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ASRC SPECIAL GENERAL MEMBERSHIP MEETING

13 FEB 93

Called to order at 1040 hrs

This meeting was called for the sole purpose of counting the votes of the Active Members of the Conference on the following motion:

Resolved, that the Article V (Amendments) of the ASRC Bylaws be revised as follows:

Delete current Section 2. Replace with a new Section 2: "The proposed amendment shall be adopted upon receiving more than two-thirds of the votes entitled to be cast by members present or represented by proxy at the meeting."

Add a new Section 3: "Written notice stating the place, day, and hour of the meeting where Bylaw amendments shall be considered shall be delivered, either personally or by mail, to each Active Member, not less than twenty-five nor more than fifty days before the date of the meeting. The specific proposed amendments need not be included in this notice."

Ballots with this motion printed on them had been mailed to all Active Members, according to the ASRC roster as of 10 OCT 92. A letter was later mailed to all Active Members, 25 days in advance of this 13 FEB 93 meeting, announcing the time and purpose of this meeting. Copies of the ballot and the letter are attached.

182 Active Members returned ballots before or at this meeting. Two Active Members voted in person and one voted by proxy at this meeting. Out of 253 Active Members at the time of this meeting, 171 voted for the motion and 14 voted against it. A two-thirds majority of those eligible to vote was achieved with at least 169 votes, causing the motion to **pass**.

Adjourned at 1048 hrs

After this meeting was adjourned, Members arriving late delivered seven additional ballots, all of them in favor of the motion. If the meeting were reopened, this would make a total of 178 votes in favor of the motion.

ASRC BOARD OF DIRECTORS MEETING

13 FEB 93

Called to order at 1048 hrs

ATTENDANCE:

ELECTED OFFICERS:

CHAIR: David Carter

VICE-CHAIR: John Punches Late

SECRETARY: Bruce Hemmer

TREASURER: Patrick Turner **NOT PRESENT**

COMMITTEE CHAIRS AND APPOINTED OFFICERS:

ASTM: John Punches Late

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COMMUNICATIONS: Mark Eggeman **NOT PRESENT**
MEDICAL: Scott Shuffield
OPERATIONS: David Carter
TRAINING: Peter McCabe **NOT PRESENT**
SAFETY: Gary Mechtel **Late**
UNIFORM: Matt Rhode

DELEGATES:

AMRG: Keith Conover **NOT PRESENT**
John Greenaway **NOT PRESENT**
BRMRG: Lisa Hannon
Bob Koester
M/SAR: Peter McCabe **NOT PRESENT**
Shannon Baruth **NOT PRESENT**
PVRG: (ESAR 617 - Non-Voting)
Dome Poon **NOT PRESENT**
RSAR: Kevin Dawe
Dennis Jordan **NOT PRESENT**
SMRG: Jenny Burmester
Gary Mechtel **Late**
SWVMRG: John Casey **NOT PRESENT**
John Punches **Late**
TSAR: David Carter
Matt Rhode

OFFICER REPORTS:

CHAIR: SEE ATTACHED WRITTEN REPORT

SECRETARY:

A motion passed to waive reading the minutes of the previous meeting. A subsequent motion passed to accept those minutes with the addition that Bob Koester still needed some additional information before he could file for non-profit status.

A database on ASRC personnel is being developed. It will include all information required to be on the ASRC roster. It is in Word Perfect 5.1. It will be possible to create rosters from this database selecting only desired information and in any order and format desired (ie, group rosters, a roster of EMTs in order of expiration date, a roster of ICs in order of conferral date, etc). When completed, it will be sent on disk to all groups, who hopefully will periodically send in updates on disk or electronically. A first edition is expected in April. Receipt of group rosters showing all the information **REQUIRED BY THE BYLAWS AND OPS MANUAL** would be helpful (Social Security Numbers are **NOT** needed).

TREASURER: SEE ATTACHED WRITTEN REPORT

The secretary raised the issue that all groups were supposed to submit to the Treasurer by 1 JAN 93 updated rosters along with \$1 in dues for each active member claimed on the group roster. These rosters, if submitted, have not been

forwarded to the Secretary. The treasurer was not available for comment.

COMMITTEE REPORTS:

ASTM:

Received forwarded material sent to BRMRG Locker by ASTM.

COMMUNICATIONS:

Mark Eggeman took over the license application from Robert Elron. It has been returned to us for minor corrections. Gary Mechtel mentioned that new regulations under consideration by FCC could force us to change all frequencies and radio equipment.

MEDICAL: SEE ATTACHED WRITTEN REPORT

OPERATIONS: No report

SAFETY: No report

TRAINING: SEE ATTACHED WRITTEN REPORT

CORRECTION: Earl Evans is still TSAR GTO.

UNIFORM: No report - hope to have one at next meeting.

GROUP REPORTS:

AMRG: No report

BRMRG: SEE ATTACHED WRITTEN REPORT (INCLUDING ANNUAL REPORT)

M/SAR: SEE ATTACHED WRITTEN REPORT

PVRG: SEE ATTACHED WRITTEN REPORT

RSAR: SEE ATTACHED WRITTEN REPORT

SMRG: SEE ATTACHED WRITTEN REPORT

SWVMRG: SEE ATTACHED WRITTEN REPORT

TSAR: SEE ATTACHED WRITTEN REPORT

OLD BUSINESS:

MOU WITH MD STATE POLICE: SEE M/SAR REPORT

RADIO LICENSE RENEWAL: SEE COMMUNICATIONS REPORT

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ASRC BROCHURE: NO REPORT

IS TRAINING MATERIALS:

Some of Bob Koester's materials are being incorporated in PSO, after having been evaluated by PSO authors.

STATUS OF 501(c)(3):

We need to submit signed copy of Articles of Incorporation. The Chair and Secretary signed a copy which Bob Koester will now submit.

FTM TEST: SEE TRAINING REPORT

OPERATIONS MANUAL UPDATE: SEE CHAIR REPORT

STATUS OF CHANGE TO BYLAWS:

SEE MINUTES OF SPECIAL GENERAL MEMBERSHIP MEETING, ABOVE

REPORT OF OPERATIONS OFFICER COMMITTEE:

John Punches, Committee Chair, submitted the attached report. A letter from Bob Koester on this subject was enclosed with the December minutes. John expressed support for Bob's proposal, but requested a definition of the AO function and an allowance for a regional AO function.

Gary Mechtel graphically presented his ideas vs. Bob's and led a general discussion of those and other potential solutions. Gary emphasized the possibility of other or hybrid solutions.

Bob then presented his proposal, emphasizing its similarity to the existing system with the addition of an Area Command Authority which would be activated when needed to serve the mission oversight function of the proposed Operations Officer. He explained that it did not preclude the concept of regional AOs.

Dave Carter made comparisons to the CAP system and suggested we avoid becoming overly bureaucratic.

After proceeding with all other business, the Board then voted in the attached changes to the ASRC Operations Manual.

SCC ANNUAL REPORT:

Bob Koester, the ASRC Registered Agent, filed the Annual Report and changed the Registered Address to 440 Newcomb Station, Charlottesville VA 22904. This will ensure that important mail from the SCC will arrive at ASRC Headquarters rather than an old address for a Registered Agent who may have moved or resigned.

IC RESIGNATION:

The attached signed letter of resignation as IC from Keith Conover was received by the Secretary. A motion passed to **REJECT** the resignation.

IC RECERTIFICATION:

Only two written tests were turned in; neither passed. Bob acknowledged that two questions had no correct answer. David Carter expressed broad

disagreement with the contents of the test.

The test was designed to be objective and therefore steered away from judgement questions and concentrated on written regulations and standards. The point was made that judgement is the more important aspect of being an IC. The point was also made that the original purpose of the recertification test was to make sure that ICs keep abreast of new developments in policies, procedures and personnel.

As a matter of expediency, a motion was passed to remove the written test requirement from the IC recertification requirements UNTIL THE 1994 RECERTIFICATION. NOTE THAT THE TRAINING STANDARDS WERE NOT PERMANENTLY CHANGED.

A motion passed to accept verbal reports of mission experience given to the ASRC Secretary. The Secretary will call ICs who have not submitted a mission list for recertification and gather the needed information.

The Board then proceeded to discuss the performance of each IC. (ICs who were present left the room when their individual performance was being discussed.) ICs who were present were given a synopsis of the evaluation of their performance by the Secretary. The point was made that this was a method of evaluating the judgement of ICs. However, there may be better methods, and this procedure was not necessarily intended to set a precedent.

The following ICs were individually recertified by separate votes of the BOD, having submitted lists of shifts served which meet recertification requirements: Gary Mechtel, David Carter, Deming Herbert, Robert Koester, William Dixon, Keith Conover.

The following ICs were individually recertified by separate votes of the BOD, pending receipt by the Secretary of lists of shifts served which meet recertification requirements: Mark Pennington, George Swett, Greg Shea. The Chair will contact George and Greg to evaluate their willingness to continue to serve as ICs, as this was reported to be in question.

The Board passed a motion to change the status of Chris Ingle from IC to IS, due to lack of mission activity. The Chair will notify him of this change.

The above recertifying votes were unanimous, except that in several cases one Director abstained because he did not feel qualified to evaluate that particular IC.

The Board reached a consensus that since Ralph Wilfong is now listed as a "Sustaining Member" rather than an "Active Member" on the RSAR roster, he is not an ASRC IC. A motion then passed to send the same information to State ICs as is routinely sent to ASRC ICs.

REGIONAL AO DEVELOPMENT:

The attached outline of AO functions was presented by Camille Birmingham, the BRMRG Alert/Dispatch Coordinator. Ensuing discussion showed a need to separate the function of initial AO from that of the AO on call, or Dispatch Supervisor. (This was later accomplished when voting in the attached changes to the ASRC Ops Manual.)

The chair charged BRMRG with creating standards for certification of Regional AOs. It was acknowledged that it may be necessary to require IS training and/or coming to observe/participate in ASRC Dispatch during a search as a part of these

standards. In order to provide an outside perspective, Matt Rhode of TSAR will join BRMRG in developing responsibilities and training standards of regional AOs.

NEW BUSINESS:

RESTRICTED CONTACT WITH METROCALL:

Camille Birmingham, the BRMRG Alert/Dispatch Coordinator, requested that each Group designate one or two persons who will be the **only** people contacting Metrocall for any reason, including adding new pagers to the net, net repair or pager repair. We have a special agreement with Metrocall, and talking to the wrong people there can cause our net to be temporarily **DEACTIVATED**. Those persons authorized to make contact with Metrocall should contact Camille for information.

NEW GROUP TRAINING OFFICERS:

A motion passed to accept **Bruce Hemmer as GTO for BRMRG**. A motion passed to accept **Jim Fishenden as GTO for SMRG**.

IS RECERTIFICATION:

The Board decided that a written test concentrating on regulations and standards was appropriate for IS recertification. The Secretary was asked to proceed with the administration of the test.

36-MONTH REVIEWS:

TSAR and M/SAR (ESAR 616) are up for 36-month reviews. Dave Carter acknowledged this for TSAR and plans to be ready at the next meeting. The Secretary will send M/SAR a reminder.

REVIEW OF RECENT MISSIONS:

A written review of the missing aircraft search in Latrobe, PA is attached.

The Louisa, VA search had some problems. The State Police Sgt. on scene held up field teams because he did not understand how scent-discriminating dogs work. We lost most of our local manpower as a result, as people became frustrated. FLIR missed the subject, who was in the area, even though there were no leaves on the trees and it was a clear cool night. Bob Koester raised the following learning points:

1. *Things go wrong.*
2. *Do not loose contact with the RA.*
3. *Keep in contact with resources.*
4. *If things go wrong, hold a briefing and explain what's going on, rather than leaving people frustrated in the dark.*

A debrief for the Old Rag search is scheduled on 13 MAR at Park Headquarters in Luray. The rumor was incorrect that the hikers who encountered the subject on the trail did not recognize that he was the lost person.

VA SAR Council will now invite the IC from each search to give a report at the following VA SAR Council meeting.

Adjourned.

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**ASRC BOARD OF DIRECTORS MEETING
13 FEBRUARY 1993
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

Committee Reports: **ALL REPORTS WILL BE IN WRITING**

Training - Peter McCabe

Medical Committee - Scott Shuffield

Operations - Dave Carter

Uniform Committee - Matt Rhode

ASTM report -

Communications - Mark Eggeman

Group Reports: **ALL REPORTS WILL BE IN WRITING**

AMRG
RSAR

SMRG
BRMRG

MSAR
SWVMRG

TSAR
PVSARG

Chairman's Report, Dave Carter, Chairman

OLD BUSINESS:

ASRC MOU with Maryland State Police - Peter McCabe

Radio license Renewal - Mark Eggeman

~~Brochure - Mark Eggeman~~

IS Training Materials

Status of 501(c)(3) - Bob Koester

FTM Test - Peter McCabe

Operations Manual update - Dave Carter

Status of Change to By-laws

Report on Operations Officer committee

From floor

NEW BUSINESS:

Bylaws

~~Waiver~~

From floor

LESSON LEARNED FROM RECENT INCIDENTS

PA CAP/ASRC Mission

Adjournment

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803 Townsend Ct.
Norfolk, VA. 23502

Chairman's Report:

1. The "rumored" but in reality, real recent problem regarding Bridgewater tactical rescue team and ASRC has been resolved for now. The problem as stated was ASRC was not welcome in the Bridgewater operational area while they were operating. There is a personal and organizational history which is negative. Bridgewater would not request ASRC's help/assistance and were resistant to any ASRC involvement.

The agreement reached between the Chairman and Gary Earhart (Chairman of the Bridgewater Tactical Team) is that:

- a. When they request field teams we will send them, but our AR will not be involved in mission management except as necessary to protect the ASRC members who respond.
- b. If they need to withdraw, they will request through DES an overhead team. If we are asked by DES to provide that team we will come prepared to totally replace their operation. Communications, copier, etc, etc.
- c. A particular IC will not be used in the above two cases.

This solution is intended to be temporary. Mr. Earhart and I both hope that we can overcome the internal political problems which caused the unfortunate difficulties in the first place. The matter has been dealt with within the groups and people affected and it is in my decision that it is in the best interest of this organization that further discussion not take place.

2. The situation with the impersonator in Blacksburg has been cleared, for now, with his arrest on misdemeanor charges. SVMRG is thanked for their efforts in this matter.

3. To print 250 Pens with the ASRC logo and two lines of information, for a medium quality, fine tipped, orange retractable pen would be \$300.00. This includes a set up fee for the art work and printing.

4. The operations manual has been on hold due to personal limitations. However, it appears that these have cleared up and I should be able to present a completed draft to the BOD before or at the next BOD meeting in April.

5. I will be unable to attend the General Membership Meeting and BOD in April. My Guard unit has changed drills in order to meet some Air Guard objectives. I am required to be there and will not be at the BOD. John Punches will fill in I am sure, quite well.



APPALACHIAN SEARCH & RESCUE CONFERENCE, INC.

P.O. BOX 440

NEWCOMB STATION

CHARLOTTESVILLE, VIRGINIA 22904

13 February 1993 Treasurer's Report

Our income since the last report has been \$222.00. RSAR and MSAR paid their 1992 group dues. TSAR paid for 42 individual dues and their group dues for 1992 and 1993. SMRG and SWVaMRG have not paid their 1992 group dues. AMRG, MSAR, PVRG, RSAR, SMRG, and SWVaMRG have not paid their individual dues. All groups are reminded 1993 group dues are due by 1 April 1993.

Our debit since the last meeting has been \$251.04. They include \$17.00 per month for pager service and \$25 for registration with the State Corporation Commission, as well the expense for mailing out minutes and the bylaw change information..

Business cards have been ordered.

The account with Maryland National Bank has been completely closed. Our checking account is now with NationsBank.

I am trying to collect information on the different finance officers. Here is a list of known finance officers:

AMRG: Betty Thomas

MSAR:

RSAR: Judy Moore

SWVaMRG: Paul Roberts

BRMRG: Eleanor Green

PVRG:

SMRG: Dean Mires

TSAR: Colleen Eggeman

My year end report is attached to this report.

Respectfully submitted,

Patrick L. Turner
ASRC Treasurer



APPALACHIAN SEARCH & RESCUE CONFERENCE, INC.

P.O. BOX 440

NEWCOMB STATION

CHARLOTTESVILLE, VIRGINIA 22904

ASRC Fiscal Year 1992 Report

The past year has been a busy one in regards of the treasurer. We turned in paper work to receive our 501(c)3 status. We paid for our lawyer service and bought a new file cabinet. We started our own pager net and a 10 year award. We also are going through the motions of renewing and expanding our radio liscenses. We have also changed from Maryland National Bank to NationsBank. Besides monthly mailouts, these are the highlights of 1992. Our account stands at \$2962.00.

Income:	Donatations	252.00
	Dues, paid	135.00
	Dues, unpaid	180.00
	Total	567.00

Debit:	Lawyer fees	1106.37
	Licsensing fees	460.00
	Pager/Pager usage	246.28
	Postage	233.78
	Office supplies	26.12
	Photocopying	413.13
	Awards	192.02
	Secretary/treasurer	25.83
	State Cooperation	35.00
	File Cabinet	167.20
	Total:	2905.73

Income:	567.00
Debit:	2905.72
Debt:	2338.72

Respectfully Submitted,

Patrick L. Turner
ASRC Treasurer

HEADQUARTERS:
P.O. BOX 440
NEWCOMB STATION
CHARLOTTESVILLE, VA.
22904



Secretary REPLY TO:
5537 FINESPUN LAST
VIRGINIA BEACH, VA. 23455
(804) 460-1849

APPALACHIAN SEARCH AND RESCUE CONFERENCE

MEDICAL NEWSLETTER

12 FEBRUARY 1992

#003

A thousand apologies for taking so long to communicate with everyone. Between Uncle Sam and all the SAR stuff that's been goin' on, I haven't had time to stop and think of something to write. But I have been at least thinking of all of you out there.

First thing I want to say is - thanks to everyone who was involved with ensuring the success of the Virginia EMS License Inspection, and especially to Bruce and everyone from BRMRG who put in all the extra work. We never could've done it without all the teamwork. There are still some individuals who have not turned in training/medical certificates, etc, to the Locker, and also the groups outside Virginia need to get copies of all training/qualification records in too. This way we are at least somewhat covered if you respond to searches in this state.

Next, I would like to thank the few who have shown support for the efforts of the Medical Committee. Chip Myers from SMRG made himself available to assist (whenever possible) and with his background I'm sure he'll help a lot. Also, the folks from SWVMRG have developed their own medical committee, and started tackling some of the major issues and have been reporting to me through their Medical Chair, Chris Bradburne. This support is very encouraging; however, I would like to hear from medical personnel in some of the other groups. My plan is to conduct some kind of gathering of the "Medical Committee Volunteers" in the next 2-3 months to attack some of the pressing issues that face us.

* * ALL I NEED IS A FEW VOLUNTEERS * *

I still have not developed any kind of needle-stick protocols to date. I had previously asked for inputs from the medical personnel in the different groups that might make this task a little easier; however, I haven't received any so far. If any of you who ride with rescue squads or work in hospitals can lay hands on a copy of your local needle-stick protocols (to be used as a guide), this would be a great help. I have been gathering what I can and I will hopefully get something on the streets soon - well, at least as soon as possible. (WITH YOUR HELP!)

Along those lines of thought, I'd like to pass on some blood-borne pathogen related information. Since we don't rate having the state pay for Hepatitis "B" vaccinations and most of us can't afford to pay for it ourselves, I thought it would good to pass on (in case you don't know) that there is "grant" money available from VA EMS (Rescue Squad Assistance Fund) that can help defray the cost of the vaccinations. Also, in case anyone is interested and hasn't already heard about it, there is a new Hepatitis "A" vaccine that is awaiting FDA approval and will hopefully be on the streets very soon. If you've ever had to take-on a load of Gamma Globulin, then you know how nice this new vaccine will be.

Lastly, I'd like to throw out a few more thoughts on tick-borne illnesses. Not long ago, our new Safety Officer, Gary Mechtel, investigated the recently reported cases that resulted from the "Bubba" Charity Search in Surry County and reported his findings to the BOD. Gary did an outstanding job with his investigation, his findings were well reported, and I have no major gripes with the findings or the recommendations. I do, however, wish to make a few comments regarding SAR related activities and "critter" hazards.

As GSAR providers we are considered to be "volunteer professionals"; therefore, it is assumed by most that we are trained and experienced, and we are supposed to know what we're doing when we go into the boonies; and to the best of my knowledge and recollection, almost every aspect of the media, has for last 2-3 years, covered in graphic detail, the extent of the problems associated with Lyme's Disease. Therefore, in my mind, I find it difficult to comprehend that trained SAR personnel would even consider going into the woods without being completely "bomb-proof". Not only does this concept "blow me away", but at the search in question, I had to exert some "serious leadership" on several "trained" personnel, who, when returning from a task, simply "collapsed" in relatively tall grass (to rest) and when advised of the inherent dangers (ticks & chiggers), refused to move to a safer area. Their FTL was nearby and didn't seem to be overly concerned, which upset me even more. Eventually, I deduced that they all were at least moderately dehydrated, which at least explained their complacency. Folks, no matter how we look at these kinds of situations - this is unsatisfactory behavior.

In June 1992, the National Outdoor Leadership School (NOLS) convened a Wilderness Risk Manager's Meeting with representatives from NOLS, Wilderness Medical Society, Outward Bound, Wilderness Education Association, National Association for Search and Rescue, as well as numerous other established outdoors agencies and associations. The group indicated that wilderness and adventure activities have inherent risks that cannot be eliminated and must be recognized. In their formal policy statement, they stated, "The activities that occur in real wilderness environments confront all the participants' skills and resources, and include the risk of discomfort, injury and death. Therefore, you must consider your desire of adventure, you must become informed about the nature of

the program, be realistic about your abilities, and accept the possibility of discomfort, injury or death." Although, the verbage isn't directly worded towards our SAR community, I fully believe that this does apply to us. Bottom-line is this - If you're going into the boonies, you have to protect yourself. Long gone are the days of simple tick precautions - those went out with casual sex. You must use an effective DEET-type pesticide on your skin - all of it (I generally do this before getting dressed). Over this layer, you should be wearing clothes treated with a Permethrin-type spray, then utilize standard clothing-type precautions (sleeves down, clothing tucked in, etc.). This should provide more than enough protection; however, you must continue to reapply your DEET periodically to exposed areas. I've used this regime for years in some truly horrible environments, and have survived weeks in the field with no problems. Keep in mind that although this is a very effective protocol, it is still vitally important to follow-up every evolution with a thorough tick search. If you're a "pro" and you're going out to "beat the bushes" - there is no excuse for going out without "protection"!

* * SPREAD THE WORD * *

Well I guess that's all for now - once again - sorry it took so long to get this stuff out to you. I'll try to be better in the future. Let me know if your'e interested in working on the committee or if you've got any good stuff for us to work with.

Scotty L. Shuffield
ASRC Medical Chair

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TRAINING REPORT
TO THE
APPALACHIAN SEARCH & RESCUE CONFERENCE

February 9, 1993

■ **FTL Test:**

As directed by the ASRC Board, the FTL test was distributed to all ASRC teams. Originally scheduled for distribution on December 20, there was a need to clarify several questions. Materials were mailed the first week in January.

There remains a question on the appropriate answer to Question 100. However, this is being worked on. The correct answer, perhaps with a better map reproduction, will be mailed to ASRC teams in the near future.

■ **FTM Test Development**

All ASRC GTOs were asked to provide information for the FTM test. Three teams provided their group FTM tests: M/SAR, TSAR and SWVMRG. A first cut of 150 questions has just been developed and distributed back to the teams providing test questions for their review and comment.

In the first part of March it is anticipated that the 150 questions will be modified, others added, with editing of a final beta version of 100 questions. These questions will be distributed to all GTOs for review and comment. The final cut of version one of the FTM test should be available by the ASRC annual meeting in April. At least three versions of the test are planned.

■ **Recommendation for New Group Training Officers:**

- ☐ **ACTION ITEM:** It is recommended that Bruce Hemmer be designated by the ASRC BOD as the Training Officer for the Blue Ridge Mountain Rescue Group program.
- ☐ **ACTION ITEM:** It is recommended that Dave Knorr be designated by the ASRC BOD as the Training Officer for the Allegheny Mountain Rescue Group program.

The TSAR GTO position remains vacant.

■ **ASRC Training Standards and Training Manual Information:** On July 28 all ASRC GTOs were asked to send a list of reference materials used in their group FTM training programs. It was emphasized that materials could be in any format, published or otherwise. The goal was to gather basic information on what each ASRC group uses to conduct its training.

- ✓ During November and December three Groups responded: AMRG, M/SAR and SWVMRG.

- ✓ PVRG indicated they are developing their training materials at this time.
- ✓ In this present reporting period TSAR has forwarded copies of their training materials. SMRG wrote indicating they were revising their training materials.
- ✓ Nothing has been heard from BRMG and RSAR.

I am hopeful all groups will respond by the ASRC annual meeting in April. I may be optimistic.

**APPALACHIAN SEARCH & RESCUE CONFERENCE, INC.
TRAINING OFFICERS**

Unit		Training Officer(s)	Home Telephone
Conference		Peter McCabe 11034 Berrypick Lane Columbia MD 21044	(301) 596-5554
AMRG	△	Dave Knorr Route 1, Box 372-A Beaver Falls PA 15010	(412) 843-9484
BRMG	△	Bruce Hemmer 2508-A Fontaine Ave Charlottesville VA 22903	(804) 296-6172
MSAR ESAR-616		Kelly Naylor 6618 Allview Drive Columbia MD 21046	(410) 740-5850
		Gary Schlueter 10358 Derby Drive Laurel MD 20723	(410) 880-3004
PVRG ESAR-617		Scott McCabe 4206 Knox Road #2 College Park MD 20740	(301) 779-8192
RSAR		Mark Pennington 13606 Velvet Antler Trail Midlothian VA 23112	(804) 739-6006
SMRG		Jenny Burmester 5112 Richardson Drive Fairfax VA 22032	(703) 978-7819
SWVMRG		John Punches 628 Lee Street Blacksburg VA 24060	(703) 552-6957
Tidewater SARG		vacant	

△ new GTO since last listing, requesting ASRC Board endorsement
■ updated/new information

Updated thru: 9 February 1993



BLUE RIDGE MOUNTAIN RESCUE GROUP

P.O. BOX 440

NEWCOMB STATION

CHARLOTTESVILLE, VIRGINIA 22904

8 January 1993

Blue Ridge Mountain Rescue Group Annual Report
1 January 1992 - 1 January 1993

Total Manhours by Operational Category:

Administrative: 2560

Office/Equipment	2300
Hug-A-Tree	40
Fund Raising	220

Mission: 3685

On Scene/En Route	3038
Dispatch	647

Training: 3140

Field	1840
Classroom	900
GSAR	400

Miles Driven for Training or Mission: 11166

1 Jan 1992 - 9 May 1992	4867
10 May 1992 - 29 Aug 1992	1960
30 Aug 1992 - 1 Jan 1993	4339

Membership by Training Level:

Incident Commander	6
Incident Staff	9
Field Team Leader	10
Field Team Member	5
Call Out Qualified	18
Probationary	20
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Total Membership	68

Mission Dates: 1 January 1992 - 1 January 1993

BRMRG members responded to the following searches:

Start Date	Place	Status
8 Jan 1992	Richmond County, VA	Susp
25 Jan 1992	Surry County, VA	1
7 Mar 1992	Madison County, VA	2
7 Mar 1992	King George County, VA	1
16 May 1992	Madison County, VA	3
6 Jun 1992	Flyod County (Part I), VA	Susp
13 Jun 1992	Flyod County (Part II), VA	3
3 Sep 1992	Albemarle County, VA	1
5 Sep 1992	Gaithersburg, MD	1
6 Sep 1992	Surry County (Part I), VA	Susp
18 Sep 1992	Montgomery County, MD	2
2 Oct 1992	Pittsylvania County, VA	Susp
8 Oct 1992	Pulaski County, VA	3
8 Nov 1992	Madison County, VA	1
18 Dec 1992	Newport News, VA	1
26 Dec 1992	Albemarle County, VA	Susp

BRMRG members opened ASRC dispatch for the above and the following searches:

Start Date	Place	Callout	Status
10 Mar 1992	Newport News, VA	222	3
5 May 1992	Covington, VA	332	1
25 Jun 1992	Lee County, VA	333	1
25 Jun 1992	Carroll County, VA	111	1
1 Jul 1992	Gloucester, VA	331	1
11 Jul 1992	Newport News, VA	222	1
10 Aug 1992	Big Devil's Stair, MD	333	3
20 Aug 1992	Franklin County, VA	111	1
12 Sep 1992	Surry County (Part II)	333	3
13 Sep 1992	Spotsylvania County, VA	111	1
7 Oct 1992	Berkleys Spring, WV	111	3
14 Nov 1992	Rockingham County, VA	222	1
20 Nov 1992	ASRC Simulation	123-333	

ASRC Events Attended by BRMRG members:

ASRC General Membership Meeting: 11 April 1992

ASRC BOD meeting: 8 Feb 1992

11 Apr 1992

30 May 1992

29 Aug 1992

10 Oct 1992

12 Dec 1992

Bold Indicates more than 5 BRMRG member were present.

BRMRG SPRING TRAINING 93

FEB	WED 10	FTM test follow-up / Review for FTM written/ BRMRG Business Meeting - Nominations	
	SAT 13	ASRC BOD Meeting	
	SUN 14	Alert Officer class / Any remaining FTM testing / Ascending & descending	Bob Koester? / Bruce Hemmer
	WED 17	SAR OPS, search tactics, search management, briefing and debriefing	Lisa Hannon
	SAT 20	Basic field team leadership practical	Lisa Hannon
	WED 24	Advanced FTL skills: safety, interviewing, scene management, legal	Bob Koester
FRI 26 - SUN 28 SWVMRG Simulation (Blacksburg) FOR THOSE NOT NEEDING WILDERNESS 1ST AID			
	SAT 27	Wilderness first aid (10 hr course)	Bob Koester (EMT HELPERS NEEDED)
MAR	WED 3	Map Systems BRMRG Business Meeting - Elections	Bruce Hemmer
	SAT 6	Carwash 1800 hrs - night orienteering, bivouac	Bruce Hemmer
	WED 10	Night semitech practical MEET AT LOCKER	Marc Buursink
	SAT 13	SPRING BREAK STARTS - MSO 1st weekend?	Bob Koester
		<u>CAMPOUT</u> : Land-nav, rappelling, fun	Grayson Gillespie?
	SUN 21	SPRING BREAK ENDS - MSO 2nd weekend?	Bob Koester
	WED 24	Aircraft searching, ELT's	CAP? / Greg Perron
	SAT 27	ELT/land-nav practical	CAP? / Greg Perron
	WED 31	Base twinkie 101	IS Members
APR	SAT 3	ASRC General Membership Meeting TSAR Simulation	
	WED 7	Vertical rescue BRMRG Business Meeting	Chris Ingle / William Dixon
	SAT 10	Vertical rescue practical	Chris Ingle / William Dixon
	WED 14	Makeup (or AO training)	
	SAT 17	Outdoor practical testing (round 1)	
	WED 21	Indoor practical testing (round 1) / review for written test	
	SAT 24	Outdoor practical testing (round 2)	
	WED 28	Indoor practical testing (round 2) / written tests due	
MAY	SAT 1	1700 BRMRG Business Meeting - Promotions 1800 "AWARDS" PARTY	

Unless otherwise posted,

All WED meetings are at 1900 hrs at Cabell 118.

All SAT meetings are at 0900 hrs at the Locker, progressing to the field as posted.

Questions? Call the Locker at 924-3472
or Bruce Hemmer at 924-3598 (W) or 296-6172 (H)

**MARYLAND SEARCH & RESCUE GROUP (ESAR 616) REPORT
TO THE
APPALACHIAN SEARCH & RESCUE CONFERENCE**

February 9, 1993

New Members

Seven new members have joined M/SAR. They are winding their way through new member (boot) status to active/COQ.

MOU with Maryland State Police

A recent follow-up discussion with the Maryland State Police indicates the draft language of the proposed MOU is with the legal department of the MSP.

Training Schedule

The M/SAR training schedule continues on track. February training includes a 3-day camping trip at Hermit Lake on Mt Washington in New Hampshire. New trainees and regular members will train in deep winter travel and survival skills, and the M/SAR MRA team will conduct special training.

Resource Management System

The resource management system for use in incident command operations in lost person SAR missions is progressing nicely. Work is progressing on the communications node with the TAF node the next step.

In November and December information on this system was communicated to all ASRC groups requesting they update their Group roster information. Two groups have responded: M/SAR and PVRG. When the first cut of this program is developed, we plan to demo the system with VA/DES with a subsequent demonstration during an ASRC meeting. We will work with the data we have, up to date and accurate or not.

M/SAR Response to Searches since last ASRC Meeting

Laurel Mountain PA aircraft search

20 Jan 1993

(16)

P. McCabe
J. Gorham
C. Ritenour
D. Arndt
J. Correll

J. McAllister
W. Elliott
S. Baruth
T. Wright

(9)

23-24 Jan 1993

P. McCabe

J. McAllister

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D. Arndt
T. Barnes
L. Fort

T. Meeks
T. Wright

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Proposed Alert Officer Qualification

Since February 1992, we requested AO training. We continue to wait.

Potomac Valley Rescue Group (ESAR 617)

PIRG Report to the ASRC Board.

* The new administration is
 Brian Whalen - Pres.
 Rob. Mello - V.P.
 Gary Kaplan - Sec.
 Steve Kleuter - Tres.
 Scott McCabe - GTO
 Dome Poon - Ops.

* Administrative Line is temporarily (301) 314 - 0857
No longer (301) 320 - 4299 This reaches Brim Whalen

* Pager Number is still (301) 513 - 6976 PIN 75
 Reaches 617 Ops.

Daphne Sances is no longer ASRC Board Delegate.

* Dome Poon is acting Board Delegate.

25 Active Members.

By May we should have about 10 FTHs.

4 people respond to Latorke, PA last month.

This coming Tuesday we hope to sign-up approx. 20 new members.

RSAR - REPORT TO ASRC BOD

13 FEB 93

TRAINING - APPROX 4 MEMBERS IN FTM CLASS
" & " " FTL "

UNKNOWN NUMBER DOING CAP SEARCH SIMULATION
TODAY

MISSIONS - 2 WERE IN ROUTE TO PA LOST
AIRCRAFT SEARCH ~~WAS~~ BUT HAD
TO BE DIVERTED TO LOCAL LAW
ENFORCEMENT MISSION

1 RESPONSE TO (LOUISA
~~ADAMS~~ COUNTY)
3 ENROUTE

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**SMRG REPORT
ASRC BOD MEETING
FEBRUARY 13, 1993**

Election of New Officers (effective February 23, 1993)

Chair	Gary Mechtel
Vice-Chair	Jenny Burmester
Secretary	BB Oros
Treasurer	Amy Rue
Operations	Paul DeHaven
Training Officer	Jim Fishenden
ASRC Reps	Gary Mechtel Jenny Burmester

Operations

- A number of people provided support medical to the American Red Cross/ Washington Chapter during the inauguration activities
- Missions
PA -
Louisa -
- **The DOGWOOD will be held on April 24, 1993.**
- SMRG plans to participate in a number of triathalons this spring/summer

Training

- Statistics for 1992:

-	Classes offered:	50
-	Potential Hours:	226.5
-	Potential Mileage:	690
-	Total Hours for all attendees:	1,444.5
-	Total mileage driven:	4,950
-	Most classes attended by one member:	30
-	Most hours of one member:	115.5
- Past Training of Note
 - Scavenger Hunt (land nav and commo skills)
 - NASAR Director - Peggy McDonald
 - VDES/Hug-A-Tree - Mark Pennington (many thanks)

Membership

- Statistics: IC -3; IS -5; FTL -10; FTM -7; COQ/New -28

Budget/Finance

SMRG Report

2/13/93

GHM portion

• Elections held

→ Mechtel - Chair

B.B. Oros - sec.

→ Jerry Burmaster - V.C.

→ Amy We - Treas.

→ Paul DeHaven - Ops

→ Jim Fishenden - Training

→ Mechtel & Burmaster - ASRC Rep

• Budget for \$3215 submitted to PAEC
(late submitted)

• Matching Grant ~ \$6500 for 10 Handhelds

• Dogwood April 24th

**Appalachian Search and Rescue
Southwest Virginia Mountain Rescue Group
203 Progress St.
Blacksburg, VA 24060**

**REPORT TO BOARD OF DIRECTORS
12 February 93**

- * 9 members to 1st Latrobe, PA search
- * 7 members to 2nd Latrobe, PA search
- * 2 members to the Louisa Co. Search
- * PSAR presentation to Scout Troop
- * 5 FTM's completed FTL requirements
- * 6 CQ's completed FTM requirements
- * 4 new trainees
- * Voted in revised group bylaws and officer responsibilities
- * Simulation with several CAP groups scheduled for Feb 26-28 in the Blacksburg area
- ** Spring 1993 training schedules are available upon request. Write to:

Southwest Virginia Mountain Rescue Group
Secretary
210 Progress St.
Blacksburg, VA 24060

Tidewater Search & Rescue Group

Report to ASRC Board of Directors

February 13, 1993

Training

1. TSAR is currently sponsoring an FTL class at Harwoods Mill. The second weekend of the course is February 27-28. Thirteen students from various groups are in attendance.
2. The Practical Search Operations (PSO) course concluded successfully. Seven students graduated.
3. Group training ongoing.
4. TSAR will sponsor a simulation at the PIPSICO Scout Reservation in Surry County, Va on April 10-11. The simulation is concurrent with the ASRC General Membership Meeting. ³⁻⁴

Missions

TSAR has responded to three missions since the last BOD meeting.

1. Mission for 7-year-old in Newport News Park.
2. Downed aircraft in Pennsylvania
3. Mission for 20-year-old who wandered away from an auto accident

Other

TSAR hosted SARCON '93, the first in what is hoped to be an annual search and rescue convention. 35 persons representing 10 groups were in attendance. Several interesting papers were presented on a variety of subjects. The social event in the evening was fun for all.

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TIDEWATER SEARCH AND RESCUE GROUP

803 Townsend Ct.
Norfolk, VA. 23502

TRAINING

14FEB93 1000-1300 Vertical Training, Driver Tower, Dave Carter
25FEB93 1900-2100 TSAR business meeting, 21st Norfolk, Pizza Hut

14MAR93 1000-1300 Vertical Training, Driver Tower, Scott Shuffield
25MAR93 1900-2100 TSAR business meeting, 21st Norfolk, Pizza Hut
28MAR93 1000-1300 Critical Incident Stress Debriefing, Camp Pendleton
Scott Shuffield

SARCON 93

From my (Dave) point of view it was a success. It cost us in TSAR about \$250.00 above the money we collected, but I thought the interaction, papers, Pig room, etc were worth the cost. Ruth has agreed to act as chair of the committee for SARCON 94. Winnie Pennington from K-9 Alert has volunteered as well. Any one else interested? Call Ruth.

HORIZONTAL SIMULATION

April is not far away. The simulation is scheduled for 3/4 April (the latest schedule is wrong Dave goofed (as usual)) at Pipsico Scout Reservation. Please, please call Earl and let him know if you are planning to be there. We really need a head count. Tell him what you want to practice doing during the simulation. The event will kick off at 0800Hrs with a briefing and end when the subject(s) is/are located and evac'd out. So really folks it ought to be over by saturday evening.

WELCOME

Welcome to our newest members. Lucia and Jerry Balaker are friends of Scott from his days in wild and woolly Maine. We hope you enjoy and learn with us.

Have a good month, you know the numbers if you/want to call.

FUNCTIONAL SKILLS AND TRAINING OF AO'S

DRAFT

SKILL

KNOWLEDGE SOURCE

I.A.1.c contact alerting agency classroom, practical training

I.A.1.c2 initial information collection

questions

situations questions may be eliminated

when DES fails to give specific response request

classroom

urgency training from MSO, experience knowing which questions critical from staff perspective, planning data/searching data from MSO

response levels, ability to fulfill each type of response, management purpose of each type of response

I.A.2 Appropriate of ASRC response

ASRC operations manual, operational requirements

I.A.2.b Talking directly to Responsible Agent

Knowledge of response capabilities of each group, response characteristics of each IC, response characteristics of each IS member, equipment capabilities of each group, learned from conference dispatching. Knowledge of other SAR groups in area and characteristics learned from local interface of MSO and PSO training. Urgency training from MSO. Airlift procedures from DES, SMRG, and BRMRG documents. Suggested initial tasks from MSO and PSO training.

I.A.3.a Finding initial IC

ASRC pager network, Conference roster. Availability and response characteristics of each IC from conference dispatching. Geographic location of each IC. Procedures if unable to find IC from corporate memory.

I.A.3.b Transition to Conference Dispatch

Understanding the training and knowledge dispatch officer receive from attending dispatch class. Understanding the communication equipment available to dispatch by classroom training. Understanding the normal function and demands placed on dispatch during the initial three hours of different types of response levels and searches from dispatch experience. Understanding several different options of making the AO to DO transition from classroom training and practical dispatch experience. Understanding the specific training level and expertise of the replacement dispatch officer from working with new dispatch officers. Providing a new dispatch officer direction on which tasks need to be completed and a suggested priority from dispatch experience and classroom training. Be prepared to fulfill the conference dispatch function requiring dispatch classroom training, practical training, and conference dispatch training.

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DUTIES OF ALERT OFFICERS

I. The initial Alert

A. The alert officer (AO) handles the initial contact that the Appalachian Search and Rescue Conference (ASRC) has with a responsible agent and/or another resource, agency, or person calling on the behalf of a responsible agent (RA). This initial contact may come in the form of a page or call.

1. The AO's response to the call or page.

a. The AO must make sure that they have a block of time free to handle the call, approximately one hour.

b. The AO then makes sure that they have pen, paper, and a free telephone to use.

c. The AO calls the number on the pager.

1. If the number is Medcom, AO gets the name and number of the person that called medcom (usually Va DES). The AO should also get as much information from Medcom as possible, ie. where the search is, the age of the subject is, etc.

-The AO then sets off a 101 page with his or her pin.

-Then the AO calls the number Medcom gave them.

2. If the number is for a state agency the AO calls the number, states their name and that they are from the Appalachian Search and Rescue Conference, (asks for the name that they were given, if calling after talking to medcom) and gets the pertinent information.

-Age and sex of the missing person

-Where is person the missing?

-How long has the person has been missing?

-What is the weather like?

-What is the terrain like?

-Is the subject equipped for the outdoors (knowledge, experience, equipment)?

-Does the subject have any pertinent medical/social history?

-What has been done as of now?

-What other resources are on scene or responding?

-Who is the RA (get name and number)?

-Does the RA want an ASRC response?

-Get directions and a phone number to base or response area.

-What kind of a response is the RA looking for?

-When does the RA want the ASRC response?

3. If the number is for a RA, then the AO gets the same information as in above.
 4. If the number is for another resource or someone calling about a search that they have heard about, the AO then checks with the ASRC chairman.
2. Does the ASRC respond?
- a. The AO must determine if the ASRC should respond to this incident, by keeping these things in mind:
 1. Is the ASRC involved in any other searches? If yes, what are the ASRC resource availabilities and how do the search urgencies compare?
 2. Is this something that the ASRC is equipped to do?
 3. Are there other resources that are better suited for this situation?
 4. Does this pose too great a threat for the ASRC?
 - b. If the ASRC does respond, the AO must determine if there are steps that the RA is not taking that may need to be taken.
 1. Are there needed resources that have not been alerted (an agency, dogs, police, etc).
 2. If the urgency is high enough, does air transportation need to be arranged?
 3. Does contrapment need to be arranged?
 4. Does the pls need to be protected and so on.
 5. The AO may need to help the RA decide what level response is needed by the ASRC at that time.
3. The ASRC is responding.
- a. Once the AO has determined that the ASRC is responding, they must find at least one IC or chairman approved Agency Representative (AR) that can respond. This can be done by using a 102 page, but may call for phoning each of the IC's personally. **IF AN IC OR APPROVED AR IS NOT FOUND THE CONFERENCE CANNOT RESPOND. CALL THE ASRC CHAIRMAN.**
 - b. The AO must then get conference dispatch started. This can be done by:
 1. calling the locker and finding someone there.
 2. calling a dispatcher and asking them to go to the locker.
 3. the AO going to the locker him or her self. **IF NO ONE IS AVAILABLE THE AO MUST BE THE DISPATCH OFFICER UNTIL**

SOMEONE IS AVAILABLE.

- c. Once this is done the AO must see that all the groups are notified. The AO is responsible for identifying a Dispatch Officer (DO) for each group. This can be done by:
 - 1. setting off the ASRC pager net with the appropriate code.
 - 2. setting off each groups individual pagers.
 - 3. calling down each groups roster (or whatever their personal alerting procedures).
- d. The AO must priorities each groups response by:
 - 1. the response requested by the RA.
 - 2. the location of the search in comparison to the groups location.
 - 3. the urgency of the this search in comparison to the urgency of another search, existing or possible.

B. AO on call

The alert officer that handles the initial alert is the first AO on call. This is because they are the ones that have all the knowledge. There are several things that need to happen at this stage.

- 1. The AO must make sure that all information that they have gotten is correctly transferred to conference dispatch. **ANY PAPERS THAT HAVE INFORMATION ON THEM SHOULD BE ADDED TO THE DISPATCH LOG.**
- 2. The AO should make sure that an additional IC is available for the second shift or that some arrangements are being made.
- 3. The AO is responsible for any special arrangements that need to be made.
 - a. additional air transport.
 - b. additional resource request.
 - c. pulling any resources from a current search.
 - d. staging ASRC personnel until an IC or AR is on scene and calls for them.
 - e. changing the level of the ASRC response based on the IC's request or additional information.
 - f. making sure that Va DES knows that the ASRC is responding to a search and getting an incident number if possible.
 - g. handling any dispatch crises.
- 4. The AO is then responsible for finding another AO to be AO on call and for making certain that they are fully briefed on the situation.