

ASRC BOARD OF DIRECTORS MEETING

29 AUGUST 1992

Called to order at 10:45 hrs

ATTENDANCE:

OFFICERS:

CHAIR: David Carter
VICE-CHAIR: John Punches
SECRETARY: (Late) Bruce Hemmer
TREASURER: (Late) Patrick Turner

COMMITTEE CHAIRS: (3 retiring chairs sent written statements)

COMMUNICATIONS: Mark Eggeman (Newly Appointed)
MEDICAL: David Stooksbury (Retiring) **NOT PRESENT**
 Bob Koester (Retiring) **NOT PRESENT**
 Scott Shuffield (Newly Appointed)
OPERATIONS: Gary Mechtel (Retiring) **NOT PRESENT**
TRAINING: Peter McCabe
UNIFORM: Earl Evans

DELEGATES:

AMRG: Keith Conover, John Greenaway
BRMRG: Patrick Turner (Temporary Delegate while Bob
 Koester is on brief leave of absence)
ESAR 617: (Non-Voting) Nick Amann
MSRG: Peter McCabe
RSAR: Dennis Jordan, Kevin Dawe
SMRG: None
SWVMRG: John Punches
TSAR: David Carter, Earl Evans

OFFICER REPORTS:

CHAIR:

The Chair invited two guest speakers: Major Smith of VA CAP and Ralph Wilfong of VA DES. Brief notes taken before the secretary arrived are attached.

TSAR will sponsor a SAR Conference in Jan 93; a call for papers is being made. TSAR is also holding weekend FTM Training in September, with an admission fee of \$15 rather than the previously advertised \$50. Announcement attached.

The Chair wrote a proposed letter/ballot for the bylaw changes. A lack of response to this letter would be considered a positive vote, as it repeatedly warns the reader. A copy is attached. Some have expressed concerns as to the legality of this voting method and some research may be required.

We need a consolidated list of renewal dates for certification of groups, IC's and IS's. The training officer will produce such a list.

We should instigate a discussion at the group level of our proper role in disasters and how to prepare for it.

Art Dodds, Chair of the Appalachian Region of the MRA,

has requested clarification of whether representatives from the groups of the ASRC must be approved by the ASRC BOD. The minutes do seem to verify this, but more research is needed. He wants a list of names and addresses of approved delegates.

Peter McCabe will remain as Training Chair. Gary Mechtel, due to other commitments, will no longer be Operations Chair, and Dave Carter will assume those duties for now. Scott Shuffield of TSAR will be the new Medical Chair.

Jenny Burmester has replaced William Dixon as an ASRC BOD Delegate from SMRG.

An individual named Christopher Gordon Manuel is representing himself as "Area Coordinator for the ASRC" in Christiansburg. He is not a member. He has handed out fake business cards and purchased a phone at discount in the name of the conference. He may have been briefly associated with SWVMRG, but is no longer. The ASRC Chair and SWVMRG are taking action to stop his misrepresentative activities.

SECRETARY:

Minutes from last meeting (30 MAY 92) were accepted as written with the following amendment:

The second paragraph of the report entitled "Medical", on the second page, should read: "Our OMD for Virginia is Dr. George Lindbeck, OMD for the TJEMS area (the EMS council centered at Charlottesville). Our OMD for Pennsylvania is Dr. Keith Conover, of AMRG."

A filing cabinet was bought with the allocated \$75. It promptly fell apart and was returned.

Please make a copy for the Secretary of any paperwork distributed at ASRC meetings.

TREASURER:

The Hazel and Thomas law firm has been paid the full remaining amount due.

Funds borrowed from BRMRG were repaid.

Radio license fees and paging bills were paid.

COMMITTEE REPORTS:

TRAINING:

Standard FTM test development will begin soon. A "first cut" should be ready in January. Groups should submit any written or practical tests currently being used.

The standard FTL test is available on a tightly controlled basis. Each test will be individually prepared from the 100 questions currently formulated. Tests will be sent within a week of being requested by the group training officer.

A meeting of all training officers will occur this fall to address various issues.

Written report attached.

OPERATIONS: See attached letter.

COMMUNICATIONS:

A new license reportedly arrived but no one can find it. Our license is on a grace period until Oct 9; we must file our modification by then.

Written report attached.

UNIFORM:

A proposal for a standard uniform was distributed (copy attached). This proposal is to be discussed at the group level and to be adopted at the October ASRC BOD meeting after any necessary changes.

MEDICAL:

David Stooksbury submitted the attached letter in resignation as Medical Chair, with important comments on information needed for the VA EMS license renewal in DEC 92. His replacement, Bob Koester, also submitted an attached letter of resignation as Medical Chair. Scott Shuffield was then appointed to the position, having extensive appropriate experience and training in the military and elsewhere (see attached list of qualifications).

The OSHA blood-borne pathogens regulations do not apply to volunteers in Virginia. There is some speculation that when under DES liability coverage, we effectively become state employees, and the potential ramifications of this are being examined. It may be necessary/prudent to establish an "Exposure Incident Kit" containing the forms and procedures necessary to immunize anyone who does become exposed.

As a Pennsylvania EMS agency, we are required to offer free hepatitis B vaccinations to any EMT's or paramedics who will be operating in Pennsylvania. (Non-PA EMT's do have "hot-pursuit" reciprocity when responding to PA on a mutual-aid basis, as we do.)

A Wilderness EMT course will be offered in Pennsylvania in November. Contact Keith Conover of AMRG for information. Lesson plans, a prospectus for the textbook and an order form for the available text modules are attached to the file copy of these minutes at ASRC headquarters. A Virginia course might again become available in the next few years if funding and personnel can be found. The course requires previous EMT training and basic SAR knowledge.

GROUP REPORTS:

AMRG:

May have gained access to a Lear jet. Will soon be using a new pager system, though the primary alerting method should remain the same. Submitted attached written report and roster.

BRMRG:

Students are returning to Charlottesville, and a new training class will soon begin. David Stooksbury (IC) is no longer with us. Cady Soukup is now IS rather than IC. A cellular phone is being purchased. A second operational mast

has been acquired. The copier must be plugged into a surge protector to avoid costly repairs. The old BRMRG pager net may be used for BRMRG business. Old commo equipment is available for sale. No written report.

ESAR 617:

Studying tracking skills with Tom Cochran. University bought radios and technical gear. No written report.

MSRG:

Expanded communications capability includes 3 new ICOM handhelds for a total of 7. No changes have occurred in ASRC alerting procedures in MD and PA. Still awaiting AO training from BRMRG. Howard Co MD had a search, but proper alert procedures were not followed, so neither MSRG nor ASRC became involved. Howard Co will henceforth go through MEMA. Written report and training agenda attached.

RSAR:

Acquired donated computer. Al Baker (IC) is no longer with us. Written report attached.

SMRG:

Training five times a month. Participated in PR event at Montgomery Co Fairgrounds. Doing a fundraiser. No written report.

SWVMRG:

Received \$1500 grant. 2 new NREMT-B's, 2 new EMT-ST's, 2 new MSO's. Written report attached.

TSAR:

17 members completed MSO. Vertical at Raven's Roost Sept 12-13, FTM class Sept 18-20 and Oct 30-Nov 1. Written report attached.

OLD BUSINESS:

MARYLAND STATE POLICE MOU:

The attached motion concerning the MOU was modified by deleting the words "with the administrative support of the ASRC Operations Chief". The motion then passed. A copy of the 2-page MOU, entitled "MEMORANDUM OF UNDERSTANDING BETWEEN MARYLAND STATE POLICE AND THE APPALACHIAN SEARCH & RESCUE CONFERENCE, INC.", is also attached.

RADIO LICENSE RENEWAL: SEE COMMUNICATIONS REPORT ABOVE.

MEDICAL PROTOCOLS

Three field-durable copies of the current ASRC medical protocols were handed out to each group. These are copyrighted and were donated by Bob Koester. A plain-paper photocopyable version is available on request from Bob. (The field-durable copies can be purchased through Bob as well.) A copy should

get to each group chair and training officer.

ASRC BROCHURE:

Draft submitted (copy attached). Needs pictures. Send pictures or suggestions to Mark Eggeman.

IS TRAINING MATERIALS: No report.

STATUS OF 501-C3: Still need financial reports.

IS, FTL, FTM TEST: SEE TRAINING REPORT ABOVE

OPERATIONS MANUAL UPDATE:

David Carter is working on consolidation, addition of alert/dispatch procedures. Changes in proposed edition will be in a different print style.

TRAINING MATERIAL:

A motion to spend \$250 to buy an ASRC training resource lending library to be stored at the Locker in Charlottesville passed. Scott Shuffield will present the Secretary with a wish list. The Secretary will keep track of and maintain the library.

AMRG 36-MONTH REVIEW:

Peter McCabe moved that it be declared that **AMRG has met the requirements of the 36-month review**. Discussion showed that AMRG barely met its attendance requirements, with McCabe vouching for its attendance at one mission in question. The group's conference dues were paid, and the motion **passed**. Written assessment is attached to file copy of these minutes at ASRC headquarters.

ANNUAL MEETING REQUIREMENTS FOR SCC: No report.

THREE YEAR GOALS AND OBJECTIVES FOR ASRC CORPORATION: Tabled.

NEW BUSINESS:

ASRC RESPONSE RE-DEFINITION: Tabled.

GROUP RESPONSES TO LOCAL REQUESTS:

The current policy is that the group should contact an ASRC alert officer who will then contact DES and get a mission #. (An ASRC AO can be contacted using the ASRC pager net with a 100 code followed by the phone # to be called.) Contacting DES does pull the state into the picture, which could be a political issue.

PA SAR COUNCIL UNIFIED COMMAND STRUCTURE:

If two or more PA SAR Council member agencies are involved in a mission, they will adhere to the attached standard for unified command structure with a single IC. (A copy of a proposed ASTM standard for unified command structure

is attached to the file copy of these minutes at ASRC headquarters.

LOCATION OF FUTURE ASRC BOD MEETINGS:

A motion passed with two abstentions that all ASRC BOD meetings from October 1992 through April 1993 will occur in Charlottesville. The delegates from BRMRG will be responsible for arranging meeting space and may be able to arrange lodging as well, if needed.

FILING CABINET:

A motion to spend up to \$200 on a filing cabinet passed. The secretary will make the purchase.

10 YEARS OF SERVICE:

Mark Pennington, Keith Conover and Betty Thomas were recognized for 10 years of ASRC service.

READING:

Due to the time, the scheduled reading was cancelled.

Adjourned at 15:19 hrs

ASRC BOARD OF DIRECTORS MEETING
29 August 1992

AGENDA

Call to Order - Dave Carter, Chairman

Rules of Order:

1. May speak no more than three minutes to any single issue.
2. May speak ONLY if a member of the Board.
3. May NOT repeat points already made by another member.
4. Professional demeanor will be maintained.

Roll Call - Bruce Hemmer, Recording Secretary

Minutes of last Meeting - Bruce Hemmer, Recording Secretary

Treasurer's Report - Patrick Turner, Treasurer

ALL REPORTS WILL BE IN WRITING

Committee Reports:

Training - Peter McCabe
Operations - Gary Mechtal
Communications - Mark Eggeman
Uniform Committee - Earl Evans
Medical Committee - Bob Koester

Group Reports:

AMRG	Keith Conner	John Greenman
BRMG	Patch	
MSAR	Peter	to leave for leave
RSAR	Dennis	
SMRG		
SWVMRG	John	
TSAR	Dave	Earl

Chairman's Report, Dave Carter, Chairman

Ralph Wilfong - Responding to questions regarding his response to Chair's letter about ASRC's service to Va DES.

CAP Command Staff - Speaking to ASRC/CAP relationship

Staff Appointments

OLD BUSINESS:

ASRC MOU with Maryland State Police - Peter McCabe
Radio license Renewal - Mark Eggeman
Medical Protocols - Bob Koester
Brochure - Mark Eggeman
IS Training Materials

Status of 501(c)(3) - Bob Koester
IS, FTM, FTL Test - Peter McCabe
Operations Manual update - Dave Carter
Training Manual - Comparison report/Scott Shuffield
AMRG's 36 month review
Annual meeting requirements for SCC - Bob Koester
Three year goals and objectives for ASRC Corporation

From floor

NEW BUSINESS:

~~ASRC Response re-definition~~
Group response's to local requests

From floor

Reading - Scott Shuffield

Adjournment

SARCON 93

The Tidewater Search and Rescue Group, Inc (TSAR) is sponsoring Search and Rescue Convention 93.

The date: 30 JAN 93

The Place: Holiday Inn Executive Center, 5655 Greenwich Rd, Virginia Beach, VA.

Cost: \$20.00 per person if paid before 1 December 1992.

\$30.00 per person after 1 December 1992.

Room cost: \$55.00 regardless number in room and what kind of room (single, double, etc.)

TSAR is sponsoring this event in the hopes of bringing the Search and Rescue Community of Virginia together to share knowledge, skills, and Companionship.

The \$20.00 covers the meeting room, social event and administrative cost.

Registration from 0800-0900 sessions from 0900-1700. From 1900 until 2400 A "Pig Room", a reception with food, beverage and a cash bar will open for all conference participants.

CALL FOR PAPERS

If you are interested in presenting a paper, please contact Dave Carter at 804 466 8094(H) or 804 437 4635(W).

The following are the rules regarding papers:

Must be pertinent to SAR in the Wilderness (NOT collapsed building- now being called Urban Search and Rescue)

Must be typed double spaced, one sided, with 1 inch margins on either side.

Must not exceed thirty minutes of presentation time. If paper is selected you will be expected to present.

All papers received will be reviewed and those not chosen will be returned to the authors.

Papers selected will be collected in a "Proceedings" of the Conference and will be offered for sale to those interested. Cost will depend on the cost of reproduction.

Questions???? Call Dave.

Registration:

Name: _____ Organization: _____

Address: _____ City _____ ZIP _____

Send to: Dave Carter, 803 Townsend Ct. Norfolk, VA. 23502

Make Checks Payable to: TSAR, Inc

ASRC

BOD

8/29

- 1045 - Call to Major Smith, Fairfax, Va. (C. Barker)
- 1 - AMRG EISA - (note)
 - 2 - RSARG
 - 2 - ESARG

SCOTT acting as Rec Secy

- 1050 - Major Smith - IA CAP Address book
- Same goals/objectives toward SAR
 - Victim must be ultimate goal - more important than organization / it's self
 - Desire to work w/ ASRC (more)
- Ralph asks any new changes that will affect SAR operations
 (no major changes - however still in state of flux) no real change anticipated in Nat'l Emergency or standards (Emergency Services Plan)

(1055 - Secretary arrives -)

- Ralph gives "lot of credits" to CAP for it's efforts
- Major Smith lauds ASRC's efforts toward more amiable relations
- Peter McCabe asks re: cross training of CAP and non-CAP assets in other areas out of VA.
 (no guidance avail @ this point)
- Peter desires to see more large scale exercises (multistate & CAP)

APPALACHIAN SEARCH AND RESCUE CONFERENCE

P.O. Box 440, Newcomb Hall
Charlottesville, VA
22901

803 Townsend Ct.
Norfolk, VA. 23502

15 September 92

Dear Member,

We had hoped during the General Membership Meeting in April, and then at the BOD in July to have sufficient votes to change the Bylaws of ASRC to reflect the current status of the Organization.

We did not have sufficient votes to make changes to the By-Laws. The by-laws require a 2/3 votes of ALL active members. We needed 133 votes and we only had 74 (counting members present and proxies).

The Board of Directors still feels that we must change the By-laws and therefore authorized another General Membership meeting on 10 October 1992, 1030 Hrs at the Department of Emergency Services Training Room, 310 Turner Road in Richmond, VA. There will also be a BOD meeting. The sole purpose of the General Membership Meeting is to vote on a change to the bylaws.

We want to change the bylaws, Article V, 2 from "Amendments must receive a vote of two-thirds of the Active Members to be enacted." to read,

Amendments must receive a vote of two-thirds of the Active Members present or represented by proxy at a General Membership meeting to be enacted.

Proposed changes to the By-laws must be sent to all Groups at least thirty days in advance of the General Membership Meeting.

This change will bring the admendments to the By-laws in line with the requirements for admendments to the Articles of Incorporation.

The reason for the change has not changed, we have never been able to get a two thirds majority of the Active Members together to make a change. Thus, we are making trying again to change the by-laws. This change will enable us to make future necessary changes to our bylaws. Any bylaw change would still require a Membership or Special Meeting and this does not change the process already outlined in the Bylaws except for the number of votes necessary for a quorum and sending proposed changes out to the Groups at least thirty days in advance.

This time we are doing things differently.

The Form attached to this letter is a written vote. If you do not mail this written vote back to the Corporate address or give it to your BOD representative, we are assuming you are voting **FOR** the motion.

ONCE AGAIN A LACK OF RESPONSE WILL BE COUNTED AS A VOTE FOR THE MOTION.

I thank you on behalf of the Board and myself for your attention to this matter.

Sincerely,

David A. Carter
Chairman

I, _____, AS A MEMBER IN GOOD STANDING OF THE
APPALACHIAN SEARCH AND RESCUE CONFERENCE, INC (ASRC), DO HEREBY
VOTE:

FOR: _____

AGAINST: _____

THE MOTION THAT THE BY-LAWS TO BE CHANGED TO READ IN SECTION V, 2

*Amendments must receive a vote of two-thirds of the Active Members present
or represented by proxy at a General Membership meeting to be enacted.*

*Proposed changes to the By-laws must be sent to all Groups at least thirty
days in advance of the General Membership Meeting.*

THIS VOTE IS CAST FOR THE 10 OCTOBER 1992 GENERAL MEMBERSHIP MEETING CALLED
SPECIFICALLY TO VOTE ON THIS ISSUE.

SIGNATURE OF MEMBER _____ DATE

WITNESS _____ DATE

From: Gary Mechtel
Subj: ASRC BOD Meeting, 8/29/92
Date: August 29, 1992

I am unable to attend the ASRC BOD meeting today due to unexpected work conditions (I have ~ 40 hours of work to accomplish this weekend due to a change in a proposal deadline, the proposal is now due next Wednesday!) Therefore, with my deepest apologies, I offer the attached letter and the following comments:

If the following issues are brought forth for a vote here are my votes:

- 1) Accepting of AMRG as a full group in the ASRC: YES
- 2) Moving the meetings back to Lurray: YES
- 3) Accepting the proposed MOU with the Maryland State Police YES

As to operations:

1) The only comments I received from the functional decomposition of the non-incident site ASRC operational functions were from our fearless leader, Dave, which I have incorporated into the document. Therefore, since I am unable to attend this BOD meeting where we can talk about and reach a high level consensus, I propose that a special meeting be held to discuss these issues. I propose September 19 or 26. Furthermore I offer a number of possible locations: My home in Columbia Maryland, SMRG HQ (Northern Virginia), Richmond Va., Charlottesville Va., or Lurray Va.. My preference is for Northern Va. as a compromise location.

Please get a list of possible attendees and I will contact them individually to announce the exact location. The list can be passed to Peter McCabe.

Thanks,
Gary.

From: Gary Mechtel (ASRC Ops)
Subj: Dave Carter Letter, Dated July 7, 1992
ASRC Operations In the MidAtlantic Region
Date: July 29, 1992

0) Dave Carter presented a letter which discussed the ability of the ASRC to respond to meetings and to incidents.

1) The first item, item A, addressed standard procedures for requesting airlift.

2) The second item (item B) addressed the issue of where the BOD should meet.

3) Item C noted that ASRC response to inconvenient locations vs. convenient locations (e.g., Madison County)

4) Item D raised the issue of realism of having seven groups when it is extremely rare that all seven groups respond to any one incident.

5) Item E noted that the ASRC response is even worse during the week.

6) The final paragraph noted that members of the ASRC are attempting to increase the use of the ASRC in other states. Dave wonders if this is a wise procedure since the ASRC apparently does not do well in the Commonwealth.

I, for one, appreciate Dave's pointed questions. This is my attempt to provide some insight into these concerns. My response is biased by my views as a long standing ASRC BOD member and as an ASRC member who resides in Maryland.

There is a rationale for the present state of affairs (concerning ASRC expansion) and the attempt to increase our coverage region has been an ASRC goal for many years (as established by successive ASRC BODs). This approach has been encouraged by the acceptance of new ASRC groups in Maryland (ESAR) and Pennsylvania (AMRG). However, the details of any formal or informal established goals and their success or failure may not have always been well circulated amongst the various ASRC groups and members.

As to the lack of updated information and goal dissemination, I believe the problem has always been one of discipline, education, and consensus building. An example of this issue is the use of Aircraft. The procedure Dave outlined has been the norm for many years, yet whenever extreme distances are involved, various people and groups always ask airlift questions anew. Hopefully Dave's letter will address this issue for at least awhile.

The lack of information distribution is a many headed problem. First, many groups failed to participate in ASRC BOD meetings. Officially, each group elects two of their members to participate on the BOD. All ASRC members are also welcome at BOD meetings. Much of the conference business was conducted at the meetings so lack of participation led to lack of the "Corporate" knowledge, including many of the lessons, failures, and successes accomplished at the BOD level.

The lack of full participation at the BOD meetings has also been coupled with a terrible lack of participation at General Membership meetings. This is one place where attempts to educate the general membership has been poor for two reasons: first, the BOD has not done a good job of

education at the General Membership meetings and secondly, there has usually been a dreadful lack of participation at these conference wide meetings. The BOD has in the past made some attempts to improve participation at general membership meetings via such measures as having a pig roast and/or providing special seminars and training. At various other times the ASRC has also provided ASRC wide training weekends where the whole ASRC was invited for special training. These weekends attempted to cover such items as ASRC operations, consistency checks of standard training procedures, and special training standards.

Another major contributor to this problem has been an historic, consistent failure of the BOD to disseminate its issues, concerns, decisions, plans, etc.. Various attempts have been made to disseminate information, but these attempts have meet with nearly universal failure. From my perspective, these failures are mainly due to a lack of discipline on the part of past BODs. Such attempts include failure to maintain a 100% of the minutes of the BOD meetings, an inability to establish, let alone publish, BOD meeting agendas, a failure to maintain a conference newsletter, etc. This is not to say that these things were not attempted and often done, rather, that there was a lack of the interest and especially the discipline necessary to consistently maintain these functions.

This leads to the issue of why have a conference. A brief review of our history is worthwhile. Historically, the ASRC began with two groups--BRMRG and the Potomac Valley SAR Group (PVSARG). BRMRG was always the stronger of the two organizations. However, there were times when the support provided by PVSARG was instrumental in successfully conducting an incident. After some years PVSARG fell apart (due mainly to internal strife, circa 1980¹) and SMRG arose out of remains (circa 1980¹). Meanwhile, a new team was started in Southwest Virginia by an ex-college student BRMRGer (Henry St. Clair, circa 1982¹). Next, RSAR was begun again by an ex-college student BRMRGer (Todd L'Herrou, circa 1987¹) along with all the folks in Richmond who were SAR oriented. The Explorer post 616 changed its interest (from High Adventure to SAR) again under the influence of an ex-college student BRMRGer (Gary Mechtel, circa 1985¹). AMRG was begun in the same fashion (Keith Conover, circa 1984¹). TSARG was begun by Dave Carter (circa 1986¹).

The growth in the ASRC has mainly occurred just a few years ago. As such, the ASRC has spent some time coming to grips with the new order of things. Note that many of the new groups were initiated or sparked by ex-college students who were still interested in participating in SAR and came from the BRMRG environment. This continuing interest included providing SAR services in their new local environment (e.g., Southwest Virginia) and as part of the ASRC. This last point has three important consequences: (1) the new groups would be able to participate in a larger service region (the ASRC region) which implies each group would have more opportunities for participating in more incidents, (2) the ASRC would have more resources to call upon when prosecuting the larger number of incidents, (3) the ASRC would be able to offer more services based on the larger number of resources, (4) these new organizations would work within the operational constraints of the ASRC, and (5) that the new groups would train to the same standards. The last two points are necessary in order to maximize the overall system benefits, since having a larger manpower pool to draw from does not do much good if the people cannot work together.

We should also note, that from the beginning, the name (The Appalachian Search and Rescue Conference) and location of the groups (the Charlottesville area and the Northern Va/DC/Southern Maryland area) implied a wide area of response (e.g., multi-state).

Parallel to the last spurt of growth in the ASRC, the State of Virginia Office of Emergency Services has also become very involved in SAR. Ralph Wilfong has led the effort with strong support from

Mark Pennington. Hence the requirements developed for the ASRC (for supporting the state) have evolved from the initial requirements. For example, the state has moved progressively towards defining a common (though minimal) training standard for all levels of SAR participation.

All of this information is intended to provide an historical perspective to how and why the ASRC has arrived at its present position. To sum up, the following list presents the various reasons for having a large organization with multiple groups:

- (1) Multiple resources which operate under a unified command
- (2) Multiple resources which operate under a unified training standard
- (3) Multiple sites (i.e. groups) that provide for rapid response throughout the operational region.
- (4) Multiple groups so that the conference can offer services over the large region with some degree of confidence that some resources will be available. That is, as groups go through ups and downs in membership or participation, the service provided to the public will not vary.
- (5) Reduction in the amount of overhead to maintain such items as formal relationships (e.g., DES MOU, State EMS relationships, CAP relationships, Radio Licenses, etc.)
- (6) Name recognition, ASRC vs AMRG, SMRG, etc.
- (7) More respect and authority is accrued by banding together (e.g., if the ASRC wishes to contest a point, the ASRC would carry more weight than just SWVaMRG).
- (8) A wider variety of experts to draw upon, including expertise that comes from the work place.

These points must be compared to the following issues:

- (1) Additional overhead of coordinating and maintaining a large distributed organization.
- (2) Continual conflict between the rights of the groups vs the rights of the conference.
- (3) Maintaining discipline across a large organization where much of the loyalty is given to the local group.
- (4) Distributing funds/donations that are given to the ASRC due to incident participation.
- (5) The operational concerns of coordinating a large diverse set of groups and their responses to incidents
- (6) The training concerns of maintaining consistent training standards and ensuring that the training standards are met.
- (7) Individual members actions having an adverse impact on the conference's perception and capabilities.

From this perspective, we can see that the issues that bedevil the conference are all the negative issues embedded in maintaining a large, distributed organization. Moreover, with the advent of DES's investment of time and energy into SAR, DES now provides for a few of the concerns that drive the need for a large organization.

Now, I believe that there still is a role for a large conference such as the ASRC. I certainly acknowledge that significant changes should be made to the way in which we conduct business. I feel that the means of making these changes should be worked out at the BOD meetings so that everyone who has an interest can attend and voice their opinions. Consensus is a must, and I feel that this can ultimately only be accomplished via face-to-face meetings where all interested parties can bring to bear their concerns and issues.

As to the issue of out-of-state involvement, I believe that the ASRC must continue in this vein. I believe that there is a strong correlation between a group's strengths and the amount of local SAR activity it is involved with. Dave notes this in talking about responding to incidents nearer to

civilization (i.e., nearer to established groups). Many of my fellow SMRG members (and ESARs) also desire more local incidents. It would be far easier to participate, generate more enthusiasm, and raise more local interest if incidents occur in your own backyard. Moreover, appropriate publicity brings in more people and donations. Therefore, by limiting the growth of SAR participation in Maryland, Pennsylvania, etc., the groups in those areas would suffer.

Furthermore, the approach to many distributed groups outside the commonwealth would provide for more and better ASRC response inside the commonwealth. This follows for two reasons.

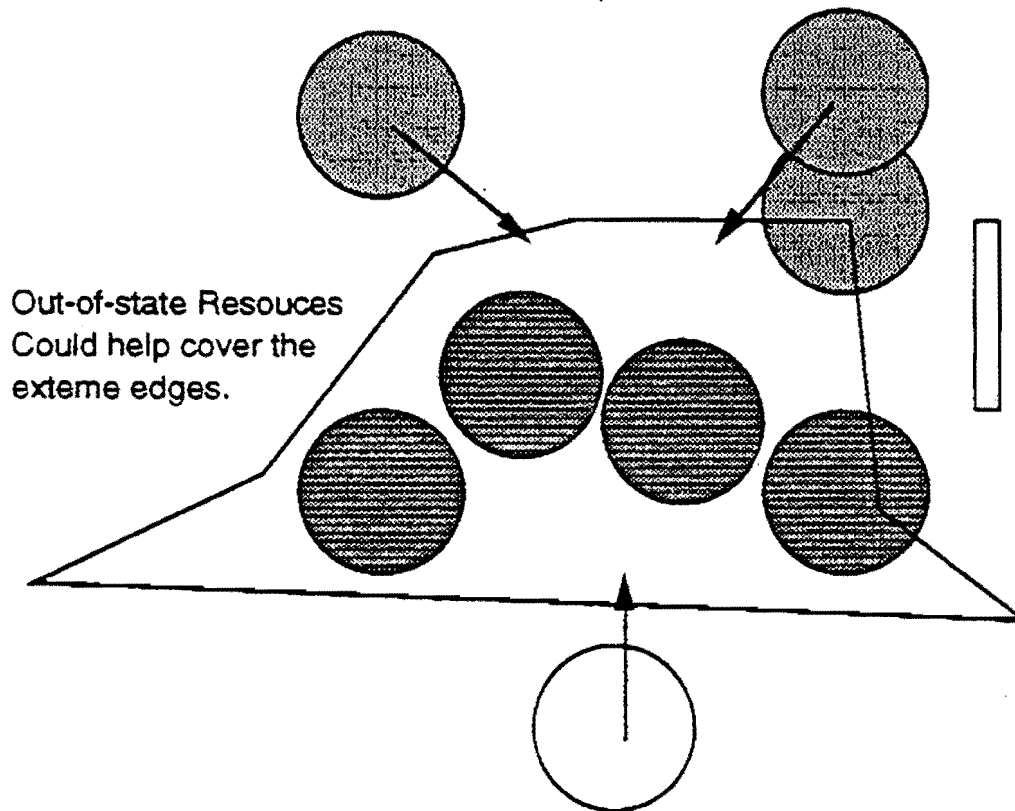
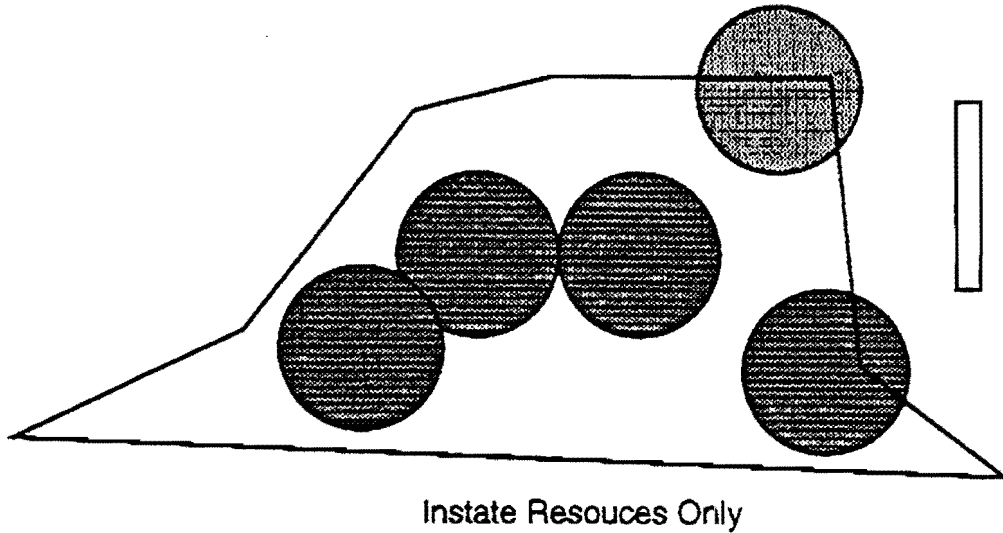
(1) First, consider the weekday problem. Usually, a few people can contribute time from their normal work day for incidents on a piece meal basis. However, this can only be accomplished when the incident is nearby. Hence, the local group(s) may be able to provide some coverage during the week (by trading off week-day duties for weekend duties) while the more distant groups could optimize their response for the weekend. Moreover, by having more resources, the conference can assume that the more people would be available during the week. Therefore, a wide pool of resources could allow for tailoring the ASRC response to maintain a minimal level of effort even during the week.

(2) Second consider the coverage as shown in the following figures. The first figure displays an approximation of the local initial coverage provided by those groups which have a significant in-state presence. The second figure shows where the out-of-state groups could provide significant additional coverage to support incidents along the edges of the state. This suggests that out-of-state groups actually support the edges of the commonwealth's coverage area. This concept is supported by actual performance. The search last December in northwest Virginia had significant support from AMRG and the ESARs. While the Manassis Air Search (North East Virginia) had significant ESAR support. The response problems in South West Virginia (which lead to this long discussion) are the result of not having any local resources in the area.

This suggests that if the ASRC wants to provide complete coverage to the Commonwealth, maybe we ought to consider more groups along the southern border!

Therefore, I strongly believe that the growth outside of Virginia is beneficial to the ASRC and has been supported by our historic vision and our acceptance and implementation of past ASRC growth. If the ASRC were to now choose to limit ourselves to just Virginia, I fear that AMRG and the ESARs would essentially quit the conference. Moreover, SMRG would again be further broken up as those members who wish to participate in Maryland either form a new group, or form a new groups and divide their loyalty between organizations, or join the ESARs. Beyond severely damaging 2 1/2 groups of the conference, the lack of groups outside the commonwealth would impact the ASRC performance inside the conference.

A final note. The ASRC should be concerned with our final goal. That is to help others. All along, the ASRC has believed that we offer something special in terms of our training and operations. We are proud enough to believe that the ASRC has something very important to offer both in Virginia and elsewhere. Therefore, I believe that offering these services outside of Virginia to neighboring states (provided that the operational conditions are similar) is in the best interest of those in need.



¹ The dates are approximate (due to my memory) and since the formation and acceptance of a group takes years: from the initial formation, to ASRC BOD approval of a probationary group, to the ASRC General Membership acceptance of Full Group Status. Also, the names are not meant to be inclusive since many people are involved. However, one person tends to be the catalyst who sparks the development of the new group and/or who brings the knowledge to the new group.

APPALACHIAN SEARCH & RESCUE CONFERENCE
TRAINING OFFICER REPORT

AUGUST 1992 ASRC REPORT

RAM

1. ASRC Training Standards and Training Manual

GTOs were asked on July 28 to send a list of reference materials your group uses in its FTM training program. It was emphasized that materials could be in any format, published or otherwise. We are attempting to gather basic information on what each ASRC group uses to conduct its training.

2. FTM Test Development

As earlier indicated the picture still is clouded. The original development team never got together for initial work. Gary Schlueter/ESAR 616 and John Panches/SWVMRG will be working on this project. Another person will be selected to work on this task force.

The revised for this project is to gather materials during the next 45 days and develop a first cut of the FTM test not later than January 15, 1993.

3. FTL Test Development

The FTL written test has been developed and formatted. Many thanks to Lisa Hannon (then working with SMRG, now back at BRMG), Jenny Burmester (SMRG) and Bruce Hemmer (BRMG). This test will be ready for use by GTOs on September 1, 1992.

The written test is 100 questions. There are 7 sections with established questions in each section. Each question is worth one point. To pass the test, individuals must have at least 70% correct IN EACH SECTION of the test. Sections of the test may be retaken at the discretion of the ASRC Group Training Officer, but only after requesting a new copy of the test. The following guidelines have been established:

- When requested by the GTO, a copy of the FTL test and the answer key for that test will be mailed to the GTO. Each test page will be individually numbered, encrypted and dated.
- The test is not to be photocopied or reproduced in any manner. This test is copyrighted by the ASRC and is the property of the Appalachian Search & Rescue Conference, Inc.
- All completed written tests, when scored, are to be returned, along with the answer key to that test, to the ASRC Training Officer. Group training officers should enclose a note with each returned test indicating the results of the total FTL evaluation for each candidate.
- Persons successfully passing the written and field evaluation will be noted in designated ASRC rosters as Field Team Leaders.

Continued on Previous Page

APPALACHIAN SEARCH & RESCUE CONFERENCE, INC.

Post Office Box 440 - Newcomb Station

Charlottesville, Virginia 22904-0440

FIELD TEAM LEADER WRITTEN TEST - VERSION 1.1

Introduction

The following is the written Field Team Leader (FTL) test for the Appalachian Search & Rescue Conference, Inc. (ASRC). This written test is administered by Group Training Officers who are appointed or elected by individual ASRC member groups, and commissioned by the ASRC.

The effective date of this FTL written test is September 1, 1992. The complete evaluation of the FTL candidate includes a field practicum evaluation as well as this written test. In Version 1.1, the FTL field practicum evaluation is developed independently by Group Training Officers. Both procedures are conducted and monitored by Group Training Officers with results reported back to the ASRC Training Officer at the above address.

The ASRC written FTL Test has 7 sections with established questions in each section:

			# Right Answers Needed to Pass Section
I	wilderness medical and travel survival	20 questions	14
II	rescue rope work	10 questions	7
III	aircraft	10 questions	7
IV	communications	10 questions	7
V	operations	20 questions	14
VI	management	15 questions	11
VII	navigation	<u>15 questions</u>	11
Total =		100 questions	

Scoring

Each question is worth from 7 to 14 points. To pass the test, individuals must have at least 70% correct **IN EACH SECTION** of the test. Sections of the test may be retaken at the discretion of the ASRC Group Training Officer, but only after requesting a new copy of that section of the test.

Personal Items Needed For Test

Individuals taking this test will need an orienteering compass, paper and pencil. No other materials are necessary.

Testing Time Limit

The time limit for taking this test is 90 minutes.

Notices:

1. This written test is not to be photocopies or reproduced in any manner. This test is copyrighted by the ASRC and is the property of the Appalachian Search & Rescue Conference, Inc. Each test is individually printed with unique identifiers which are both public and private.
2. All completed written tests, when scored, are to be returned to the ASRC Training Officer at

the above address. Group training officers should enclose a note with each returned test indicating the results of the total FTL evaluation for each candidate.

3. Persons successfully passing the written and field evaluation for the Field Team Leader certification will be noted in designated ASRC files and registers of Field Team Leaders when all testing materials are returned to the ASRC Training Officer.
4. During the next year it is planned that this written test will have several different -- but similar -- versions.

ASRC Communications Secretary Report
August 1992

Recoordination of Tactical frequencies license;

- * Modification has not been sent in; awaiting checks and copy of current license.
- * FCC Data Base has KA8-1962 listed as expired on 9-Apr-92. The current license copy (expiration date: Apr-97) may not be valid. The effects of this are:
 - The current license copy must not be distributed. This was already instructed, as this copy will be invalid when the modified license is received.
 - A possible minor administrative hassle with the modification.
 - If the modification has not reached the FCC by 9-Oct-92, this could become a definite administrative hassle. The FCC provides a 6 month grace period to reapply for an expired license. The license may be used during that time.
 - A new call sign may be issued with the new license.

License Agreements (for use of KA8-1942 when ASRC not present):

These will be up for renewal when the modified license is received. Board approval is needed.

All three organizations have requested continuance of their agreements. Organizations are:

Triangle Rescue Group
Eastern Region of NCRC
Robertson Association (for 1 Week a Year)

- ++ At the June meeting Communications Secretary requested that the board approve renewal of the three agreements. The board has not acted on this at this time.

License Agreement for use of VA MED Channels.

Will be requesting copy of current VA license. The one that came with the letter has expired.

Proposal

APPALACHIAN SEARCH AND RESCUE CONFERENCE
UNIFORM POLICY

Shirts: Shall be blue long or short sleeve. T-shirts with appropriate ASRC logo, may be worn at base or in the field.

Pants: Shall be suitable and adequate for weather and terrain. 100% cotton is discouraged.

Coveralls: Blue coveralls may constitute an acceptable ASRC uniform for field personnel.

Hats: A baseball cap, blue or orange, bearing the ASRC patch or a logo approved by the BOD is acceptable.

Helmets: May be worn anytime, but shall be worn when mission dictates. Helmets shall meet ANSI 289.1, OSHA 1910, or UIAA standards.

Coats/Jackets: Shall be suitable for weather and terrain.

Shoes: Shall be suitable for weather and terrain.

Patches: The ASRC patch shall be worn on the left sleeve of the shirt, coveralls, coat, or jacket below shoulder seam. An armband may be used to display an ASRC patch on coveralls, coat, or jacket. A patch or a patch and rocker showing medical certification may be worn on the right sleeve below shoulder seam.

Training level rockers matching the ASRC patch may be worn below the ASRC patch. Allowable rockers are as follows: "IC" or Incident Commander", "IS" or "Incident Staff", "FTL", and "FTM". Other rockers may be added as additional levels are developed.

The Commonwealth of Virginia patch may be worn over the left pocket.

Pins: A 3/4 inch by 3 inch ASRC name tag, blue with white lettering shall be worn over right pocket. Members name shall be on top with 1/4 inch lettering and APPALACHIAN SEARCH AND RESCUE on bottom with 1/8 inch lettering.

No additional patches, rockers, pins, etc. shall be added to the ASRC uniform without the approval of the BOD.

Uniforms shall be worn at all missions, may be worn at training, and should be worn when representing ASRC at any public functions. ASRC members will conduct themselves in a professional manner.

→ NOTE: THIS WOULD REMOVE THE MDA PATCH!

August 1992

To: Dave Carter, ASRC Chair
From: David E. Stooksbury, Medical Chair

Since I will be moving to Atlanta on August 16, I am mailing my report to you and all group chairs and training officers. "I have done educated myself out of a job".

The ASRC's Virginia EMS Agency License comes up for renewal in December 1992. This renewal involves a site inspection of the Locker in Charlottesville. It must be cleaned and well organized. More importantly, it includes an inspection of our personnel training files. The state is specifically looking for photocopies of the following:

1. Current CPR card for each member
2. Current EMT (ST/CT/PM) Certificate for each member we are claiming to be an EMT (ST/CT/PM).
3. Other appropriate training certificates (FTM/FTL/MSO/VAVRS/Stand. F.A./Adv. F.A.)

The state checks our files against the rosters furnished by each group. If a group's roster is out of date, it makes our files look out of date. To assist in our renewal, each group needs to send to the Locker BEFORE November 1, 1992 the following:

1. Up to date group roster listing the highest valid medical certification for each member.
2. Photocopies of valid CPR cards, EMT certificates and other appropriate training certificates.
3. File folder for each group member with the above mentioned photocopies.

I realize that this is a great deal of work for each group, but with over 200 members, this is the only practical way. The medical chair will still have to put in several days of paper work prior to the state inspection. The paper work includes cross checking and updating the state computer sheets. The medical chair will also need to clear-up discrepancies between group rosters and training files before the inspection. From personal experience, the more assistance from each group, the easier this large paper work task is accomplished. Please don't make the new medical chair have to spend time tracking down missing groups. This job is irritating enough.

As requested by ASRC Chair, Dave Carter, enclosed is a copy of the present ASRC BLS medical protocols to all group chairs and group training officers (therefore each group will have two copies). These are the same protocols

that were handed out to each group at the December 1990 General Membership Meeting in Charlottesville. Apparently, some groups have misplaced their copies. Each group is responsible for giving copies of the BLS protocols to its members. These protocols may be photocopied only for ASRC use. Field durable copies may be purchased from Robert Koester. Bob will ~~probably~~
NOT be at the August BOD meeting.

As far as the questions raised about OSHA's *Final Rule on Occupational Exposure to Bloodborne Pathogens*, volunteer agencies are exempt from OSHA standards (see the enclosed *EMS Exchange*). However, from an ethical point, we need to insure that all ASRC members know and follow proper infection control procedures. This probably needs to be made a training standard for FTM.

Clarification from last BOD meeting. Our OMD for Virginia is George Lindbeck and for Pennsylvania it is Keith Conover. We do not have an OMD for Maryland. When we get an Maryland OMD, it may make the ASRC easier to "sell" in Maryland.

Since I have been Medical Chair since April 1990, where do I see our medical needs now?

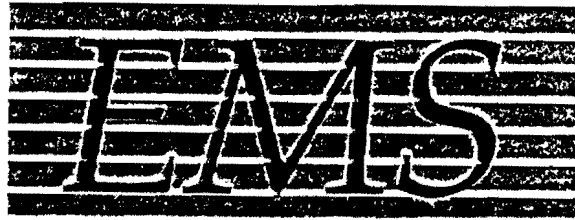
1. An OMD for Maryland. ESARs and SMRG are obviously the groups that can best accomplish this task.
2. Develop as part of our FTM training, knowledge of proper infection control procedures.
3. ALS outside of TJEMS after the a statewide drug box is approved. This is still 3 to 5 years away.
4. A continuation of our emphasis on the local rescue squad taking over proper patient care as soon as possible. This is both a practical and political matter.
5. Development of an ASRC call sheet designed specifically for wilderness EMS.

Sincerely yours,



David E. Stooksbury
ASRC Medical Chair

3082 Greenbrook Way
Atlanta, GA 30345
(404) 325-4094



E X C H A N G E

Spring 1992

The Virginia Division of EMS

EMS Do Not Resuscitate Order System Under Development

The impending death of a loved one is a difficult and emotional situation coupled with a human need to "get help". Often, those who call EMS only want transportation and comfort care for the dying patient. Under present law, and based on a recent interpretation by the State Attorney General, EMS personnel have no choice but to begin CPR on any patient in cardiopulmonary arrest. This must be done regardless of a "Living Will" or other evidence of the patient's desire to forego such resuscitation.

A task force of ED physicians, EMS personnel, and health care lawyers was formed by the Department of Health, Division of EMS (DEMS), to discuss possible solutions to this problem. The first step was to seek legislation which authorizes EMS personnel to follow easily identified Do Not Resuscitate (DNR) Orders, subject to certain conditions and safeguards. Such legislation, Senate Bill 360, has been approved by the 1992 Virginia General Assembly and will become effective July 1, 1992.

SB 360 authorizes qualified EMS personnel to follow EMS-DNR orders for adult patients in the pre-hospital setting. The DNR Orders would be based on the patient's wishes and/or advance directives and the attending physician's determination that the patient has a terminal condition and should not be resuscitated.

The Board of Health will adopt regulations to govern the program. DEMS will develop and provide a standard recognizable EMS-DNR Form, to be completed by the patient or a surrogate decision-maker and the attending physician. Forms will be available to physicians through hospitals and local health departments. A unique hospital-type bracelet or wrist band, will be issued with the executed EMS-DNR Form. The band will provide EMS personnel quick identification of a DNR candidate.

Protocols describing the EMS-DNR program will be developed and distributed to all Virginia EMS agencies. This information will define procedures to be withheld and those to be performed to provide "comfort care".

The June 1992 EMSAT Broadcast will include a review of the entire EMS-DNR program. A separate video tape will be produced and distributed to all EMS agencies for in-service education. It is anticipated that all EMS-DNR protocols, forms and educational materials, with the possible exception of the video tape, will be available by the effective date of the legislation, July 1, 1992. *

EMS Infection Control & OSHA

In March, a memo from DEMS director Susan McHenry about OSHA's *Final Rule on Occupational Exposure to Bloodborne Pathogens* was sent to all EMS, fire and law enforcement agencies in Virginia. Please take note of this important information and distribute it to your members. It contains the very latest news on infection control and includes the official OSHA standards and guidelines as well as dates and locations of OSHA training sessions. Even though volunteer agencies are exempt from the OSHA standards, the information is very valuable. Also, be looking for a comprehensive infection control handbook to be completed and distributed to all EMS, fire and law enforcement agencies in May.

I N S I D E

■ 1991 Statewide EMS Award Winners

■ EMS Public Awareness Survey Results

■ EVOC Requirements Clarified

■ Continuing Education Update

■ 1992 State EMS Symposium

■ EMSAT Information



BLUE RIDGE MOUNTAIN RESCUE GROUP

Dave Carter
BRC Chairman,
Box 440
Charlottesville, VA

Scott Shuffield's Quals

- NAVY HOSPITAL CORPSMAN 21.5 yrs
(Clinical, Emergency & Field Experience)
- NATIONAL/STATE CERTIFIED EMT-B
- WILDERNESS EMT CERTIFIED (SOLO - CONWAY, NH)
- CRITICAL INCIDENT STRESS DEBRIEF COURSE (JFF MITCHELL)
- USAF PARARESCUE ADVANCED CASUALTY CARE COURSE
- USNAVY COLD WEATHER MEDICINE COURSE (BRIDGEPORT, CA)
- SIX YEARS SAR EXPERIENCE (ALASKA, MAINE, VIRGINIA)
- THREE YEARS NAVY SURVIVAL INSTRUCTOR (MEDICAL DEPT HEAD)
(~~REVISED~~ REVISED SURVIVAL MEDICINE TRAINING PROGRAM)
-

Allegheny Mountain Rescue Group, ASRC
Board of Directors Meeting Report
August 28, 1992

1. Missions: Since our last report, AMRG has participated in several missions. Last month, we were contacted for a search a few miles north of Pittsburgh, but a find was made just as our team arrived on the scene. We have sent out teams on several recent Virginia searches, only to be turned around soon after dispatched due to a find.

2. Public Relations

Some local press reporters and photographers attended a recent training session at McConnell's Mill State Park. The resulting articles caused a flurry of interest, and it looks as though we've got two good new members as a result.

We recently held a Hug-A-Tree instructor course, and plan to start teaching the course in earnest in the fall. STAT (the helicopter service) will be buying the slide set and donating it to us.

We have two new informational folders (copies attached). These are printed with the new WinJet 800 board Keith got for his LaserJet II to allow 800 DPI printing, then copied. If any other Groups would like to make use of this service on a regular, just call Keith at 412-561-3413 (H) and submit an ASCII file that can be updated as you need a new version.

3. Training

Dave Knorr is our new Training Officer, replacing Jane Kuzniewski, R.N., who is off to Nome, Alaska to work as a backcountry nurse for a year or two.

We continue an active training schedule, and hope to start more active joint training with ESAR and SMRG. We have been waiting for standard ASRC-wide testing, so we have several people who probably meet the standards for higher levels, but just haven't had a chance to test yet.

4. Membership: Current status is:

Active Members: 28. IC: 1; IS: 4; RS: 3; FTL: 8; FTM: 6; CQ: 11

Probationary Members: 3

"Prospective Members" due to be voted in soon as Probationary Members: 7

Sustaining members: 13

5. Operations:

for the last mission, when it looked as though a rapid long-distance rescue response might be needed, it looked like STAT would be willing to use Angel 4, a LearJet, to transport an AMRG team to Virginia.

We will be switching to a new pager system, still commercial, but with a better company. We are using the standard ASRC codes. The current Group pager number is (412) 645-0932; we will provide the new number when it is established. This is only a backup to our primary alerting number at STATCOM: 1-800-MED-STAT in Pennsylvania, (412) 647-7828, or locally, STATCOM on 155.265 MHz FM, no PL tone.

ESAR 616 TRAINING AGENDA -- 1992-1993

Updated to:

DATE	CLASSROOM/PRACTICUM TOPIC	WEEKEND TRAINING	ADVISORS/INSTRUCTORS
September 1992			
3	Th		McCabe/Post Officers
8	T		McCabe/Post Officers
12-13	wknd	Rappelling & Rock Climbing (Harpers Ferry)	McCabe/Baruth
14	M Bus	and MRA team training	
20	Sun ☐	NPS/Great Falls Trail Safety & Intro MRA Training	
21	M		
26	S	Maryland Mudder, McKelden Area, Patapsco State Park	
27	Sun	FTM Field Test and NPS/Great Falls Trail Safety	
27	Sun ✓		
October 1992			
2-4	F-Sun I	Baltimore Council Explorer Fall Conference - Ocean City	
4	Sun	FTM Field Test and NPS/Great Falls Trail Safety	
5	M Bus		
10-11	wknd	Shenandoah Nat Park for land navigation, & wild survival trng	
10	S	ESAR-Philmont Rangers Campfire Program at District Camporee	
12	M		
17	Sun	NPS/Great Falls Trail Safety	
19	M		
25	Sun ☐	NPS/Great Falls Trail Safety and MRA Team training	
25	Sun ✓		
November 1992			
2	M Bus		
6-7	F-Sat	Red Cross CPR/BLS and CPR/BLS recertification	Hoerner/____
9	M		
13-15	F-Sun	Session #1, Red Cross Advanced First Aid	Hoerner/____
15	Sun ☐	NPS/Great Falls Trail Safety and MRA Team training	
16	M		
20-22	F-Sun ☐	Proposed ASRC Training Simulation Weekend	
23	M		
29	Sun ✓		
December 1992			
6	Sun ☐	NPS Great Falls and ESAR-616 MRA Team cross training	
7	M Bus		
6-8	F-Sun	Session #2, Red Cross Adv First Aid + Test	Hoerner/____
12-13	wknd ☐	FTM field training at Sugarloaf Mtn	
14	M		
28	M		
January 1993			
4	M Bus	Backpacking and NH training in Pennsylvania	
8-10	wknd		
11	M	Klondike on Friday nite & Sat + winter bivouac opportunity Sat nite w/field training Sunday	
15-17	wknd	MRA Team training	
24	Sun ☐		
25	M		
31	Sun ✓		

MARYLAND SEARCH & RESCUE GROUP
(ESAR-616)

AUGUST 1992 ASRC REPORT

The following summarizes Group activities since the last ASRC meeting.

- ▶ Group communication equipment has been enhanced with the addition of three (3) ICOM H-16 VHF radios. The Group now has 7 Group owned hand-held radios. Other equipment acquired includes a 100 watt amplifier for field applications. Other amplifiers include a 40 watt and a 50 watt. In addition, a Motorola Convertacom unit (transforming a hand-held radio into a base station array) is being retrofitted to serve that purpose for ICOM radios. This will be the second base station array in the Group.
- ▶ Plans are underway for winter training in New Hampshire at Mount Washington during February 1993 as part of the Group's ongoing MRA winter training requirement. This is the 7th year of winter training in New England.
- ▶ The Group continues to provide trail monitoring and visitor safety services at the C&O National Historic Park at Great Falls, Maryland. Plans are being developed for cross-training in technical rescue with the Park's SAR team sometime in the late fall.
- ▶ Earlier this month, 5 members of the Group participated in a white water program in Georgia, and basic climbing training in North Carolina.
- ▶ No changes have been made with the ASRC alerting procedures in place with the Maryland Emergency Management Agency, or with the Pennsylvania Emergency Management Agency. Both agencies utilize EIS. We are awaiting training from the ASRC Alert Officer as earlier agreed on.
- ▶ A request for SAR from the Howard County Police Department on 16 August was not handled appropriately by that Department. Rather than utilize their computerized support services system, in place for several years, they tried to telephone McCabe, left a message, and never followed through with calling secondary numbers in their system. We have asked them to discard the information they presently have and simply call the Maryland Emergency Management Agency for referral to ASRC. The search was for a despondent 17 year old male missing overnight near a major reservoir area bordering Howard and Montgomery Counties. The call for assistance was received at 0805 hours on 16 August with a status-one find at 1330 hours with a walkout. Mid-Atlantic Dogs and the Maryland State Police participated in the search along with local authorities from both counties.

February 1993

1	M Bus	ESAR/FTM TEST MODULE: Land Navigation
6	M	ASRC Protocols: Air Operations
10-15	road trip	
22	M	Review and individual tutoring
28	Sun <input type="checkbox"/>	
28	Sun <input checked="" type="checkbox"/>	Advisors/Officers Meeting
28	Sun	ASRC Field Team Member (FTM) skills

New Hampshire Trip
MRA Team training

DATE CLASSROOM/PRACTICUM TOPIC

March 1993

1	M Bus	ESAR/FTM TEST MODULE: Search
5-7	wknd	
8	M	Working with SAR Dog Teams
14	Sun	
15	M	ESAR/FTM Review and individual tutoring
20	Sat	
21	Sun	
28	Sun <input type="checkbox"/>	
28	Sun <input checked="" type="checkbox"/>	Advisors/Officers Meeting
29	M	ESAR/FTM Review and individual tutoring

WEEKEND TRAINING

ADVISORS/INSTRUCTORS

ASRC-wide simulation TBD
MRA Team evaluation
Air Ops Training/Briefing -- Maryland State Police
NPS/Great Falls Trail Safety
NPS/Great Falls Trail Safety and MRA Field Training

April 1993

6	M Bus	ESAR/FTM TEST: Rescue
9-18		Howard County School Vacation
11	Sun	
16-18	F-Sun I	
17	Sun	
19	M	Make-up for FTM Test Modules at designated teaching stations
23-24	Fri-S O	
25	Sun <input type="checkbox"/>	
25	Sun <input checked="" type="checkbox"/>	Advisors/Officers Meeting
26	M	ESAR/FTM and FTL Written Evaluation/Personal Conferences

NPS/Great Falls Trail Safety
Baltimore Council Explorer Spring Conference
NPS/Great Falls Trail Safety

Tentative ASRC Dogwood Race Operations
NPS/Great Falls Trail Safety and MRA Team training

May 1993

2	Sun	
3	M Bus	Vertical Rescue Haul Systems
7-9	F-Sun	
10	M	Swift Water Safety & Water Rescue
17	M	ESAR Feast
22	S	
23	Sun <input type="checkbox"/>	
23	Sun <input checked="" type="checkbox"/>	Advisors/Officers Meeting
24	M	Post Meeting

NPS/Great Falls Trail Safety
ESAR (FTM) and FTL practical field evaluations

Swift Water Safety & Water Rescue Practicum
NPS/Great Falls Trail Safety and MRA Team training

29 AUG 92

RSAR

- ① BOOTH AT RICHMOND'S DAY WITH PARK WITH A FRIEND
- ② HAD A IBM AT COMPUTER & RELATED SOFTWARE DONATED BY
- ③ WILDERNESS FIRST AID CLASS - TAUGHT BY BOB KOESTER APPROX 8-10 ATTENDED FROM RSAR
- ④ MISSIONS - NOTHING SIGNIFICANT
- ⑤ IC - AL BAKER MOVED WE NOW HAVE ONLY 2 +

Southwest Virginia Mountain Rescue Group
SOUTHWEST VIRGINIA MOUNTAIN RESCUE GROUP
BOARD OF DIRECTORS REPORT
AUGUST 28, 1992

- * Received the EMS Recruitment and Retention Mini-Grant for a total of \$1,500.
- * Had eight members respond to the Botetourt Mounted Search and Rescue Unit simulation which led to ...
- * Ten members responding to the first weekend of the Floyd County search; which led to ...
- * Six members responding to the second weekend of the Floyd County search.
- * Have presented nine Hug-A-Tree / PSAR programs to over 120 children and adults, and are scheduled to present at least four more in addition to those to be presented in Halifax County Schools before winter.
- * Have two new NREMT-B's and two EMT-A's have become EMT-ST.
- * Had six members respond to the July 4th First-Aid station at the mall in Washington, D.C.
- * Had two members attend and complete MSO.

Tidewater Search and Rescue

August 28, 1992

TSAR has responded to 2 missions
1 in Gloucester County, 1 in FLOYD CO.

Graduated 17 people from M30 class. Two
police departments were represented in
the class.

TSAR will conduct its annual vertical
training at Raven's Roost, September 12th & 13th.
Anyone who is wishing to participate is
welcome to come. Camping arrangements
have been made at Sherando Lake, for
information contact Earl Evans, 693-4391.

T-SAR will conduct an FTM Class, starting
September 18th-20th and ending 30th October -
November 1st. Cost will be \$15.00. Location will
be Newport News Park, for information
contact Dave Carter 466-8094.

MOTION

MEMORANDUM OF UNDERSTANDING

MOTION

A motion is made to proceed with a Memorandum of Understanding (MOU) with the Maryland State Police for provision of ASRC services in Maryland. Subject MOU is similar to the MOU between the ASRC and the Virginia Department of Emergency Services. In Maryland, the Maryland State Police are responsible for all lost person search and rescue activities. The motion further empowers the Maryland Search & Rescue Group (ESAR-616), with the administrative support of the ASRC Operations Chief, to complete negotiations for this MOU and, without delay, to prepare the final document(s) for the signature of the ASRC President.

It is requested that the ASRC President be authorized to respond to an incident in Maryland by anyone other than the Maryland State Police, i.e., local or county government authorities, the ASRC will contact the Maryland State Police and advise them of the request.

(1) Where volunteer search and rescue resources from the Appalachian Search & Rescue Conference are used as a state resource, those ASRC resources acting within the scope of a recognized volunteer service, are protected by the Maryland Tort Claims

MEMORANDUM OF UNDERSTANDING

WOMTOM

BETWEEN

MARYLAND STATE POLICE

AND

THE APPALACHIAN SEARCH & RESCUE CONFERENCE, INC.

1. PURPOSE

The purpose of this Memorandum of Understanding is to define the operational relationship between the Maryland State Police, and the Appalachian Search & Rescue Conference, Inc. (ASRC) whenever the ASRC provides volunteer ground search and rescue services to Maryland State Police.

2. BASIC GUIDELINES

The Maryland State Police is the designated search and rescue services coordinator and responsible agent in Maryland. When the ASRC provides services to the Maryland State Police, the ASRC comes under the operational control of the Maryland State Police.

3. TERMS OF UNDERSTANDING

- A. When the Appalachian Search & Rescue Conference is considered a "state resource," operating under the authority of the State of Maryland in responding to a search and rescue incident, the following terms and conditions will be recognized.
- (1) When the Appalachian Search & Rescue Conference is requested to respond to a search incident by the Maryland State Police, the State Police will advise the ASRC of the incident number and enter a note in its operations log authorizing the ASRC to respond as a resource of the State of Maryland.
 - (2) If the Appalachian Search & Rescue Conference is requested to respond to an incident in Maryland by anyone other than the Maryland State Police, i.e., local or county government authorities, the ASRC will contact the Maryland State Police and advise them of the request.
 - (3) Where volunteer search and rescue resources from the Appalachian Search & Rescue Conference are used as a state resource, those ASRC resources, acting within the scope of a recognized volunteer service, are protected by the Maryland Tort Claims

Act [Maryland State Government Code Annotated at §12-105].

- B. The Maryland State Police reserves the right to allocate Maryland state resources to a particular search and rescue incident based on availability, appropriateness and the resource needs of other incidents that may be in progress or that may develop.
- C. The Appalachian Search & Rescue Conference may provide services to any agency, group, or individual to whom it wishes to respond. The State of Maryland does not assume any responsibility, nor does it exercise any control, in situations where a response is not at the State's request or with the State's authorization.
- D. When the Appalachian Search & Rescue Conference provides services in Maryland, it is understood the Conference will select a representative at the incident site to serve as the Conference's liaison to the responsible agent.
- E. This Memorandum does not preclude the Appalachian Search & Rescue Conference from participating in ground search and rescue activities for lost persons in which the Maryland State Police is not a participant, and conversely this Memorandum does not require the Maryland State Police to include the Appalachian Search & Rescue Conference in its search and rescue activities.

4. DURATION

This Memorandum shall remain in effect until superseded or rescinded by either party.

DATE

FOR
MARYLAND STATE POLICE

DATE

FOR
APPALACHIAN SEARCH &
RESCUE CONFERENCE INC.



RESCUE
VMD
SEARCH

BE A VOLUNTEER!!

The Appalachian Search and Rescue Conference is looking for people who want to use their outdoor abilities to help others. You need not be a paramedical professional or an expert outdoors type to join. We are looking for individuals with the strong personal commitment needed to learn the search and rescue skills necessary to function in a wilderness emergency.

If search and rescue sounds like it may be of interest to you, please contact the address listed in this brochure.

EXPENSES

As a non-profit volunteer organization, we are supported entirely by contributions and membership fees. We do not charge for our services. Although our members provide for and carry their own personal equipment, we are in need of group equipment and supplies. These materials include overhead costs such as telephone, paging service, office supplies, etc., and capital expenditures such as communications and medical equipments, ropes, stretchers, vertical rescue hardware and more.

The ASRC is a tax-exempt organization under section 501 (C) (3) of the IRS code. Please mail your contribution to: Appalachian Search and Rescue Conference, P.O. Box 440, Newcombs Station, Charlottesville, Va. 222904.

For additional information please contact the following address:



**APPALACHIAN
SEARCH
AND
RESCUE
CONFERENCE**

WHO WE ARE WHAT WE DO

The Appalachian Search and Rescue Conference (ASRC) is a non-profit, all-volunteer organization, dedicated to helping those in need in the off-road wilderness environment. The ASRC is Virginia's primary ground search and rescue resource and provides trained search teams and management staff upon request of the Virginia Department of Emergency Services (DES). The ASRC will respond day or night, regardless of weather conditions, anytime of the year. Each member arrives prepared to remain self-sufficient in the field for at least 48 hours.

STRUCTURE OF THE CONFERENCE

Although the ASRC is headquartered in Charlottesville, Virginia, the conference actually consists of seven autonomous subgroups spread throughout Virginia, Pennsylvania and Maryland. Each individual group maintains a personal agenda of business meetings, training and election of officers. Periodically the groups meet to discuss business, train or to respond as a single organization to an emergency.

ABOUT OUR MEMBERS

The ASRC is comprised of many people from all walks of life. Our ranks include college students, white collar workers, medical professionals, military professionals and a host of others all dedicated to the preservation of human life. Each member must provide for their own transportation and equipment and arrives on-scene prepared to be self-sufficient in the field for up to 48 hours. Basic training for a search team member requires approximately 50 hours of classroom training and practical exercises. Each student must satisfactorily demonstrate the ability to function under adverse conditions for extended periods of time.

OUR RELATIONSHIP WITH VIRGINIA DES

The ASRC operates under a Memorandum of Understanding (MOU) with the Department of Emergency Services (DES). This MOU outlines the basis of our professional relationship and sets forth protocols in which we agree to abide.

«MBO»ICS Standard: «MDNM»Keith Conover (AMRG) discussed the following proposed policy. By the consensus of those present he will send it out for a mail vote. (Ballot attached.)

@BULLET = Whenever two or more Pennsylvania Search and Rescue Council member teams are participating in an operation, they shall use the Incident Command System.

@BULLET = Each operation shall have a single Incident Commander. For a Unified Command Structure, the Incident Commander acts as the parliamentary Chair of the assembled Agency Representatives.

@BULLET = The Incident Commander should be chosen based on competence and ability to command the particular search and rescue operation. The Incident Commander need not be a member or officer of an agency holding jurisdiction; however, the Incident Commander shall be responsible to the governmental agency or agencies holding jurisdiction (Responsible Agencies) through their Agency Representatives.

@BULLET = If only a single Responsible Agency claims jurisdiction for a search and rescue operation, that Responsible Agency's senior representative present should appoint an Incident Commander.

@BULLET = If multiple agencies claim jurisdiction for a search and rescue operation, representatives (one from each agency claiming jurisdiction) shall meet and vote to select an Incident Commander. Each agency shall have one vote. Voting shall follow the rules of a mass meeting as specified in<MI> Robert's Rules of Order Newly Revised<D>, current edition.

Agency Representative (AR): the individual assigned to an incident from
This document is part of the ASTM standards process and is for ASTM committee use only. It shall not be reproduced or circulated or
quoted, in whole or in part, outside of ASTM committee activities
except with the approval of the chairman of the committee having
jurisdiction or the President of the Society.

May 2, 1992
F-32.02.05

ASTM Designation: F _____
Standard Guide for Implementing a Unified Command
for Civilian Search and Rescue Operations

1. Scope

- 1.1. This guide is intended to assist individuals or agencies in implementing the Unified Command principle of the Incident Command System.
- 1.2. This guide does not address questions of authority or responsibility for search and rescue.

2. Referenced Documents

- 2.1. ASTM F 1422 (Standard Guide for Using the Incident Command System in Managing Civilian Search and Rescue Operations).
- 2.2. NIIMS Incident Command System Publication: Field Operations Guide (ICS-420-1), August 1983*
- 2.3. Robert, Henry M. *Robert's Rules of Order Newly Revised*. Glenview, IL: Scott, Foresman and Company, 1981.

3. Terminology

- 3.1. Agency: any governmental or other organization.

*Available from Fire Protection Publications, Oklahoma State University, Stillwater, OK 74078.

3.2. Agency Representative (AR): the individual assigned to an incident from an assisting or cooperating agency who has been delegated full authority to make decisions on all matters affecting that agency's participation at the incident. Agency Representatives report to the incident Liaison Officer.

3.3. Command Staff: consists of the Information Officer, Safety Officer, and Liaison Officer, who report directly to the Incident Commander.

3.4. General Staff: The Incident Commander and the Plans, Operations, Logistics, and Finance Sections.

3.5. Incident Command System (ICS): The combination of facilities, equipment, personnel, procedures, and communications operating within a common organizational structure with responsibility for the management of assigned resources to effectively accomplish stated objectives pertaining to an incident.

3.6. Incident Commander (IC): The individual responsible for the management of all incident operations.

3.7. Jurisdiction: having authority (and possibly responsibility) for search and rescue in a particular area and particular instance.

3.8. Responsible Agency (RA): the agency (or agencies) that has statutory responsibility for search and rescue; in some areas, this may be a single agency; in others, there may be several agencies with overlapping jurisdictions.

3.9. Unified Command: A method for all agencies or individuals who have jurisdictional responsibility, and in some cases those who have functional responsibility at the incident, to contribute to: determining overall objectives for the incident; and selection of a strategy to achieve the objectives.

4. Significance and Use

4.1. Use this Guide when:

- multiple agencies are working together on a search and rescue operation, and
- the agencies wish to follow the Incident Command System principle of establishing a Unified Command.

4.2. The Incident Command System specifies that, whenever multiple agencies are working together under the Incident Command System, they should establish a Unified Command.

5. Background and Philosophy

5.1. The Incident Command System documents provide general guidelines for managing operations with more than one agency.

5.1.1. When one agency has the primary authority and responsibility, the Incident Commander shall be appointed from within this agency, and representatives of other assisting or cooperating agencies may be assigned as deputy Incident Commanders.

5.1.2. When multiple agencies within a jurisdiction (e.g., SAR, fire, rescue, EMS, law enforcement), or multiple jurisdictions are involved, the ICS recommends a "Unified Command Structure." This Unified Command consists of representatives from the various participating agencies with authority and responsibility for part or all of the operation.

5.1.3. The ICS emphasizes the need for unity of command, and implies that the Incident Commander function can best be managed by a single individual. However, the Unified Command Structure may be interpreted as allowing multiple Incident Commanders, all in command of a single Operations Section Chief.

5.2. The intent of this Standard Guide is to expressly recommend that each operation have a single Incident Commander. For a Unified Command Structure, the Incident Commander acts as the parliamentary Chairman of the assembled Agency Representatives.

5.3. An operation may have multiple Responsible Agencies, which exercise ultimate authority over the operation due to federal, state, or local laws or regulations. A large operation may have multiple Branches, each with a semi-autonomous Branch Director. However, to preserve the central ICS concept of unity of command, an operation should always have a single Incident Commander.

6. Procedures for Selecting an Incident Commander

6.1.1. The Incident Commander should be chosen based on competence and ability to command the particular search and rescue operation. The Incident Commander need not be a member or officer of an agency holding jurisdiction; however, the Incident Commander shall be responsible to the governmental agency or agencies holding jurisdiction (Responsible Agencies) through their Agency Representatives.

6.1. If a single Responsible Agency claims jurisdiction for a search and rescue operation, that Responsible Agency's senior representative present should appoint an Incident Commander in accordance with 6.1.1.

6.2. If multiple agencies claim jurisdiction for a search and rescue operation, representatives (one from each agency claiming jurisdiction) shall meet and vote to select an Incident Commander. Each agency shall have one vote. Voting shall follow the rules of a mass meeting as specified in *Robert's Rules of Order Newly Revised*.

7. Keywords: Incident Command System; Unified Command; Search and Rescue.

8. **Rationale** (this is for our own use at this point and will not appear in the final version):

8.1. Coherent management is critical to the success of search and rescue operations.

8.2. The Incident Command System is the recommended system for managing search and rescue operations; unity of command and a Unified Command Structure is an important ICS management principle (see ASTM F 1422).

8.3. Unified Command means that, no matter how many agencies are involved in an operation, all agencies' resources are managed by a single, unified Staff.

8.4. Although everyone I've talked to agrees that a single person needs to run the operation, and there must be a single unified command structure, different areas handle it differently. They all are trying to follow a plain-vanilla ICS structure, but come up with different ways to come to the same end.

8.4.1. For instance, Diane says that, according to her ICS training, which was from one of the writers of the ICS manuals, there can be multiple IC's, one from each of the Responsible Agencies, and then the IC's vote to select a single Operations Chief. The rationale is that each agency must have its own IC, because IC's should have the authority to commit resources.

8.4.2. In Virginia, Maryland, and Pennsylvania, we may have multiple Responsible Agencies, each with their own Agency Representatives, but only a single IC. In Virginia, there is only one Responsible Agency: the Commonwealth of Virginia. The Department of Emergency Services or State Police officer at the scene appoints the most qualified individual present, usually a volunteer SAR person, as IC.

8.4.3. In Colorado, David Bigelow notes that they usually have a single IC, but the IC is from the Responsible Agency, and the IC then appoints SAR volunteers for the various Section Chiefs.

8.5. The ICS manuals are ambiguous and contradictory on the topic.

8.5.1. In some places, the ICS assumes that there is a single agency that clearly has the best claim to jurisdiction: "The liaison officer will be from the jurisdictional agency." (Field Operations Guide, page 1-5) In another place, it suggests that there can be multiple IC's:

1. Incident Commander—one per incident. Unless incident is multi-jurisdictional. 2. Multi-jurisdictional incidents establish Unified Command with each jurisdiction supplying individual to represent agency in Unified Command Structure. . . . 6. Agency Representatives report to Liaison Officer on Command Staff[sic] (Field Operations Guide, page 2-3.)

8.5.2. However, the bulk of the material suggests that there must be a single Incident Commander with several Agency Representatives reporting to him or her:

Liaison Officer

The liaison officer is a member of the command staff, and is the point of contact for the assisting and cooperating agency representatives. This includes agency representatives from other fire agencies, Red Cross, law enforcement, public works and engineering organizations, and all others. The liaison officer will be from the jurisdictional agency.

- Obtain briefing from Incident Commander.
- Provide a point of contact for assisting/cooperating Agency Representatives.
- Identify agency representatives from each agency including communications link and location.
- Respond to requests from incident personnel for interorganizational contacts.
- Monitor incident operations to identify potential inter-organizational problems.
- Maintain Unit Log (ICS Form 214)

Agency Representatives

An agency representative is an individual assigned to an incident from an assisting or cooperating agency who has been delegated full authority to make decisions on all matters effecting [sic] that agency's participation at the incident. Agency Representatives report to the Liaison Officer if that position has been filled. If there is no Liaison Officer, Agency Representatives report to the Incident Commander. There will be only one (1) agency representative from each agency assigned to the incident.

■ **Check in at the incident command post. Complete ICS 211 (Check-in list).**

Insure that all agency resources have completed check-in.

■ **Obtain briefing from Liaison Officer or Incident Commander.**

■ **Establish working location. Advise agency personnel on the incident that the agency representative position has been filled.**

■ **Attend planning meetings as required.**

■ **Provide input on use of agency resources if no resource use advisors are assigned.**

■ **Cooperate fully with Incident Commander and general staff on agency's involvement at the incident.**

■ **Oversee the well-being and safety of agency personnel assigned to incident.**

■ **Advise Liaison Officer of any special agency needs or requirements.**

■ **Determine if any special reports or documents are required.**

■ **Report to agency dispatch or headquarters on prearranged schedule.**

■ **Insure that all agency personnel and/or equipment is properly accounted for and released prior to your departure.**

■ **Insure that all required agency forms, reports, and documents are completed prior to your departure from the incident.**

■ **Have debriefing session with Liaison Officer/Incident Commander prior to departure (Field Operations Guide, page 1-5 to 1-7.)**

8.6. Maybe this confusion explains the varied approaches to Unified Command.

8.7. The ICS, as described in ICS-120, allows for a committee of (often violently disagreeing Chiefs) to jointly exercise command over a single, long-suffering Operations Chief. It's not clear whether you can infer, from the existing official ICS documents, whether these people are all IC's or whether they are all jointly an IC. This is clearly counterproductive, unless a single individual is chosen to express the joint will of the assembled Agency Representatives.

8.8. The ICS manuals' deficiencies in defining how to establish a Unified Command are what led us to this confusion, and to the need for this Task Group. Setting a standard is more important than what the standard is. I have written the above material to reflect what is most consistent with my interpretation of the ICS materials.

Establishing working location. Advise agency personnel on the need for the

Agency representative being in the same building.

Agency representative should be in the same building.

Majority rule. The ICS as described in the ICS manual is a majority rule system. It is not clear whether you are referring to the existing ICS manual or the proposed ICS manual. The ICS as described in the ICS manual is a majority rule system. It is not clear whether you are referring to the existing ICS manual or the proposed ICS manual. The ICS as described in the ICS manual is a majority rule system. It is not clear whether you are referring to the existing ICS manual or the proposed ICS manual.