

Appalachian Search and Rescue Conference
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 www.asrc.net



ASRC Board of Directors Meeting Minutes
 January 11, 2015
 Blackburn Trail Center – Round Hill, VA
 (without teleconference connection)

Documented Board Representatives		BoD Reps Present
Allegheny Mountain Rescue Group 1. Ken Chiacchia (<i>proxy to Don Scelza</i>) 2. Don Scelza	AMRG	2
Blue Ridge Mountain Rescue Group 1. Laura Dodson 2. Aaron Bentley	BRMRG	0
DELMARVA Search and Rescue Group 1. Jim Jackson 2. Robert Peterson (<i>proxy to Jim Jackson</i>)	DMVSAR	2
Maryland Search and Rescue 1. Gregg Wavle (<i>proxy to Victoria Airey</i>)	MSAR	1
Mountaineer Area Rescue Group 1. John Barnett (<i>proxy to Paula Repka</i>) 2. Don Ferguson (<i>proxy to Paula Repka</i>)	MARG	2
Northwest Pennsylvania K-9 Search and Rescue 1. Adam Gatti	NWPAK9SAR	1 (non-voting)
Potomac Valley Rescue Group 1. Alan Holmes 2. Scott Glazer	PVRG	0
Search and Rescue Ohio 1. Brian Maier	SAR-Ohio	1
Shenandoah Mountain Rescue Group 1. Andrew Hower 2. Padraic Hughes	SMRG	2

I. Call to Order

The Board of Directors (BoD) Meeting of the ASRC was called to order by Don Scelza, Chairman, at 1005 on Sunday, January 11, 2015. The meeting was conducted at Blackburn Trail Center near Round Hill, VA.

II. Participant Role Call

Don Scelza opened the meeting with a team/BoD Representative Roll Call. (Seven ASRC Teams were represented as documented in the chart above.)

There were five ASRC BoD Representatives present and five BoD Representative proxies conveyed to the Secretary by 1900 on 1/8/15, representing ten of fourteen voting members present. 71% of the ASRC Board of Directors was represented during the roll call, constituting a quorum.

Also in attendance were members from several Groups, Beth Huhn (ASRC Secretary) and Adam Gatti, non-voting BoD Representative, from probationary group Northwest Pennsylvania K-9 Search and Rescue.

III. Approval of Previous Meeting Minutes

A motion to accept the October 11, 2014, BoD Meeting Minutes (as disseminated with the January 11, 2015, BoD Meeting Agenda) was made by Padraic Hughes (SMRG), seconded by Brian Maier (SAR-Ohio). No abstentions, no nays, all BoD in favor.

Motion passed.

IV. Officer Reports

Secretary (Beth Huhn, Secretary)

- Still awaiting submission of 4th Quarter 2014 Rosters by BRMRG and PVRG
- Thank you to all other groups that have submitted rosters as requested and as outlined in the ASRC Administrative Manual

Operations (Michael Hansen, Conference Operations Officer)

- Reminder to teams to notify ASRC when team responds to a search
 - Notification can be via ASRC website or call/email/text to the Conference Operations Officer
 - Question: Is normal team dispatch sufficient, or should a direct communication be sent to the Conference Operations Officer?
 - Answer: Please either utilize the ASRC website or make direct contact with COO.

Treasurer (Victoria Airey, Treasurer)

- A verbal financial update was provided.
- Current conference financial status outlined below:

2015 January 11Beginning Balance as of this BoD meeting (1/11/15): **\$8,981.46**

Retreat Details

*Facility Expense – paid by DMVSAR: \$250***Expenses**

Breakfast 1/10/15	\$106.73
All other food:	\$600.00
Wood	<u>\$40.00</u>
Total expenses	\$746.73

Income

Participant meal fees	\$570.00
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(amount collected less than anticipated – multiple last minute cancellations/no-shows)

Retreat net: **(\$176.73)**Donation: **\$500.00**Ending balance 1/11/15: **\$9,304.73****Training** (Andrew Hower, Conference Training Officer)

Don Scelza, ASRC Chair, announced Andrew Hower will remain as the Conference Training Officer at the time. Chair striking Conference Training Officer discussion from the New Business segment of the BOD Meeting Agenda.

- This weekend there were very good discussions from members' perspectives. Much that is being developed coincides with the desires of membership.
- A comprehensive package, inclusive of: progress report, draft set of documents (PTB's, implementation manual, how credentials will be handled, who is authorized to sign-off, question pool for standards tests) will disseminated soon.
- Ben McCandless to develop position papers on methods for implementation. Will be disseminated to all Groups for review and discussion.
- Training breakout offered opportunity to capture items that Groups desire. Including:
 - Fully hosted solution to house certification/training records
 - Secure location from which tests could be administered
- Teams are asked to please solicit members that may have expertise and ideas in the areas of a hosting solution and secure testing administration solution. Relay interested member contact information to training@asrc.net.

- Comment Conover: Line item may be needed in budget to plan coverage of expenses associated with above (hosting solution/secure testing administration). May wish to initially budget for start-up costs.
- Comment: Maryland accepts ASTM standards. ASRC working to make sure new program meets acceptable standards.

Search Manager packages: Since the previous BOD Meeting, two SM-IV application packages were submitted for Board consideration and approval.

John Rogowski (AMRG), SM-IV

- CTO emailed the application package to the BOD list on 1/15/15.
- The package was escalated to the CTO through the AMRG Group Training Officer, Rebecca Hostetter.
- The CTO finds the application meets the approved standards and recommends Board approval.

A motion was made to approve John Rogowski's promotion to SM-IV by Jim Jackson (DMVSAR), seconded by Brian Maier (SAR-Ohio). 2 abstentions, no nays, 8 in favor. **Motion passed.**

James Jackson (DMVSAR), SM-IV

- The package was escalated to the ASRC Chair through DMVSAR.
- The Chair has reviewed the application package, considers it complete and requests Board approval.

A motion was made to approve James Jackson's promotion to SM-IV by Padraic Hughes (SMRG) and seconded by Brian Maier (SAR-Ohio). 2 abstentions, no nays, 8 in favor. **Motion passed.**

Chair noted that for Maryland, the Board will develop a form letter using ASRC letterhead that an RA can initial/sign to provide acceptable documentation to member to reflect activities in base.

V. Unfinished Business

Northwest Pennsylvania K-9 Search and Rescue (NWPAK9SAR)

- There has been discussion regarding probationary group requirements since the October 11, 2014, BOD Meeting, during which NWPAK9SAR was voted in by the Board as a new ASRC Probationary Group.
- The dialogue primarily surrounded the need for an all-Group vote at the next AGM.
- Chair announced there was a misinterpretation of the Bylaws and an ASRC-wide member vote is not required. The Group Membership vote defined in the Bylaws is that of the probationary group itself.

- NWPAK9SAR's Probationary Group status with ASRC remains as determined by vote at the October 11, 2014, ASRC BOD Meeting.

VI. New Business

Roster Reviews (Victoria Airey, Treasurer)

- Initial invoices in draft form. Awaiting roster submissions from PVRG and BRMRG.
- Many rosters appear to contain mistakes. Request Groups review rosters submitted to ensure accurate.
- Roster data is utilized not only for invoicing, but also to review FTM/FTL numbers and type of Group membership with the ASRC.
- ASRC needs to be auditable.
- Comments:
 - Question: Why does the number of FTM/FTL entries affect the type of group membership? Answer: As outlined in the Bylaws, there are certification parameters defined for the two types of ASRC Certified Groups – Class A/Class B, that define how many votes (BOD Representatives) sit on the Board. (Additional discussion ensued)
 - ASRC BOD Representatives need to be responsible to ensure their Group roster submitted to the ASRC is accurate.

Conference Vice Chair position (Don Scelza, Chair)

- Chair announced that when the current cadre of Officers was voted in, the Vice Chair position was not filled.
- Chair thinking over time that it is important to fill the Vice Chair position.
- Chair has asked Don Ferguson (MARG) to fill the position and Ferguson accepted.

Medical Direction Committee (Keith Conover, Medical Advisory Committee Chair)

During the 1/10/15 Retreat Medical Breakout session, members requested Conover to bring the following items to the Board with recommendation to accept:

1. Excerpt from document <http://www.conovers.org/ftp/2015-01-05-ASRC-Retreat-Medical-Breakout.pdf>:

6) Principles for Discussion

If there is a consensus on some of these, an edited version could be submitted to the BOD to guide future medical and operational planning.

a) Search and Rescue

- i) The name on the logo and patch: "Appalachian Search and RESCUE" argues that rescue is part of what we do.
- ii) First aid, EMS or medical care are central to rescue, and thus, central to the Conference's mission.
- iii) Our patch and logo depict a star of life, which is the symbol of the US Emergency Medical Services program developed by the US Department of Transportation. One can therefore argue that every ASRC group should do its best to provide First Responder level care to its patients. This

- does not mean that all members need to be trained as First Responders any more than all the members of a fire department that is also an EMS agency be trained as First Responders.
- b) **Wilderness Patient Care, Legal Issues:**
- i) Wilderness first aid, Wilderness EMS and wilderness medical care are different than “street” first aid, EMS and medical care. For example, the standard “street” care for a shoulder dislocation, is to immobilize and transport to the nearest Emergency Department. However, the standard of care in the backcountry, at all levels of care provider (wilderness first aid, Wilderness EMS and medical care), the standard of care is to attempt reduction in the field. However, this is not accepted by all authorities having jurisdiction over first aid, EMS or medical care.
 - ii) **Standard of Care:** This different standard for backcountry care is established in textbooks, medical journal articles and even ASTM standards. These (sometimes conflicting) texts give those providing wilderness first aid, Wilderness EMS or wilderness medical care a certain level of legal protection from:
 - (1) civil suits (tort claims for monetary damages)
 - (2) criminal actions (“practicing medicine without a license”), and
 - (3) regulatory actions (removing an EMS or medical certificate or license based on violating “street” protocols).
 - iii) **Medical Directors:** A Group physician medical director may provide additional legal protection, in the form of Group protocols and standing orders for wilderness first aid, Wilderness EMS or wilderness medical care. A Group Medical Director may also serve to supervise the Group’s first aid, EMS and medical training, and to provide quality review patient care cases. A Group Medical Director may also serve to provide online medical direction by radio or cellphone, providing medical advice directly to those in the field.
 - iv) **Medical Advisory Committee:** The Conference Medical Direction Committee (likely to be renamed the Medical Advisory Committee) provides Conference Groups legal protection for backcountry patient care through two means:
 - (1) “ex cathedra” white papers on medical topics that are, or should be, of particular interest to members of ASRC Groups, and
 - (2) general protocols for the wilderness first aid, Wilderness EMS, or wilderness medical care of SAR patients in our mid-Appalachian region, which may be referenced by Groups without a medical director.
- c) **Medical Committee:**
- i) Keeping up with the latest in first aid, EMS and medical issues, and separating the wheat from the chaff, are hard, even for full-time academic physicians. One of the roles of the Medical Committee, in concert with the Medical Advisory Committee, is to continually assess the need for new recommendations for wilderness first aid, Wilderness EMS or wilderness medical care training or practice. Most such discussions would occur within the Medical Committee, with final White Papers on a topic occasionally emerging from the Medical Advisory Committee.
 - ii) The Conference as a whole will be served by better data about the first aid, EMS and medical care we render. This will allow us to better prepare for future needs. The Medical Committee will be the primary focus for gathering such information, drawing conclusions from it, and making recommendations.

A motion to accept the “Principles for Discussion” (*as outlined in the above excerpt*) was made by Padraic Hughes (SMRG), seconded by Brian Maier (SAR-Ohio). 1 abstention, no nays, 9 in favor. **Motion passed.**

2. Document [2014-11-13-ASRC-OGM-Medical-Section-revised.pdf](#), revised 1/10/15 by the medical breakout at the Retreat:

A motion to accept the document with proposed modifications, and to put the contents into effect as an Act of the BOD; until such time as the Administrative Manual and Operations Manual are updated was made by Keith Conover (AMRG), seconded by Padraic Hughes (SMRG). *

Discussion:

- All governing documents require a thorough review to clean-up and streamline contents.
- Change to Bylaws needed – remove occurrence of Conference Medical Officer from documentation
- Was the entire medical document already approved by the Board? No – only the component of document dealing with the Medical Direction Committee {Medical Advisory Committee}
- Medical Advisory Committee will provide member groups best practice information via whitepapers. If members follow recommended protocols, will provide a level of protection against medical liability. Accepted practices offered and signed-off by group of medical professionals.

ASRC Chair called for vote. No abstentions, no nays, all BoD in favor. **Motion passed.**

3. Carl Solomon (MSAR) will serve as Chair of the ASRC Medical Committee.

Medical Advisory Committee nominee

A motion to appoint Michael Millin (MSAR), contingent upon his achieving CQ certification with his member group, to serve on the Medical Advisory Committee was made by Keith Conover (AMRG), seconded by Padraic Hughes (SMRG). No abstentions, no nays, all BoD in favor. **Motion passed.**

VII. Good of the Order

Brian Maier (SAR-Ohio) provided an update regarding SAR-Ohio's probationary status.

- Group working to add an additional 7 FTM's in the upcoming months.
- Requested an extension of the current deadline (*March 1, 2015*) to comply with the ASRC Certified Group, Certified Members requirements until the 2015 AGM.

A motion was made to extend the current deadline for SAR-Ohio to comply with the ASRC Certified Group, number of Certified Members requirement until the 2015 AGM by Brian Maier (SAR-Ohio), seconded by Jim Jackson (DMVSAR). No abstentions, no nays, all in favor. **Motion passed.**

VIII. Adjourn

The Chair thanked all who participated in the meeting and the Retreat weekend.

With no additional formal business noted, a motion to adjourn was made by Brian Maier (SAR-Ohio), seconded by Padraic Hughes (SMRG). No objections.

The meeting was adjourned at 1111.

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The foregoing minutes are reported to the best of my knowledge.

Beth A. Huhn, ASRC Secretary

* Edited 2/2/15 to accurately document motion, at request of K. Conover