

ASRC BOARD OF DIRECTORS MEETING

03 APRIL 93

Called to order at 1030 hrs

ATTENDANCE: NOTE: The new BOD took over at the end of this meeting. The new delegates and elected officers are listed at the end of these minutes.

ELECTED OFFICERS:

CHAIR: David Carter NOT PRESENT
VICE-CHAIR: John Punches
SECRETARY: Bruce Hemmer
TREASURER: Patrick Turner NOT PRESENT

COMMITTEE CHAIRS AND APPOINTED OFFICERS:

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

DELEGATES:

AMRG: Keith Conover NOT PRESENT
John Greenaway NOT PRESENT
BRMRG: Lisa Hannon NOT PRESENT
Bob Koester
M/SAR: Peter McCabe
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
SWVMRG: John Casey NOT PRESENT
John Punches
TSAR: David Carter NOT PRESENT
Matt Rhode

NOTE: In the anticipation that reports would be given during the General Membership Meeting, most reports were not given at this meeting.

ELECTED OFFICER REPORTS:

CHAIR: NO REPORT

SECRETARY: A motion passed to dispense with the reading of the minutes. No objections were raised to the minutes as written.

TREASURER: SEE ATTACHED WRITTEN REPORT

COMMITTEE AND APPOINTED OFFICER REPORTS:

COMMUNICATIONS: SEE ATTACHED WRITTEN REPORT

MEDICAL: NO REPORT

OPERATIONS: NO REPORT

SAFETY: NO REPORT

TRAINING: SEE ATTACHED WRITTEN REPORT

UNIFORM: NO REPORT

GROUP REPORTS:

AMRG: NO REPORT

BRMRG: NO REPORT, SUBMITTED ROSTER

M/SAR: SEE ATTACHED WRITTEN REPORT, SUBMITTED ROSTER

PVRG: SEE ATTACHED WRITTEN REPORT, SUBMITTED ROSTER

RSAR: NO REPORT

SMRG: NO REPORT

SWVMRG: SEE ATTACHED WRITTEN REPORT AND ANNUAL REPORT, SUBMITTED ROSTER

TSAR: NO REPORT, SUBMITTED ROSTER

OLD BUSINESS:

AO CERTIFICATION:

Peter McCabe expressed dissatisfaction with the speed of progress on this issue. He first asked for MD AO training in FEB 92. Gary Mechtel was forced to act as an AO recently using the reasoning that he was once an AO when he was still with BRMRG and no one ever specified that he ceased to be one upon moving to SMRG. Peter charged that BRMRG was discriminating against his group by delaying AO training.

Camille Birmingham, the BRMRG Alert/Dispatch Coordinator, stated that she could not identify candidates for training amongst members of other groups in the same way that they were identified in BRMRG, as she does not know their individual capabilities as well. New written standards for identification of a candidate had to be developed, based on what a MD AO would be expected to do, as opposed to a BRMRG AO. Those duties have only recently been defined, and BRMRG has now developed a proposed standard for identifying candidates and certifying them. Several members of BRMRG denied that they were attempting to prevent the development of MD AO's.

Bob Koester read this proposal to the Board, and a copy is attached. It was not distributed at the meeting due to lack of a photocopier. No further action was taken at this time.

It was pointed out that this process has not proceeded appreciably slower than most other projects which the Board has undertaken.

RADIO LICENSE:

SEE COMMO REPORT - As mentioned there, PA SAR Council has given us permission to use their radio license until ours is renewed. A motion passed to accept and sign the attached MOA with PA SAR Council concerning the use of their radio license.

Bob Koester suggested that we contact DES and Dogs East for permission to use their licenses and thereby expand the available frequencies. The responsibility to do so was assigned to the Communications Secretary.

Peter McCabe suggested we have a formal review of our renewal process and document some learning points. A motion passed to review at the next BOD meeting the circumstances of the expiration of the radio license. Gary Mechtel volunteered to provide this review. The new Commo Secretary (who is yet to be identified) was assigned the responsibility of developing guidelines for renewal of an existing license and acquisition of a new license.

TSAR 36-MONTH REVIEW:

TSAR presented a roster, list of equipment, mission list and financial statement. The Board determined that TSAR met the recertification requirements specified by the ASRC Ops Manual, and a motion passed to pass TSAR on its 36-month review and to recertify TSAR as a Certified Group of the ASRC.

MSAR 36-MONTH REVIEW:

MSAR requested an extension until June due to short notice concerning the review. A motion passed to extend the certification of MSAR until the June meeting of the ASRC BOD.

IS RECERTIFICATION:

Only one test has been returned and graded. There were several recommendations from those taking the test to remove the more frivolous questions to insure that the professional image of the ASRC is maintained with anyone outside the ASRC who may view the test.

Peter McCabe raised the issue that some IS have trouble reaching searches in time to receive the IS shifts they need to recertify, and suggested that IC's be encouraged to make room in the plans for these personnel. After some discussion, the Board took no action on this issue.

The status of Gene Harrison, according to the Conference Training Officer, is FTL, since AMRG never objected to him not being listed as IS during an official BOD inquiry some time ago. He had not, as of this meeting, replied to the Secretary's inquiry concerning his IS status. After some further discussion in which his lack of involvement in ASRC

missions was noted, a motion passed that Gene Harrison be listed as FTL on the Conference Roster. If he wishes he may defend his case for being IS, with documentation, at a future BOD meeting.

The following motion FAILED: A letter will be sent to all IS members, including a copy of the training standards. This letter will specify that all IS members must take the test and return it by 15 May 93, but that the test will not be binding and is for training purposes only. If a member does not currently meet the shift requirements for recertification, they will instead be required by this letter to have two such shifts before 31 DEC 93 in order to recertify. The Board felt that the current process should be given more time before such action is taken.

NEW PAGER CODES FOR RECENT DEVELOPMENTS:

The following pager codes will now be in use: the PIN for PVRG is 091; the code for an ACA to call the following number is 103. (When an ACA has responded, he can use the "call handled" page of 101 followed by his PIN.)

NEW BUSINESS:

The new BOD Delegates were determined to be as follows:

| | |
|---------|-----------------------------|
| AMRG: | ? NOT PRESENT |
| | ? NOT PRESENT |
| BRMRG: | Camille Birmingham |
| | Bob Koester |
| M/SAR: | Peter McCabe |
| | Shannon Baruth NOT PRESENT |
| PVRG: | (ESAR 617 - Non-Voting) |
| | Dome Poon? NOT PRESENT |
| RSAR: | Kevin Dawe |
| | Mark Pennington NOT PRESENT |
| SMRG: | Jenny Burmester |
| | Gary Mechtel |
| SWVMRG: | Brian Ferguson |
| | Ian Nelson NOT PRESENT |
| TSAR: | David Carter NOT PRESENT |
| | Matt Rhode |

These delegates then participated in nominations and elections in the following order. Votes were held by secret ballot and candidates (who were, by current definition of the bylaws, members of the Board) were allowed to vote. Discussion of the candidates was held after the candidates were asked to leave the room.

David Carter and Gary Mechtel were nominated for the position of Chair. David Carter was then reelected with 6 votes to one vote for Gary Mechtel and one abstention. Jenny Burmester and Bob Koester were nominated for the position of Vice-Chair. Jenny Burmester was elected with 6 votes to 2 votes for Bob Koester. The only nomination for Secretary was

Bob Koester. He accepted the position as an official figurehead solely to meet the requirement of the Bylaws that the Secretary be a member of the Board. It was made clear that Bob Koester would not be expected to carry out any of the Secretarial duties other than serving as Chair in the absence of both the Chair and the Vice-Chair, and that a Recording Secretary would be appointed for the purpose of carrying out all other Secretarial duties. Bob Koester was then declared Secretary. Camille Birmingham was the only nominee for Treasurer. She accepted the nomination and was declared Treasurer.

Adjourned at 1300 hrs



APPALACHIAN SEARCH & RESCUE CONFERENCE, INC.

P.O. BOX 440

NEWCOMB STATION

CHARLOTTESVILLE, VIRGINIA 22904

3 April 1993 Treasurer's Report

We have had zero income since the last report. All groups who have not paid either their group or individual registration dues are now late. These groups are:

1992 Group Dues: SMRG and SWVaMRG

1993 Group Dues: All groups but TSAR

1993 Individual Dues: AMRG, MSAR, PVRG, RSAR, SMRG, and SWVaMRG

Our debit since the last meeting has been \$752.80. They include \$17.00 per month for pager service, \$54.43 for Secretary Expenses, \$23.23 for Treasurer expenses, and \$46.80 for postage well the expense for mailing out minutes and the bylaw change information.

The major expense was \$35 to the FCC and \$600 to a radio license coordinator in order to get the radio license back. I am currently working with Mark Eggeman in an effort to try to get back some of the \$460 sent to NABOR and the FCC the first time around.

Business cards have been delayed due to the fact Kinko's lost our order and the original. Situation has been handled and cards expected in the next week.

The current status of 501c3 is one of waiting for the State Corporation to finish with our bylaw changes so we can send everything correctly into the government. Progress is expected shortly.

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

| | | | |
|----------|--------------|--------|-----------------|
| AMRG: | Betty Thomas | BRMRG: | Eleanor Green |
| MSAR: | | PVRG: | |
| RSAR: | Judy Moore | SMRG: | Dean Mires |
| SWVaMRG: | Paul Roberts | TSAR: | Colleen Eggeman |

I have enjoyed being the ASRC Treasurer for the past year. I feel that I have done a good job at it and I would like to continue. I do apologize for my absence today and at the last meeting, but they were due to another corporate meeting of **The Cavalier Daily**, a daily newspaper that I work over 60 hours a week for. Thank you and send me your dues!

Respectfully submitted,

Patrick L. Turner
ASRC Treasurer

2 April 1993

COMMUNICATIONS REPORT

LICENSE UPDATE:

Everybody can breath a little easier now - the Pennsylvania SAR council has granted us temporary authorization to use their radio license - WHEW! As soon as I get the details from Peter McCabe (call sign, frequencies, terms, etc.) I will dispatch that info immediately to the conference.

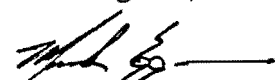
At this point we have an FCC license application ready to go as well as checks in hand from Patrick Turner. I have contacted the FCC and NABOR (the original frequency coordinator) to ask if we can re-apply for our original frequencies without incurring any additional costs for frequency coordination. The FCC doesn't have a problem with it as long as NABOR is willing to give their seal of approval. I'm supposed to have an answer from NABOR by Monday, 5 April. If we can pull this off the only money we will have to spend will be the \$35 application fee to FCC. (After all, we are a dirt poor volunteer group operating on a shoe string.) Should NABOR refuse, I will immediately dispatch the application "as is".

As I mentioned earlier, once I get the details of our license agreement from Peter, I will send that info out with a letter updating everyone on where we're at with everything. In the mean time, don't use this stop - gap measure as an excuse not to get that business frequency programmed into your radios!

WNUF - 658 151.625
know it - love it - use it

As always - feel free to contact me if you have any questions or concerns.

Best Regards,



Mark Eggeman
1100 Flicker Way
Va. Beach, Va. 23454
804 425-8842 home
804 436-5121 work

TRAINING REPORT
TO THE
APPALACHIAN SEARCH & RESCUE CONFERENCE

April 2, 1993

■ **FTL Test**

The appropriate answer to Question 100 has been mailed to GTOs.

Several questions have been raised re: appropriate answers to some FTL test questions. These are being collated at the moment. Questions will then be discussed with the test makers. This should be completed in about a month.

Lisa Hannon has agreed to work on two additional versions of the FTL test.

■ **FTM Test Development**

It was anticipated that in early March the 150 base line questions would be modified with editing into a beta version of 100 questions for mailing to all GTOs for their review and comment. The 150 question segment was previously mailed to the 3 groups that provided input for their comments: M/SAR, TSAR and SWVMRG. Plans called for the final cut of a beta version to be available by the ASRC annual meeting in April. At least three versions of the test are planned.

Unfortunately, no one has provided any input to the 150 base line questions.

It's difficult to work in a vacuum. Hopefully, some one will provide some input shortly so we can proceed in an orderly and timely manner.

■ **Group Training Officer Status:**

At the February 1993 meeting it was incorrectly reported that the TSAR GTO position was vacant. I received incomplete information from TSAR. Earl Evans remains the TSAR GTO.

■ **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. I understand materials have been collated and gathered into a loose leaf binder.
- ✓ 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.

In February I reported I hoped all groups would respond by the ASRC annual meeting in April. I said I was optimistic. I remain optimistic, but increasingly realistic.

■ **Recommendation**

I plan to recommend a motion that GTOs be annually warranted/commissioned by the ASRC Board so as to enable the ASRC Training Officer an administrative vehicle to provide the ASRC Board of Directors an opportunity for review of individual GTO participation and timeliness on issues where ASRC GTO input and response is appropriate or needed.

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 | Earl Evans Route 1, Box 312-A Gloucester VA 23061 | (804) 693-4391 |

Updated thru: April 2, 1993

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

April 1, 1993

Membership

A current M/SAR roster is attached along with payment of 1993 dues.

MOU with Maryland State Police

Dave Carter has signed the Maryland MOU with the Maryland State Police. The MOU was slightly revised on the basis of suggestions from the Maryland Attorney General's office. Presently, the MOU is winding its way to the Superintendent of the State Police for signature.

Training Schedule

The M/SAR training schedule continues on track. Recent training included helicopter orientation training with the Aviation Division of the Maryland State Police at Martin State Airport in Baltimore. In Fall 93, we will train in night operations with several MSP aviation units at Sugarloaf Mountain. Spring and summer training will include weekly sessions assisting in trail monitoring at the C&O National Historic Park at Great Falls, Maryland. Summer training includes a trip to Wyoming, and a trip to Colorado.

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 as well as the TAF node. Part of the system is on display today at the simulation.

M/SAR Response to Searches since last ASRC Meeting

Alert: Great Smokey Mountain National Park

- Nine M/SAR members were available to respond to the ASRC Alert.
- Seven members of the MRA unit of M/SAR continued on alert for another 24 hours beyond the termination of the ASRC alert. The MRA alert was terminated by Great Smokey Mountain National Park 45 minutes after the last group of hikers were located.

Overhead Team: Pittsburgh PA on 3-18-93

- C. Ritenour responded to request for overhead team members for the suburban Pittsburgh, PA search for two 2-year old children reported missing.

M/SAR Recertification

On March 30 we received a letter, dated March 25, from the ASRC Secretary indicating that at the April 3 meeting we were scheduled to provide information for our 3-year ASRC recertification. Notice is a little short. We feel at least 15 days notice is reasonable.

Alert Officer Training

In February 1992 we requested AO training. We continue to wait.

POTOMAC VALLEY RESCUE GROUP
BOX 10, STAMP STUDENT UNION
UNIVERSITY OF MARYLAND
COLLEGE PARK, MD 20742

REPORT TO THE ASRC BOARD

NEW MEMBERS

Six new members have joined PVRG and are progressing to COQ status.

TRAINING

Twelve members attended the Air Operations session on March 20 which was given by the Maryland State Police, and sponsored by M/SAR.

PVRG is currently in the process of creating a new team training schedule which will allow our members to progress to FTM status by the end of May or the beginning of June.

Eleven members have recently completed the first of many FTM Module tests.

ADMINISTRATIVE

Recently, changes have occurred in the administration of PVRG.

The new administration is as follows:

| | |
|---------------------|---------------|
| President | Brian Whalen |
| Vice President | Robert Mello |
| Secretary | Gary Kaplan |
| Treasurer | Steve Klueter |
| University Liaison | Adam Zaranski |
| Operations | Dome Poon |
| Training | Scott McCabe |
| Chief Advisor | Peter McCabe |
| ASRC Representative | Dome Poon |

The Potomac Valley Rescue Group (otherwise known as ESAR 617) would like thank M/SAR and the other teams of the ASRC for their assistance in helping our group get off the ground.

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

REPORT TO BOARD OF DIRECTORS
3 Apr 93

- * 7 members were prepared to responded to Great Smokey Mountains during
- * Presented Hug-a-Tree program to Cub Scout Troop
- * Gained 2 new probationary members
- * 2 trainees achieved COQ training level
- * John Casey stepped down as SWVaMRG's chair. Interim officers (Effective 9 February - 11 May, 1993) are as follows:

| | |
|---------------|----------------------------|
| Chairman | David Zader |
| Vice Chairman | P.J. Fleenor |
| Secretary | Cindi Lambert |
| Treasurer | Paul Roberts |
| Training | John Punches |
| Operations | Jen Shoemaker |
| BOD Reps | John Punches John Casey |
| SARCO Reps | Greg Sazonov John Casey |

- * New officers will begin service in May, however, positions have not been finalized at this point.
- * John Punches was contacted by the CAP of Latrobe, PA. The missing plane (searched for in January) was located at 1045 hours, 18 Mar 93 by a State Police helicopter. It was on top of the Laurel Mountain ridge line at Lat. 40° 14' 48", Long. 70° 05' 12". Aircraft was badly damaged and thoroughly concealed by thick rhododendron. Passenger died on impact, pilot survived impact, suffering bilateral fractures to ankles and ribs, fractured mandible, & depressed skull fracture. Coroner report states pilot died from exposure within a few hours of crash.

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

ANNUAL REPORT TO BOARD OF DIRECTORS
1 Jan 92 to 1 Jan 93

Total Manhours by Category

| | |
|------------------------|-------------|
| Administrative: | 2105 |
| Business | 1860 |
| Hug-A-Tree | 45 |

| | |
|-------------------|-------------|
| Mission: | 2040 |
| En Route/On Scene | 2040 |

| | |
|------------------|-------------|
| Training: | 3370 |
| Field | 1620 |
| Classroom | 1350 |
| GSAR | 400 |

| | |
|---------------------|-------------|
| Miles Driven | 9160 |
| Training | 4320 |
| Mission | 4840 |

Membership by Training Level (as of 1 Jan 93)

| | |
|--------------|-----------|
| IC | 0 |
| IS | 1 |
| FTL | 7 |
| FTM | 13 |
| CQ | 27 |
| Trainee | <u>4</u> |
| Total | 42 |

Missions Attended

| | |
|-----------------------------|-----------|
| Madison Co, VA | 8 Jan 92 |
| Floyd Co, VA (I) | 6 Jun 92 |
| Floyd Co, VA (II) | 13 Jun 92 |
| Albemarle Co, VA (en route) | 3 Sep 92 |
| Surry Co, VA (I) | 6 Sep 92 |
| Surry Co, VA (II) | 12 Sep 92 |
| Mont. Co, MD (en route) | 18 Sep 92 |
| Pittsylvania Co, VA | 2 Oct 92 |

PENNSYLVANIA SEARCH & RESCUE COUNCIL

P O Box 504

Somerset, Pennsylvania 15501

April 1, 1993

Appalachian Search & Rescue Conference, Inc.
P O Box 440
Newcomb Hall Station
Charlottesville, Virginia 22903

Ladies and Gentlemen:

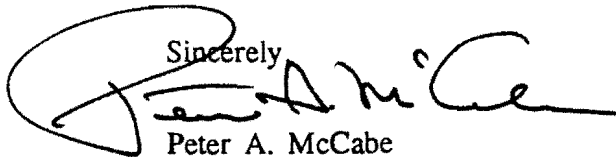
During a meeting on March 27, 1993, the Pennsylvania Search & Rescue Council (PSARC) approved issuing a Memorandum of Agreement (MOA) to the Appalachian Search & Rescue Conference, Inc. (ASRC) for a period of not less than ninety (90) days to enable the ASRC to use the existing PSARC nationwide license and call sign, WPBM 671, in the following frequencies:

| | |
|---------|---|
| 155.160 | 120 watts maximum output |
| 150.775 | 2.5 watts maximum output (for mobile vehicular repeater operations) |

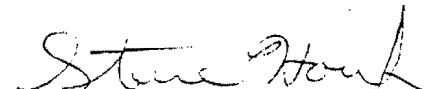
Note: 150.775 is an input frequency for mobile vehicular retransmitters. Handheld radios transmitting on 150.775 are restricted to 2.5 watts maximum. Mobile units are not allowed to transmit on this frequency beyond 2.5 watts output.

Should you accept this offer, please sign and date one copy of this letter and one copy of the PSARC Communications SOP. Your signature will constitute, for this purpose, an MOA. Signed materials should be returned to the PSARC at the above address.

Attachment

Sincerely

Peter A. McCabe
President

CONCUR:


Steve Houck
Co-Chair, Communications Committee
PSARC

Pennsylvania Search And Rescue Council

Standard Operating Procedures

Operational Version R.0.02

1.0 Purpose

Standard Operating Procedures (SOPs) are designed to facilitate the effectiveness and efficiency of Pennsylvania Search and Rescue Council (Council) member programs when they participate in search and rescue (SAR) incidents in the Commonwealth of Pennsylvania, and adjoining states and regions.

9.0 Communications

9.1 The following are the standard PSARC operational radio frequencies:

| | |
|---------|---|
| 155.160 | 120 watts maximum output |
| 150.775 | 2.5 watts maximum output (for mobile vehicular repeater operations) |

9.2 All participating PSARC groups will use a centralized communications net within the unified PSARC command structure operation. Routine communications traffic shall be restricted to official PSARC operations and/or training. Call sign designations shall be used routinely and a written communications log maintained in all operations and training programs. The Communications Log shall be a part of the official records of a PSARC group or PSARC unified command operation. Station identification/call sign designations shall be transmitted at regular 30 minute intervals by the PSARC base station radio operator.

9.3 By using the PSARC license and call sign, WPBM 671, PSARC member units agree to abide by all FCC rules and regulations, the conditions of the PSARC license, and be responsible for any fines or forfeitures levied because of improper operation caused by their unit.

9.4 The PSARC Communications Committee shall act as the coordinating body for authorizing and assigning radio frequencies, and designating tactical call signs to PSARC groups for the station license(s) held by the PSARC.

When using the PSARC call sign, member units operating a base station shall identify themselves with a three-part identification from the following list. Call signs for mobile and/or individual team shall be a three-part identification from the following list.

Base Station Call Signs

- (1) [WPBM 671]
- (2) [Penn. Search & Rescue Council]
- (3) [on a mission/training exercise
in _____ County, at _____ hours]

Mobile/Field Team Call Signs

- (1) [WPBM 671]
- (2) [one-word PSARC Team Name]
- (3) [Team 1, 2, 3 as appropriate]

The PSARC call sign shall be given by the PSARC base radio operator at times prescribed by FCC Rules and Regulations.

Use of the PSARC license covers only those radios which are owned by PSARC member units. All radio equipment must be FCC Type Accepted for operation in Part 90. The operation of amateur, marine, home-built radios or power amplifiers modified for operation on 155.160 Mhz is not covered by the PSARC license.

The PSARC Communications Committee shall also be the coordinating body for the development and updating of Memorandums of Agreements (MOAs) dealing primarily with communications issues between the PSARC and related emergency service organizations. All MOAs will be approved by the PSARC Board of Directors. The authorization to use the PSARC license and call sign will remain in effect as long as the FCC license is valid and the PSARC member unit remains in good standing.

- The following frequencies may be used by SAR resources under Letters of Agreement with the following organizations only for the purposes stated:

| Frequency | Purpose | Letter of Authorization By/Date |
|-----------|---------|---------------------------------|
|-----------|---------|---------------------------------|

...Reserved for future use...

9.5 The secure net direction is: SECURE THE NET. This means an SRU radio operator is about to transmit sensitive information and requests that other system users take precautions in having others not listen to the transmission, and the release of any information from that transmission. Information regarding that transmission should come only from the Incident Commander or designee! This protocol is useful when transmitting Status-2 or Status-3 data in order to protect the family or others, including the media, in the vicinity of radios.

9.6 No operational 10 codes will be used in SAR operations except (1) map coordinates; (2) patient status codes; and (3) secure net requests. Patient care should never be restricted to maintain operational code protocols. Patient status codes are:

| | |
|----------|--|
| Status-1 | Subject is alive and is able to walk out without assistance. |
| Status-2 | Subject is alive and requires assistance. |
| Status-3 | Subject is deceased. |

9.7 Revisions to this Communications SOP will be made periodically by the PSARC Communications Committee to support the PSARC Communications Plan. Recommended revisions shall be approved by the PSARC Board of Directors. Where operationally reasonable, the PSARC Communications SOP may be maintained as a separate document with referencing in this general SOP.

PROPOSED ALERT OFFICER (AO) CERTIFICATION REQUIREMENTS

1. Be certified as Incident Staff (IS) or Incident Commander (IC).
2. Serve as IS or IC on at least 3 missions (simulations are NOT acceptable). On at least one of these missions, begin serving as IS or IC within 3 hours of the point at which the ASRC first arrives on scene.
3. Be trained in Conference Dispatch by a Dispatch Supervisor. Observe and participate in Conference Dispatch for a total of 12 hours. The training may be coincident with observation.
4. Complete the AO training course. Pass the written test.
5. Demonstrate knowledge, confidence and political competence in a practical examination given by an experienced AO selected by the Alert/Dispatch Coordinator. This examination will include the candidate acting as AO in several simulated Alert scenarios involving varying complexities and complications of political, organizational and technical nature.
6. Complete a training course concerning the peculiarities of the area in which the AO will function. Pass the written or oral test.
7. Be approved by a simple majority of eligible voters present at a Group business meeting.
8. Be approved by a simple majority of eligible voters present at an ASRC Board of Directors meeting.

TIDEWATER SEARCH AND RESCUE GROUP
EQUIPMENT LISTING

| # | ROD | AMT | DESCRIPTION | LOCATION | REMARKS |
|------|-----|-----|-----------------------|----------------|---------|
| === | === | === | ===== | ===== | ===== |
| | | | 1EA DAYPACK | ----- | ----- |
| | | | 2EA DUFFLE BAGS | ----- | ----- |
| | | | 2EA FANNY PACKS | ----- | ----- |
| | | | 1EA SACK, STUFF 3X8 | ----- | ----- |
| | | | 1EA STUFF SACK 12X24 | ----- | ----- |
| | | | 1EA TENT POLE BAG | ----- | ----- |
| AW03 | 2 | | 02 HEATING, HYDRATING | CARTER'S _____ | DEVICE |
| EV02 | 1 | 3 | LITTER, STOKES | 2CARTER 1 EVAN | ----- |
| EV03 | 5 | 1 | ROPE, 20' LENGTHS | CARTER'S _____ | ----- |
| EV04 | 1 | 1 | "Y" YOKE FOR LITTER | CARTER'S _____ | ----- |
| EV05 | 1 | 1 | PAD, ENSOLITE | CARTER'S _____ | ----- |
| EV06 | 3 | 2 | BAGS, SLEEPING | CARTER'S _____ | ----- |
| EV07 | 1 | 1EA | HELMET | CARTER'S _____ | ----- |
| EV08 | 1 | 1ST | STRAPS, PATIENT TIE | CARTER'S _____ | ----- |
| EV09 | 1 | 2PR | GOGGLES, EYE PROTEC | CARTER'S _____ | ----- |
| EV10 | | 5 | SLINGS, 12' BLUE | CARTER'S _____ | ----- |
| EV11 | | 3 | SLINGS, 20' YELLOW | CARTER'S _____ | ----- |
| EV12 | | 5 | SLINGS, 25' PINK | CARTER'S _____ | ----- |
| EV13 | | 5 | SLINGS, 6' BLACK | CARTER'S _____ | ----- |
| EV14 | | 5 | SLINGS, 9' ORANGE | CARTER'S _____ | ----- |
| EV15 | | 3 | STRETCHER, FOLDING | CARTER'S _____ | ----- |
| EV16 | | 1 | FLIGHT SUIT | CARTER'S _____ | ----- |
| EV18 | | 1EA | BLANKET, SPACE DISPO | CARTER'S _____ | ----- |
| EV20 | | 1 | BAG, GEAR EVAC | CARTER'S _____ | ----- |
| EX01 | | 1EA | HATCHET | CARTER'S _____ | ----- |

TIDEWATER SEARCH AND RESCUE GROUP
EQUIPMENT LISTING

| # | QTY | DESCRIPTION | LOCATION | REMARKS |
|------|-----|----------------------|----------|---------|
| EX04 | 1 | MALLET/SLEDGE | CARTER'S | |
| EX06 | 1 | SHEARS, 12" SOFT MET | CARTER'S | |
| EX07 | 1 | WISE GRIPS, 6" / 8" | CARTER'S | |
| EX08 | 2EA | BOMB, SMOKE | CARTER'S | |
| EX09 | 1EA | BAG, GEAR EVAC | CARTER'S | |
| MD01 | 1BX | PREPS, ALCOHOL | CARTER'S | |
| MD02 | 1 | BP CUFF, ADULT | CARTER'S | |
| MD03 | 100 | GLOVES, EXAM NON STR | CARTER'S | |
| MD04 | 6 | PENLIGHT | CARTER'S | |
| MD05 | 3 | MASK, POCKET | CARTER'S | |
| MD06 | 1 | BLANKET, SPACE | CARTER'S | |
| MD07 | 4 | TAPE, 1" ROLL | CARTER'S | |
| MD08 | 2 | TAPE, 1/2" ROLL | CARTER'S | |
| MD09 | 3 | TOURNIQUET | CARTER'S | |
| MD10 | 18 | PAD, WET PRF ADM 5X9 | CARTER'S | |
| MD11 | 6 | BANDAGE, ACE | CARTER'S | |
| MD12 | 3BX | INHALANTS, AMONIA | CARTER'S | |
| MD13 | 1EA | BANDAGE, FACE STRL | CARTER'S | |
| MD14 | 4EA | STICK, BITE | CARTER'S | |
| MD15 | 3EA | PACKS, COLD | CARTER'S | |
| MD16 | 2TB | TUBE, GLUCOSE | CARTER'S | |
| MD17 | 5EV | BANDAIDS, SHEER | CARTER'S | |
| MD18 | 4EA | SHROUDS | CARTER'S | |
| MD19 | 1BX | BANDAGE, SUBITUBE | CARTER'S | |
| MD21 | 10R | TAPE, 2" | CARTER'S | |

TIDEWATER SEARCH AND RESCUE GROUP
EQUIPMENT LISTING

| # | QTY | DESCRIPTION | LOCATION | REMARKS |
|------|-----|----------------------|----------|-------------------|
| MD22 | 2RL | TAPE, 3" | CARTER'S | |
| MD23 | 8EA | BANDAGES, TRIANGLE | CARTER'S | |
| MD25 | 1 | CALL SHEETS | CARTER'S | |
| MD26 | 1 | SCISSORS, EMT | CARTER'S | |
| MD27 | 1KT | KIT, REPAIR O2 | CARTER'S | |
| MD28 | 4 | GAUZE, KLING 3" | CARTER'S | |
| MD29 | 1ST | AIRWAYS | CARTER'S | |
| MD30 | 6 | GAUZE, KLING 2" | CARTER'S | |
| MD31 | 1EA | LOG, MEDICAL WX PRFF | CARTER'S | |
| MD32 | 24E | FORCEPS, 5" | CARTER'S | |
| MD34 | 2EA | POUCHES, GEAR | CARTER'S | |
| MD36 | 1EA | STETHESCOPE | CARTER'S | |
| MD37 | 1 | DRESSING, TRAUMA | CARTER'S | |
| MD38 | 300 | 4"X4" SPONGES | CARTER'S | |
| MD40 | 1BX | STING RELIEF | CARTER'S | |
| MD41 | 1EA | SPLINT, FULL LEG | CARTER'S | |
| MD42 | 1EA | BAG, MEDICAL KIT | CARTER'S | |
| MD43 | 2EA | MASK, NON REBREATH | CARTER'S | |
| MD44 | 1EA | MASK, NON REBRETH PD | CARTER'S | |
| MD45 | 2EA | NASAL CANULA, PEDS | CARTER'S | |
| MD46 | 1EA | NASAL CANULA, ADULT | CARTER'S | |
| MD47 | 1EA | NEBULIZER, T ADAPT | CARTER'S | |
| MD48 | 1 | SPINTS, AIR | CARTER'S | ARM/LEG HALF/FULL |
| MD49 | 2EA | TUBING, O2 7' | CARTER'S | |
| MD50 | 1EA | KIT, OB EMERGENCY | CARTER'S | |

TIDEWATER SEARCH AND RESCUE GROUP
EQUIPMENT LISTING

| # | QTY | AMT | DESCRIPTION | LOCATION | REMARKS |
|------|-----|-----|--------------------------|----------|---------|
| CP01 | 1 | | 6EA TEMPLATES, GRID ASSC | CARTER'S | |
| CP02 | 1 | | 1SE MAPS, HIGHWAY VA | CARTER'S | |
| CP03 | 1 | | 2EA MAPS, AERONAUTICAL | CARTER'S | |
| CP05 | 1 | | 1 MAP, WASH/DINN SECTI | CARTER'S | |
| CP06 | 2 | | 4EA BOARDS, CLIP | CARTER'S | |
| CP07 | | | 20E PENCILS, GREASE | CARTER'S | |
| CP08 | 1 | | 6EA NOTEBOOK, FIELD | CARTER'S | |
| CP09 | 1 | | 1EA PAPER, CARBON | CARTER'S | |
| CP10 | 1 | | 1EA CALCULATOR | CARTER'S | |
| CP11 | 1 | | 1BX FOLDERS, FILE | CARTER'S | |
| CP12 | 1 | | 5EA PAD, LEGAL | CARTER'S | |
| CP13 | 1 | | 12E PENS, COLORED PERM | CARTER'S | |
| CP14 | 1 | | 6EA PENS, COLORED NONPER | CARTER'S | |
| CP15 | 1 | | 12E PEND, COLORD BALL PT | CARTER'S | |
| CP16 | 1 | | 70Z PENCILS | CARTER'S | |
| CP17 | 1 | | 2EA RULER | CARTER'S | |
| CP18 | | | 2PK MARKERS, DRY ERASE | CARTER'S | |
| CP19 | 1 | | 1EA COMPASS. DRAWING | CARTER'S | |
| CP20 | 1 | | 1EA TEMPLATE, ERASING | CARTER'S | |
| CP21 | 1 | | 1EA ERASER, PERM PEN | CARTER'S | |
| CP22 | 1 | | 1EA ERASER, PENCIL | CARTER'S | |
| CP23 | 1 | | 2BX CLIPS, PAPER | CARTER'S | |
| CP24 | 1 | | 6RL TAPE, SCOTCH | CARTER'S | |
| CP25 | 1 | | 3EA TAPE, DRAFTING | CARTER'S | |
| CP26 | 1 | | 1BX TACKS | CARTER'S | |

TIDEWATER SEARCH AND RESCUE GROUP
EQUIPMENT LISTING

| # | RQD | AMT | DESCRIPTION | LOCATION | REMARKS |
|------|-----|-----|---------------------|----------|---------------|
| === | === | === | ===== | ===== | ===== |
| OP27 | 1 | 1EA | STAPLER | CARTER'S | |
| OP28 | 1 | 2BX | STAPLES | CARTER'S | |
| OP29 | 1 | 1EA | BOARD, MAP | CARTER'S | |
| OP30 | | 1EA | SHARPENER, PENCIL | CARTER'S | |
| OP31 | | 1EA | FLUID, CORRECTION | CARTER'S | |
| OP32 | | 1EA | FLUID, CORR THINNER | CARTER'S | |
| OP33 | | 1EA | KIT, PLASTIC OPS | CARTER'S | |
| OP34 | | 12E | POST IT NOTES | CARTER'S | |
| OP35 | | 2PK | INDEX CARDS | CARTER'S | |
| OP36 | | 1RL | ACTEATE, PARTIAL | CARTER'S | |
| OP37 | | 3EA | CASES, STORAGE | CARTER'S | |
| OR37 | 2 | | COLLARES, CERVICAL | CARTER'S | SM/PED/MED/LG |
| PS01 | 1 | | CUP | CARTER'S | |
| PS03 | 1 | | TENT, TUBE | CARTER | |
| PS04 | | 12E | BAGS, PLASTIC LARGE | CARTER | |
| PS05 | | 12F | CORD, PARACHUTE | CARTER'S | |
| PS06 | 3 | | MIX, ELECTROLYTE | CARTER'S | |
| PS07 | | 5BX | PELLETS, FUEL | CARTER'S | |
| PS09 | | 1BT | WATER BOTTLE | CARTER'S | |
| PS10 | | 2ST | TERMAX UNDERWEAR | CARTER'S | |
| PS11 | | 1EA | BIVOUAC SACK | CARTER'S | |
| RD01 | 1 | 1EA | RADIO, BASE | CARTER'S | |
| RD02 | 2 | 3EA | RADIO, HAND HELD | CARTER'S | |
| RD03 | | 3EA | CHARGERS, RAPID | CARTER'S | |
| RD04 | | 1EA | MAST, ANTENNA | CARTER'S | |

TIDEWATER SEARCH AND RESCUE GROUP
EQUIPMENT LISTING

| # | RQD | AMT | DESCRIPTION | LOCATION | REMARKS |
|------|-----|-----|--------------------------|----------|--------------|
| === | === | === | ===== | ===== | ===== |
| RD05 | | | 1EA ANTENNA,BASE STATION | CARTER'S | |
| RD06 | | | 1EA POWER STRIP | CARTER'S | |
| SS02 | 24 | 12 | TAPE, FLAGGING | CARTER'S | |
| SS04 | | | 12E DYLAUME, 12HR STICKS | CARTER'S | |
| SS08 | | | 1EA CAMERA, FOLIOID | CARTER'S | |
| SS09 | | | 1EA BINOCULARS | CARTER'S | |
| SS10 | | | 1EA MARKING PAINT | CARTER'S | |
| SS11 | | | 1RL CAUTION TAPE | CARTER'S | |
| SS12 | | | 1BX FLARES, ROAD | CARTER'S | |
| TH01 | 5 | 5 | PRUSICKS | CARTER'S | |
| TH02 | 2 | 4 | PULLEYS, 4" RESCUE | CARTER'S | |
| TH04 | 3 | 3 | FIGURE EIGHTS | CARTER'S | |
| TH05 | 2 | 1 | ROPE,STATIC 150' | | ROPE IS 174' |
| TH06 | | | 2E BAGS, ROPE | | |
| TH07 | 3 | | 4PR GLOVES, LEATHER | CARTER'S | |
| TH08 | 3 | | 1EA CARABINERS,LOCK LRGE | CARTER'S | |
| TH09 | | | 6EA CARABINERS, D LCKNG | CARTER'S | |
| TH12 | | | 2EA ASCENDORS,GIBBS | CARTER'S | |
| TH13 | | | 1EA ROPE, STATIC 300FT | CARTER'S | |
| TH14 | | | 1EA ROPE, STATIC 65FT | CARTER'S | |
| TH15 | | | 1EA PACK, ALICE LARGE | CARTER'S | |

TSAR Missions From Past Three Years Four or More Respondants

| | | |
|----------|----------------------------|------------|
| 05/03/89 | Joshua Scott | 6 persons |
| 09/20/89 | Lashbrook | 6 persons |
| 02/16/90 | Thomas Whitley | 10 persons |
| 05/11/90 | Manassas (Six Friends) | 6 persons |
| 07/12/90 | Disputanta | 8 persons |
| 01/18/91 | Duckworth | 5 persons |
| 03/04/91 | Birdneck | 7 persons |
| 03/18/91 | Dennis Soper | 6 persons |
| 06/03/91 | Isaiah Robinson | 8 persons |
| 08/24/91 | Merle Bandsma | 8 persons |
| 09/??/91 | Charity Powers | 6 persons |
| 09/24/91 | Dinwiddie County | 5 persons |
| 11/11/91 | Dismal Swamp | 8 persons |
| 12/10/91 | Yung Sook Lee | 5 persons |
| 03/08/92 | King George County | 9 persons |
| 04/??/92 | General Membership Meeting | 8 persons |
| 06/07/92 | Floyd County | 5 persons |
| 09/05/92 | Surry County | 11 persons |

18 missions - 127 respondents

Missions identified by location or victim

NationsBank®

P.O. BOX 27025
RICHMOND, VIRGINIA 23261

Statement Of Account

PAGE 1

| Last Statement Date | Current Statement Date |
|---------------------|------------------------|
| 01/29/93 | 02/26/93 |

| |
|---|
| For Information Regarding Your Account Call |
| (800) 842-0295 |

| |
|---------------------|
| Your Account Number |
| 0358 9269 |

| |
|----------------|
| Items Enclosed |
| 3 |

TIDEWATER SEARCH & RESCUE GROUP
PO BOX 7381
VIRGINIA BEACH VA 23458-7381

1214000 - LAFAYETTE BOULEVARD OFFICE
FULL ANALYSIS CHECKING ACCOUNT

TAX-ID: 541460325 60

| Balance Last Statement | We Have Added | | We Have Subtracted | | Resulting In A Balance Of |
|------------------------|---------------|--------------------|--------------------|-----------------|---------------------------|
| | Number | Deposits Totalling | Number | Items Totalling | |
| 88346 | 2 | 186903 | 5 | 227526 | 47723 |

THE NEW BUSINESS SCHEDULE OF FEES IS EFFECTIVE AS OF FEBRUARY 1, 1993.
THE SCHEDULE OF FEES WAS ANNOUNCED THROUGH A SEPARATE MAILING IN LATE
DECEMBER. IF YOU HAVE QUESTIONS CONCERNING THE INFORMATION, PLEASE
CONSULT WITH YOUR RELATIONSHIP MANAGER.

| Posting Date | Transaction Description | Reference Number | Transaction Amount |
|--------------|-------------------------|------------------|--------------------|
| 02/25 | CHECK # 1076* | 15704281 | 90.00 |
| 02/01 | CHECK # 1082* | 15025670 | 1,070.13 |
| 02/08 | CHECK # 1082 | 12621459 | 1,070.13 |
| 02/12 | CHECK # 1083 | 11674130 | 25.00 |
| 02/02 | DEPOSIT | 11481401 | 798.90+ |
| 02/02 | RETURNED CHECK 1082 | 920202020000106 | 1,070.13+ |
| 02/02 | RETURNED CHECK - CHARGE | 920202020000107 | 20.00 |

DAILY LEDGER BALANCE SUMMARY:

| DATE | BALANCE | DATE | BALANCE | DATE | BALANCE |
|---|---------|-------|----------|-------|---------|
| 02/01 | 186.67- | 02/02 | 1,662.36 | 02/08 | 592.23 |
| 02/12 | 567.23 | 02/25 | 477.23 | | |
| AVERAGE DAILY LEDGER BALANCE FROM 02/01 TO 02/26 | | | | | 765.69 |
| AVERAGE DAILY COLLECTED BALANCE FROM 02/01 TO 02/26 | | | | | 765.69 |

* ACCOUNT INFORMATION FOR HEARING IMPAIRED (TTY) *
* IS AVAILABLE BY CALLING: 1-800-554-3788 *

* WHERE THIS ASTERISK IS SHOWN, A PRECEDING CHECK (OR CHECKS) IS STILL OUTSTANDING. IS INCLUDED IN A SUMMARY LISTING.

The total(s) represents the correct amount of money you have in the bank. Please examine at once. If no error is reported within 14 days, your account will be considered correct.