

ASRC Minutes 20 June 1998

Attendance:

Larry Huffman – SMRG
Rob Miller – SMRG
Peter McCabe – MSAR
Jason Powell – BRMRG
Robert Koester – BRMRG
Brian Ulmer
Todd L'Herrou – SMRG
Mark Eggeman – TSAR
Suzen Collins – PSAR
Christina Smith – PSAR
Randy Frank

Chairs Report: (Todd)

Randy Frank and Todd met with Ranger Chuck Heckler, Head of the MD Dept of Natural Resources to discuss SAE and how ASRC can support the needs of the MD State Parks. He received a letter of thanks from Chuck Harris. Looking into teaching MSO to all rangers in the state parks so that there would be an availability to call rangers for assistance in a SAR emergency. The ASRC would respond as a field resource or liaison, but not management.

Vice-Chair: (Peter)

No report, all issues fall under Ops.

Treasurer's Report: (Mark)

Current Balance \$1,788.35.

3 groups have not yet paid their 1998 membership dues. SWVAMRG, PVRG and AMRG. This needs to be addressed by the BOD.

There needs to be a better process for sorting and disseminating mail. The ASRC had a credit with Metrocall, but, the bills that did come in were not being sent to Ruth. Metrocall was ready to drop the ASRC account in April. This situation has been handled. From now on, Metrocall bills will be debited from the ASRC account.

There is a need for an Admin person to work for the board in Charlottesville to keep up with the incoming mail and filing.

Secretary: (Christina)

Motion By Bob Koester to dispense with the reading of the minutes. 2nd by Mark.

Vote: - Favor: Unanimous

Please send updated rosters!

Committee Reports

Ops. – (Peter)

Copies of the ASRC/PA MOU with the park service were handed out. Also distributed was the ASRC Injury/Exposure Reporting Packet. This should be kept in all Ops Kits. There are various, free mapping websites that could be used for directions to searches such as "Who Where" and Map Quest. Working on a condensed FTM/FTL Ops manual to be carried in Packs. There is still some editing that needs to be done. There are no significant changes as of yet. The MD Park service has asked for a written review of what the ASRC does and how we do what we do. The packet is being put together by Todd to explain the various assets the ASRC can provide. A task group of Developers and contractors is helping to write code for the Research Management System. Peter is also getting a copy of the PA Volunteer Service Act for general knowledge.

Training:

Frank is caught up with a family situation and is stepping as ASRC Training Committee Chair and Training officer Position.

Communications:

Need to elect new Chair.

Medical:

Need someone to fill in for committee chair.

(There are several Committee Positions open that need to be filled. These positions need to be filled from within the committees. Todd will not be electing the Chairs.)

VASARCO: (Bob)

Legislation Passed and a study is to be completed within the next 6 months. DES is still working on the details of the study including cost, staff, rounds of public comment (One of which will take place at a SARCO meeting.) The study will review how much funding is needed to go towards SAR training, grants to Volunteer SAR groups, etc. ASRC does not completely through SARCO. There will need to be a bylaw change in order to allow PSAR to become a full member. SARCO will also be revising state IC standards to reflect level I,II, and III as well as the management standards for each group.

NASAR Hi-lights: SAR talk research composium (Revisions to textbooks) moving away from shifting probabilities. Mathematical probabilities to POD. Canada received a \$50K grant to replace the CASSI system with a new computer system. Martin Caldwell has an information website that you must send an e-mail on order to download a comprehensive, networkable program that can be used to predict POD's, includes terrain and vegetation. *

Group Reports:

AMRG: Not present

BRMRG: One search in the past month. Need to have 5 or 6 Alert Officers. Camille wants to take over the ADC role if it is still needed. This position needs to be appointed by the OPS chair that also needs to see that 3 or 4 more people are trained. The Old ASRC Metrocall number has been reassigned. Dispatch cost reimbursement. Receipts need to be submitted in December.

Motion to Appoint Camille Birmingham as ADC (Peter McCabe), 2nd - ?

Vote: F: 9, O:0, A:0 - Motion Passed.

MARG – Not Present

MSAR – Completed FTM training program. Some will be retaking the test at the end of the summer.

PSAR – Franklin City – 2 members responded. 2 new radios. 18 very active members, close to 30 members overall. Participated in two Public Relations events – “Hobbie Day” at a local school, foilprinted a large number of children and “A Day in the Park With a Friend”. (2 lost children that day, one of which was found by PSAR, the other returned on their own.) Great Publicity!

PVRG – Randy and Hart working on outreach in Maryland with Peter and Todd. MD CAP/Co-trainings. Have a joint training in August. There will be a training in August or September with the ASRC and the MD Dept. of Natural Resources. This training will end with a simulation.

SWVAMRG – Not Present

TSAR – Very quiet in terms of missions. Recruiting drive and FTM class to occur in the Fall. May coincide with FTL class if there is enough interest. DOGS are closer to meeting certification. Bonnie Goin is joining from K-9 Alert. A PSO course will be held July 18/19 sponsored by TSAR and DES at Newport News City Park. Anyone interested must register early. Dave, Mark and Ruth will be instructing.

SMRG – Provided first-aid support for 2 triathalons. FTM class will have simulation the weekend after mamorial day. Upon completion will have 8 or 9 new FTM's. In the process of trying to purchas a Laptop computer and printer for use in SAR events.

OLD BUSINESS

Associate Groups: The motion was made to send the question of an Associate group back to the committee for further review at that April BOD meeting. Peter brought back the discussion of the Motion to establish the Associate Group Status. This would be a 18 month trial at which time bylaw changes could be made.

Motion: *That the Board Approve a 2 year trail period for the category of the ASRC Associate Groups*
(Peter)

(a 2 year review would be necessary in order to make changes to requirements. Many modifacaitons would be presented by the OPS committee and presented to the baord for approval)

2nd -?

Discussion: Important to note ~~that~~ all suggested changes were integrated. Leaving roop for great flexibility in what types of ctoups can apply for Assoc. membership. The big picture is that this would provide an oppurtunity to broaden the ASRC. During the 18 month review period a Probationary Assoc. group would not be able to vote.

Concerns: 10 Associate groups could work together and possibly override the ASRC BOD in a vote.

Bob – groups will have to meet ASRC (and State) training requirements.

Peter – PASARCO voted and approved for teams who opt to do this can respond. The ASRC standards have been accepted by PASARCO. The goal is to start outreach this summer.

Search Services of America is interested in an Associated Group Status.

(both BURKLEY)

Motion change: *To accept given standards on good faith that the standards have bee reworked (for the 2-year trial and evaluation period). The Ops committed will modify as needed.*

Vote: F: 9, O: 0, A:0 – Motion Carries

ASRC IC/IS Roster:

Needed to be updated. Did not show expiration dates. Peter has reconstructed as much as possible. Many IC/IC expired in FEB 98 but were not properly informed.

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Motion: That all IC/IS be advised of expiration date by mail.. That those who expired in FEB 98 be advised to present information at the next BOD meeting for re-certification. (Peter)

2nd – Bob

Information will be sent to Peter McCabe. The IC/IS roster is to be produced by the ADC.

Hart is the acting training officer (Appointed by Todd L'Herrou)

Step 1: update IC/IS Roster.

Step 2: Same Expiration date? Currently expires after 2 years and 11 months. May need to consider moving to a 3-year re-certification date.

Vote: F: 8, O: 0, A: 0 – Motion carries.

NEXT MEETING HOSTED BY BRMRG. DATE TO BE CHANGED TO 12/13 SEPT 98 with committee meetings on the 12th. The BOD will meet as a separate committee from 1100 – 1300.

NEW BUSINESS:

WEB Page - Ongoing development of the ASRC web page necessary as the dissemination of information must be accessible to outsider interests. BRMRG computer can handle the web page. Anyone with access to Internet can easily update information. Internal and external website to allow for viewing by external interests. Groups can give website address to members for access to ASRC documents eliminating the need for paper copies. AMAZON.com will give up to 15 % commission to any website that hosts a link and provides a list of recommended books available for purchase. A list has been handed out for review. The higher commission is available for sites that offer book reviews.

Motion: To enter into association with Amazon.com in connection with our website. (Peter)

2nd – Bob

The ASRC would not be endorsing these items. A blanket statement would need to be made such as: "Reviews are individual reviews and are not the belief of the ASRC as a whole." Other groups could easily add books to the list. This would only be a link to another web page, not an advertisement. Need to review the server rights through BRMRG.

Vote: F: 6, O:1, A: 1 – Motion Carries

Sustaining Members:

The admin manual does not establish dues for sustaining members. Is this needed? The intent to use our networks to find someone to act as a fundraising coordinator for the ASRC. ASRC members are overwhelmed with Field Ops and are unable to work on fundraising. (Bob) Does this need to be assigned to a committee? (Suzen) PSAR sustaining members do not get charged dues because they are already giving money, time or services to the group.

The ASRC needs to make guidelines for Sustaining members. It is differentiated in by-laws between monetary and material support. Suzen Collins will write guidelines for material support while SMRG will write guidelines for financial support.

Dispatch

Conceptual issue of broadening the capabilities of ASRC dispatch outside of Charlottesville, centralizing dispatch from 1 center with flexibility. Peter will need to work with Camille on training status and skills per the ASRC guidelines and bring in more AO's. There is a discontinuity with dispatch procedures, these

protocols need to be worked on. Earlier problems involved timeliness of response. A draft of current procedures is available from BRMRG. All groups need to respond within 10 – 15 minutes of alert.

Issue from Mark: Per Ruth and Winnie, when we close dispatch, members not recovered from the field are not covered by workers compensation beginning with the time that dispatch closes. EOC need one point of contact. Is it possible to toll dispatch over to the another team until the time all teams respond with all members accounted for.

Motion: That the Conference dispatch not be considered closed until all resources are accounted for and recovered from the field. (Mark)
2nd – Hart

This motion leaves open the actual procedure for which team is handling dispatch. The simple solution is to modify call to DES for closing of dispatch by rolling over dispatch to group with last member out.

Vote: F: 8, O:0, A:0 – Motion Carries

DUES (Delinquent Payments)

Motion: That effective immediately, groups that have not paid dues will lose their vote within the ASRC. (Peter)
2nd: Mark

3.8 of bylaws: Failure to pay dues may be a violation of regulations set forth by membership. Dues are to be paid in January. (The process for termination of membership must have the vote of ¾ of BOD. Written notice must be sent) Proposal: To send written notice to each group and Cc various members. Individual groups were notified in December and 2 other times this that dues were to be paid.

Motion Changed: The chair personally communicates with the chair of each group regarding late payment of dues and that there be a late fee assessment of 25% for payments not received within 30 days. (Peter)
2nd: Mark

Vote: F: 8, O: 0, A: 0 – Motion Carries.

Admin Officer – per Admin Manual, needs to be appointed.

ASRC Brochure:

Randy Frank is working on brochure. Mock-ups will be sent via e-mail for review. A short write-up on all groups will be incorporated. May be able to gain access to the VA Rescue Squad Recruitment and Retention Grant to cover funding.

PIO Officers

Need to be nominated by Chair. *Todd nominated Randy Frank as conference PIO for operational status and central routing for public information.* Randy completed the FEMA course in Public Information and has 18 years experience in marketing and Public Relations. We currently do not have a PIO for searches and no one with the training. (If anyone bans national press from going into certain areas of searches etc., we could face a lawsuit!) The ASRC needs to be aware of all outreach done by all groups.

AT&T has donated 1 cell phone and free airtime for each group within the conference. They are on permanent loan to each group. W.VA group needs to test phones and write up any problems they experience.

Vote on Randy Frank as Conference PIO: F: 7, O:0, A: 1

FEMA training is available through the ASRC for all members. Guidelines are available from Randy.

Agency Representative:

Must have one for every search. Usually an IC but can be anyone. Should also be appointed.

Motion: Instead of IC being primary AR, an IS or below may be appointed but only through the ACA, especially when the IC is not a member of the ASRC. (_____)

2nd Hart

Discussion:

This is redundant, AR is established by ACA, but is done with great caution based on the individual situation. Need a high level of ACA to make the decision. An AO does not have enough training to decide who should represent the ASRC. At this point, it is not so much the procedure, it is the people. The AR needs to know how to utilize the ASRC and know when to pull the conference from a situation where we do not need to be present.

Hart: Incident Staff is not being given the opportunity to gain experience. The AR should be based on both the person's capabilities with political sensitivity and timelines of arrival.

Randy: Rapid response is absolutely necessary. As such, can a new IS or long time FTL handle the role of AR until a more experienced AR is available or arrives on scene?

Peter: Agree with Randy's statement. ASRC is a 'Good Old Boys Network'. But IS and IC needs to make themselves known to the ACA for future reference. Many searches are over very quickly and we need to get the people in the field ASAP.

ACA's can appoint a 2-tier system. Searches are not training situations. The capabilities of an IS member is taken from the trainer. If the trainer does not feel a person is capable of handling a particular situation, then the ACA needs to use that information for the choosing of the AR.

Hart: We need to define the role of the AR. In general, people are not filling their appropriate roles on a search.

Suzen: We need to develop those with the skills to fill a role of AE.

Motion withdrawn..

Frank: this comes to an issue of respect for each other.

The AR questions need to be solved if we are moving so strongly within Maryland.

Todd: it is necessary to consider the knowledge of each IS when making these decisions.

Mark: This is either a communication problem or training issue for mission staff.

Peter: On the part of the Corporation, those with the knowledge in various localities make the ASRC aware of the situation.(Political Sensitivity)

Todd: We Do need to acknowledge and train those capable of being an AR.

Other New Business:

Motion to assign Group 094 to PSAR (Mark), 2nd?

Vote: F: 9, O: 0, A:0 – Motion carries

Motion to Adjourn 1557

2nd – everyone.