30. At that meeting, we will look at the proposed standards for Rescue Specialist (RS). If there's time, we will also look at proposed specialties: Communications? Tracker? others??? We also have to look at comments from the groups -- which have been quite slim, so far. READ YOUR STANDARDS BEFORE WE SOCK THEM TO YOU!

<u>Motions recommended to the board by the ad hoc Training Standards committee</u>:

1) Allow "grandfathering" of members who have acheived certain levels up to the discretion of the group Training Officers.
2) Incident Staff members will not be allowed to be grandfathered. Members who are proposed for Incident Staff must meet all of the requirements as stated and be voted in by a majority of the ASRC board.

3) **COMMUNICATIONS Stuff.** We have turned in the application for the license that we share with Shenandoah National Park. There are also some other interesting tidbits. It turns out that the last time the main set of licenses was applied for, it was done by John Kihl of AMRG. Since the license was not turned in during the last six months of the duration of the previous license (due to circumstances beyond John's control), someone had to pay about $3,000 to get the coordination done again. It seems that John did. We're checking minutes from the meetings, but the ASRC did promise to reimburse him for some of the money. We will be discussing this interesting situation at the next board meeting. Come prepared.

4) **COMMITTEE CHARTERS AND OBJECTIVES FOR 1989-90 ARE DUE IN JUNE.** Drafts for the Training Committee and for the Operations Committee have been enclosed. For all committee chairs and members, we expect to review these in the next BOD meeting (or two). It has been pointed out that the chair of a committee can prioritize and add/drop new goals from the suggested lists (attached). Committees are to come up with plans, personnel, and timelines/intermediate goals to present before the board.

Yes, I know. It's more paper/paperwork. Yucko, bleccho!@#$%!!

However, it's time for us to hold our own toes to the fire. We're getting big enough and have enough incidents that some rudiements of organizational planning need to be started. I can attest personally that we're having bad growing pains -- I get phone calls regularly from unhappy people. Maybe this paperwork will help, maybe it won't. We are in dire need of conference-wide records for continuity from year to year. We are suffering mightily from discontinuity coupled with lack of coherent conference records. We need to establish some sort of a larger "corporate memory" for the ASRC as a whole. Written records for the committees we have established may help. (A complete record of ALL ASRC BOD meetings might also help.)

In any case, we can't run a conference of 8 member groups in the same seat-of-the-pants manner we ran a conference with oneor two groups. Different beast altogether.

If anyone has any great ideas about reinforcing conference-wide cohesiveness & intereaction, PLEASE CALL ME!!! I'd LOVE to get good news!!!!

Hope to see you at the meeting.

Cady

cc: AMRG - main address (encl.)
BRMRG - main address (encl.)
ESAR 616 - c/o Peter McCabe (encl.)
ESAR 617 - c/o Peter McCabe
RSAR - main address (encl.)
SMRG - c/o BB Oros (encl.)
SWVMRG - main address (encl.)
TSAR - c/o Dave Carter (encl.)
Todd L'Herrou - ASRC Secretary
ASRC Main Address for records

Appalachian Search and Rescue Conference

ASRC Board of Director's Meeting Agenda -- 3 June 1989

1. Call to Order

2. Approval of Minutes of Previous Meeting

3. Reports

   a. Group Reports
      (*Please have these in writing*)
      Alleghany Mountain Rescue Group -
      Blue Ridge Mountain Rescue Group - B. Pinkney, R. Koester
      Tidewater Search and Rescue Group -
      Richmond Search and Rescue Group - T. L'Herrou, G. Fuller
      Shenandoah Mountain Rescue Group - G. Mechtel, C. Soukup
      Explorer 616 Search and Rescue Group - J. Tichenor, P. McCabe
      (Explorer 617 Search and Rescue Group - .)
      Southwest Virginia Mountain Rescue Group - J. Hunt, C. Lakin

   b. Special Reports
      Treasurer's Report - G. Mechtel
      Secretary's Report - T. L'Herrou

   c. Committee Reports
      Communications Committee - R. Elron
      <u>Charter and Objectives for 1989-1990</u>
      FCC license application status
      Verbal agreements with other organizations that share our license:
      Communications SOP
      Current license cost & agreements to reimburse J. Kihl from 1985-6
      (Unnamed Computer Network Communications Committee) - BB Oros
      <u>Charter and Objectives for 1989-1990</u>
      Finance Committee - ( )
      <u>Charter and Objectives for 1989-1990 - if it will exist</u>
      Tax-exempt status - P. McCabe (G. Shea)
      Medical Committee - R. Koester
      <u>Charter and Objectives for 1989-1990</u>
      W-EMT Pennsylvania (K. Conover)
      W-EMT Virginia
      Operations Committee - G. Mechtel
      <u>Charter and Objectives for 1989-1990</u>
      Ops Manual, SAROP, Ops Agreements
      Plans Committee - G. Mechtel/D. Herbert
      <u>Charter and Objectives for 1989-1990</u>
      Special Project(s) - K. Conover
      Textbook
      Training Committee - K. Parkes
      <u>Charter and Objectives for 1989-1990</u>
      Training Standards (C. Soukup/Beth Pinckney/etc.) -- next meeting 11 June in Flint Hill,VA
      Conference-wide training event(s)
      Training Records for group members at one central location

   d. External Organizations Reports
      ASTM - ( )
      Mountain Rescue Association - C. Ritenour

NASAR - ( )
States
- Maryland (Counties) - (SMRG)
- Pennsylvania SAR Council - (ESAR 616)
- Virginia SAR Council -

Others?

4. Old Business
   Incident reports/information/learning points
   Patches

5. New Business

6. Announcements
   Training Schedules
   Conference-wide events
   Special events

7. Adjournment

COMMITTEE AND OFFICER OBJECTIVES FOR 1989-90 SUGGESTED AT 4/89 MEETING

Communications Committee - R. Elron
- Create ASRC SOP for Communications
- Revew/Renew all pertinent communications agreements with outside agencies
- Identify requirements and possible sources for ASRC-wide paging system

(Unnamed Computer Network Communications Committee) - BB Oros

Finance Committee - ( )
- Get tax exempt status
- Raise $1,000 for the conference

Medical Committee - R. Koester
- Create/Find Wilderness First Aid Standard
- Obtain legal opinion on liability for training to standards
- Identify requirements for ASRC to become state-certified EMS agency in MD, PA
- Create/develop WFA course instructors

Operations Committee - G. Mechtel
- Respond to 2 incidents in PA
- Respond to 4 incidents in MD
- Plans for operations in aircraft incidents
- Review & update OPS, SAROP, Operations agreements
- Create mechanism for disseminating incident learning points

Plans Committee - G. Mechtel/D. Herbert
- Create ASRC-wide information sheet

Training Committee - K. Parkes
- Create Standards for FTM, FTL, IS & IC
- Create testing procedures for the standards
- Create 3 new IC's
- Create 6 new IS's
- Create draft of the Training Manual
- Create ASRC-wide training records for tracking members
- Create at least one ASRC-wide training event

Chair - C. Soukup
- Get 4 new ASRC members involved in ASRC tasks
- Get AMRG/TSAR to 5 BOD Meetings
- Get committees to create charters/objectives for 1989-90

Secretary? (might be delegated to someone else) - T. L'Herrou
- Get meeting BOD meeting minutes out so they can be reviewed for approval
- Create relatively up-to-date ASRC-wide membership list
- Hound IC's to get our Incident Reports in a timely fashion

ASRC Operations Committee Charter:

Purpose:

The ASRC Operations Committee (OC) will oversee ASRC Operational Equipment and Procedures in keeping with the established ASRC policies and guidelines given by (a) the ASRC Articles of Incorporation, (b) the ASRC By-Laws, (c) the ASRC General Membership, and (d) the ASRC Board of Directors (BOD).

Authority:

The ASRC BOD authorizes the OC to perform its tasks and duties in behalf of the ASRC BOD. The ASRC BOD retains the privilege of reviewing and changing any OC decision.

Membership:

The ASRC BOD will appoint and may dismiss the ASRC OC chairman, also known as the ASRC Operations Officier (OO). Each ASRC group will choose (and dismiss) one of its members to be the group's Operation Officier. Each group Operation Officier is a member of the OC. During any OC meeting, any Active ASRC Member may join the OC and are considered members-at-large. All members-at-large must renew their membership yearly.

Liasons:

All other ASRC corporate level committees and representatives are encourged to send some member(s) to each OC meeting.

Functions:

1) Yearly review and update of the ASRC SAROP,
2) Yearly review and update of the ASRC Operations Manual,
3) A yearly update of the ASRC's IC and GS lists,
4) Provide an annual ASRC Operational Report, including:
   a) a summary of the previous years operational activities,
   b) the projected year's activities
   c) an estimate of the ASRC's long term operational needs,
5) The yearly reviews will be presented at the first meeting of the new calender year
6) Review all incidents to:
   a) accumulate and disseminate important learning points
   b) assure that all appropriate paperwork is maintained
7) Review and propagate alert procedures for:
   a) The ASRC
   b) Each Group
8) Support triannual and new applicant group reviews for compliance with ASRC operations policies, procedures, and standards
9) Provide an annual review and commentary on standing ASRC operational agreements with all outside agencies.
10) Support and define all BOD and ASRC operational concerns

Procedures:

Procedures:

1) The OC will hold open meetings where decisions will be determined by a simple majority vote. All OC members are granted the right to vote.

2) There is no quorem needed to enact OC business.

3) At a minimum, meetings will be held every time the BOD holds a regularly scheduled meeting. If the OO is not present, then any other OC member may call and chair the meeting.

4) The OO may call additional meetings on an as-needed basis.

5) All meetings and any decisions must be documented along with the appropriate data leading to the decision.

6) Any new OC business must be submitted at the meeting in writing.

7) Most new business tasks will be assigned to an ad hoc subcommittee to prepare the pertinent data for committee discussion and action.

8) Any changes to these procedures may be enacted by a simple majority vote of the committee members, but may be reviewed and changed by the ASRC BOD.

Special Concerns:

1) Between OC meetings, the OO may conduct time critical OC business. The CO should review the decisions at the next meeting.

not part of working draft

2) In ~~dire~~ special circumstances, the OO may be used to resolve any ongoing operational incident problems wherein the IC requires help or the majority of the GS questions the ICs judgement, as outlined in the operations manual. In the absence of the OO or when the the OO is on the scene actively participating in the incident, the ASRC Chairman or any other ASRC IC (if he or she is not participating) may be used to resolve the problems.

ASRC Training Committee Charter:

Purpose:

The ASRC Training Committee (TC) will oversee ASRC Training Standards, Procedures, and Qualifications in keeping with the established ASRC policies and guidelines given by (a) the ASRC Articles of Incorporation, (b) the ASRC By-Laws, (c) the ASRC General Membership, and (d) the ASRC Board of Directors (BOD).

Authority:

The ASRC BOD authorizes the TC to perform its tasks and duties in behalf of the ASRC BOD. The ASRC BOD retains the privilege of reviewing and changing any TC decision.

Membership:

The ASRC BOD will appoint and may dismiss the ASRC TC chairman, also known as the ASRC Training Officier (TO). Each ASRC group will nominate (and request the dismissal) one of its members to be the group's Training Officier in keeping with the ASRC By-Laws. Also in keeping with the ASRC By-Laws, each Training Officier must be approved by the BOD. Each group TO is a member of the TC. During any TC meeting, any Active ASRC Member may join the TC and are considered members-at-large. All members-at-large must renew their membership yearly.

Liasons:

All other ASRC corporate level committees and representatives are encourged to send some member(s) to each OC meeting.

Functions:

1) Yearly review and update of the ASRC Training Standards,
2) Yearly review and update of the ASRC training materials,
3) Yearly update of each individual member's training levels,
4) Provide an annual ASRC training Report, including:
   a) a summary of the previous years Training activities,
   b) the projected year's activities
   c) an estimate of the ASRC's long term training needs,
5) The yearly reviews will be presented at the first meeting of the new calender year
6) Develop and maintain a training manual
7) Develop and coordinate __ ASRC wide training events/yr.
8) Develop and coordinate __ ASRC regional training events/yr.
9) Support new applicant group training efforts,
10) Help the triannual and new applicant group review process
11) Support and define all BOD and ASRC training concerns,
12) Help the Group TO to fulfill the requirements listed in the ASRC By-Laws

Procedures:

1) The TC will hold open meetings where decisions will be determined by a simple majority vote. All TC members are granted the right to vote.

2) There is no quorem needed to enact TC business.

3) At a minimum, meetings will be held every time the BOD holds a regularly scheduled meeting. If the ASRC TO is not present, then any other TC member may call and chair the meeting.

4) The TO may call additional meetings on an as-needed basis.

5) All meetings and any decisions must be documented along with the appropriate data leading to the decision.

6) Any new TC business must be submitted at the meeting in writing.

7) Most new business tasks will be assigned to an ad hoc subcommittee to prepare the pertinent data for committee discussion and action.

8) Any changes to these procedures may be enacted by a simple majority vote of the committee members, but may be reviewed and changed by the ASRC BOD.

Special Concerns:

1) Between TC meetings, the ASRC TO may conduct time critical ASRC TC business and the group TOs may conduct group TC business. The TO should review the decisions at the next meeting.