



## ASRC BOARD OF DIRECTORS MEETING AGENDA

January 18, 2026

Bear's Den

[Teams Link](#)

### I. Call to Order:

LuAnn, Vice Chair, called the meeting to order at 10:06

### II. Participant Roll Call

In Person:

- AMRG Keith (R) Don Scelza
- BRMRG
- MARG Ken C, Carl (R) Heather Billings, Don S,
- MSAR Dan (R) Jocelyn (R), Parastoo Saharkhiz, Larry Raskin
- NWPAK9 LuAnn (R), Kathy Lamb(R)
- SMRG Steve W, Shawn McGelliott (R)
- RSC
- ASRC Gene (the radio guy) Harrison
- Credentialing Board Steve W

### III. Approval of Minutes

Minutes from the October meeting were not available.

### IV. Officer Reports

- a. **Chair** – None provided
- b. **Vice-Chair** – Thank or your participation. There were numerous good presentations. Steve made a motion to recognize LuAnn for her work on the Retreat. Seconded by all.
- c. **Secretary** – Nothing to report.
- d. **Treasurer** – Dan B has not been reimbursed for his expenses supporting the Retreat at Bear's Den 2025. The dues invoices for 2025 have not been sent to the Groups. The Treasurer has stated that she prefers to hold all invoices until they can be sent as a bunch to all the teams. The consensus is that this is not an appropriate approach. Invoices should be sent to the team when they provide their roster. The Treasurer submitted a 2025 Year End report which is included in these minutes. The State Corporation Commission of Virginia web site has the corporation listed as inactive. This issue needs to be handled as soon as possible. There is agreement that a significant threat to the corporation is the inactivity and lack of attention by the Treasurer. The corporation is current with the IRS 990.

*Dan made a motion:* A reminder to submit rosters should be sent to the Groups. If they have not submitted a roster by the end of the month, they will be invoiced based on their most recent roster submission. Additionally, they will be asked for a voluntary contribution in lieu of 2025 dues. The invoices are to be sent by February 1<sup>st</sup>. Keith seconded. Unanimous

*Dan made a motion:* The Board should appoint a member to the Board to be the Financial Management Representative of the Board and Steve W will hold that position. Sean seconded. Unanimous

*Dan made a motion:* The Financial Management Representative of the Board of directors shall have access to all the financial instruments of the corporation including access to the bank account. Keith seconded. Unanimous

The financial Management Representative shall manage the Corporation's registration with the Commonwealth of Virginia and manage submission of the Corporation's 990.

- e. **Conference Training Officer** – There is a packet of three recertifications for Search Manager.
- *Ken recommends* Rebecca Hostetter as Search Manager 4. Keith seconded Unanimous
  - *Ken recommends* Patty Lindsay as a Search Manager 3. Dan seconded Unanimous
  - *Ken presented* without motion the recertification as a Search Manager 3. Carl made the motion. Dan seconded. Unanimous
  - Ken made a motion to allow for a 1-year extension to Jocelyn King, SM 4, and Don Scelza, SM 1 certifications. Keith seconded. Unanimous

Don S presented a draft of the Search Manager Training Requirements. Comments were received and integrated into the latest proposal. The new standard includes a mentorship process and moves Lost Person Behaviors earlier in the process. The CTO is in support of changes that make our SMs better but wants to caution on changes that reduce the number of SMs.

- f. **Operations** - Jocelyn is stepping down from COO. Her position will be vacant until the next BoD meeting.

g. **Credentialing Board**

In anticipation of the Credentialing Board 10-year anniversary, the Board has reviewed its progress. The Board feels they have not been as successful as they would have liked. To make the Board more successful will take additional effort from the Board of Directors and from the Credentialing Board, however everyone on the Board, except for Steve, has other Conference responsibilities. The environment that motivated the need for the Credentialing Board has changed and

the Board feels that it is not providing a product that is appreciated by its intended customers. Steve invites the Board to consider dissolving the credentialing process. Notwithstanding, the work products of the Credential Board (PTBs...) are useful. Carl feels the Groups should be contacted to gauge their use of the Board and how dissolution of the Board might affect the group. Who would perform this outreach? Steve proposes to create a report on the state of the credentialing process by reaching out to the GTOs.

## **VI. Group Updates**

- AMRG: Currently they are at about 120 members. The Group has done an excellent job of fostering relationships with many of the emergency services agencies within the area resulting in a significant increase in callouts. The Group recently held its 40-year anniversary.
- BRMRG: Not in attendance
- MARG: Continues to be engaged by the other first responders. They have now received their second request for service based on an alert from a satellite location system. When these alerts occur and are forwarded to the 911 Center, all they get is a location with no additional information.
- MSAR: This year was the slowest year ever with less than 8 callouts. The newest cohort of new members, 15, has just been welcomed into the Group. With the latest and previous cohorts, the membership process is moving well.
- NWPAK9: Over the last year, there have been 11 new K9 certifications and 4 members have achieved new ASRC field level certifications. There were 15 search calls this year along with requests to assist with several cold cases. The team attended 16 PR events. The team has obtained 5 new members.
- SMRG: Had a good year with 57 alerts with 23 deployments totaling 1,300 response hours. SMRG is performing an internal review of a) what does it mean to be an active member, and b) what is SMRG's relationship with the ASRC. A group within SMRG has put forward the desire to leave the ASRC. A review committee has been created.
- RSC: The RSC yearly event this year will be a panel discussion with four seasoned search managers.

## **VI. New & Unfinished Business**

### **2026 BoD meeting dates**

- April 9<sup>th</sup> 7 PM
- August 8 (tentative) AGM
- October 22<sup>nd</sup> 7 PM
- January 17<sup>th</sup> 7 PM

### **Strategic Direction Discussion**

There was a lengthy discussion of the strategic direction of the ASRC. Don stated that he has been thinking about the direction of the ASRC. LuAnn & Don started a discussion that turned into larger conversation. While there is no consensus on what the strategic direction of the Conference should be, there is a feeling that the current direction is not working.

The attendance at the 50<sup>th</sup> anniversary and the attendance at this year's retreat are symptoms of a larger problem.

Steve presented a set of slides he created for discussions within SMRG.

If we were to take on a strategic planning process, who would take the lead?

Some fundamental questions: What is our mission? Is what the ASRC provides useful to the groups? Do we continue with the Group membership model? What are we offering and how does that relate to what we are willing to do? An important aspect of the Conference is that it is a center of excellence. Can we be an organization that just provides services to teams and not try to reach down to the members?

Is there a broader cultural context? Does it inform how we think about what model will work to serve our customers? Is the participation issue affected by FOMA? If there isn't enough participation, the members will not participate.

Who are the thought leaders? How do we cultivate the new thought leaders from the groups to make the Conference more desirable? What does engagement look like?

What are the next steps? What is the one thing that would make the most people show up?

Dan and Carl both provided their view of the main contributions of the ASRC:

Dan:

- Training standards
- Community
- Center of Excellence

Carl:

- Training standards
- Insurance
- Camaraderie

Don will work on a SWOT for discussion.

Dan & Steve will put together a set of questions that can be taken to the Reps

## **VII. Good of the Order**

The Publication committee will meet to approve Essentials for Search and Rescue.

Jocelyn made a motion to adjourn. Sean seconded.



## Appalachian Search and Rescue Conference, Inc.

P.O. Box 400440 • Newcomb Hall Station • Charlottesville, VA 22904

Allegheny Mountain Rescue Group • Blue Ridge Mountain Rescue Group

Maryland Search and Rescue • Mountaineer Area Rescue Group

NW Pennsylvania K9 Search and Rescue •

Remote Support Corp • Shenandoah Mountain Rescue Group

January 2026:

### 2025 Year End Report

#### All Account Balances:

01/01/2025:	\$11,530.61
12/31/2025:	\$5,061.52
<b>Difference:</b>	<b>\$6,469.09</b>

<b>Total Income:</b>	\$3,940.22 *
<b>Total Expenses:</b>	\$10,874.33
<b>Difference:</b>	<b>\$14,814.55</b>

#### Details:

##### Main Truist Bank Account:

1/1/2025	\$6,165.61
12/31/2025	\$3,231.52

##### Secondary (Venmo) Truist Bank Account:

1/1/2025	\$5,048.00
12/31/2025	\$1,048.00

##### Venmo Account:

1/1/2025	\$317.00
12/31/2025	\$782.00

#### Income:

Group Dues RSC:	\$17.00 **
Group Due SAR-Ohio:	\$690.22 ***
<b>ASRC 50th Anniversary:</b>	<b>\$3,250.00</b>
Donation Collected at ASRC Retreat:	\$945.00
<b>Total:</b>	<b>\$4,902.22</b>

**Expenses:**

Insurance (payment 1 of 2):	(\$3,127.00)
Insurance (payment 2 of 2):	(\$3,126.00)
Winter Retreat Catering:	(\$620.57)
Winter Retreat Food:	(\$480.00)
ASRC AGM 50th Anniversary (thru Zeffy):	(\$3,900.74) ****
<b>Total:</b>	<b>(\$11,254.31)</b>
<b>Difference:</b>	<b>(\$6,352.09)</b>

**Estimated Projections for 2026:****Income:**

2026 Group Dues:	\$7,700.00
2025 Group Dues:	\$7,700.00 ?
<b>Total:</b>	<b>\$15,400.00</b>

**Expenses:**

Annual Meeting:	(\$400.00)
Class Marker Credit Pack:	(\$25.00)
Insurance:	(\$6,253.00)
Remote Support Training:	(\$375.00)
VaSARCo Annual Dues:	(\$60.00)
VCC Virginia Fee	(\$25.00)
Winter Retreat Food:	(\$700.00)
Winter Retreat Lodging:	(\$900.00)
<b>Total:</b>	<b>(\$8,738.00)</b>

**Projected Difference: \$6,662.00**

## Comments:

- \* No group dues
- \*\* One of the non-group affiliated RSC members paid their 2025 Dues in December 2024
- \*\*\* SAR-Ohio dissolved and distributed some of their assets to the ASRC
- \*\*\*\* Award Plaques, Stickers, Bottles, Bar, Food, Facility Rental



## Appalachian Search and Rescue Conference, Inc.

P.O. Box 400440 • Newcomb Hall Station • Charlottesville, VA 22904

Allegheny Mountain Rescue Group • Blue Ridge Mountain Rescue Group

Maryland Search and Rescue • Mountaineer Area Rescue Group

NW Pennsylvania K9 Search and Rescue •

Remote Support Corp • Shenandoah Mountain Rescue Group

### January 2026:

1. The 2024 4th quarter rosters submitted to the ASRC Secretary are due at the end of that year and are used to calculate dues. I asked several times for access to the ASRC roster repository but I received no reply. I need access to the most recent rosters in order to generate the 2025 invoices.

The 2025 4th quarter rosters should already have been sent to the secretary for inclusion in the ASRC roster repository before the first of the year. I would like to have access so the 2026 invoices can be generated.

Rosters are to be submitted several times a year as new members join, leave, or gain new certifications. If a 4th quarter roster is not available the invoices are based on the last version submitted to the ASRC Secretary. Without access to the ASRC roster repository I do not know which is the latest version.

One person (not a group) paid their dues for 2025. The dues are \$100 per group plus \$17 per member.

Since I never received access to the ASRC roster repository for the 2025 dues, how would the Board like for these to be invoiced?

Where have the 4th quarter 2025 rosters been placed? These were due to the ASRC Secretary last month, have they been received? I would like access to this location.



## Appalachian Search and Rescue Conference, Inc.

P.O. Box 400440 • Newcomb Hall Station • Charlottesville, VA 22904

Allegheny Mountain Rescue Group • Blue Ridge Mountain Rescue Group

Maryland Search and Rescue • Mountaineer Area Rescue Group

NW Pennsylvania K9 Search and Rescue •

Remote Support Corp • Shenandoah Mountain Rescue Group

### January 2026:

2. I have never been involved with the payment for the asrc.net domain registration. I believe that this is some form of auto-renew which may be this month. This registration does not come out of any of the ASRC bank accounts and I am unaware of how this is paid.

Do we know how this is done? Is this documented anywhere? Are these auto-renews free? If not how is this paid?

This has come up in the past but I know nothing about how this is managed financially.

3. I was unable to pay the Virginia State Corporation Commission fees. There is no link and says none is due. When I went to check the status it says "inactive". Usually this means that the report was not submitted for at least a year. I cannot pay this fee unless this report is submitted. This is an administrative function to submit this report which is independent from the payment.

This is similar to filling out the annual insurance update which is also not done by the treasurer.



## Appalachian Search and Rescue Conference, Inc.

P.O. Box 400440 • Newcomb Hall Station • Charlottesville, VA 22904

Allegheny Mountain Rescue Group • Blue Ridge Mountain Rescue Group

Maryland Search and Rescue • Mountaineer Area Rescue Group

NW Pennsylvania K9 Search and Rescue •

Remote Support Corp • Shenandoah Mountain Rescue Group

**January 2026:**

4. I want to alert the Board of an attempt by a scammer to steal \$2100 from the ASRC. The first email came 28 July 2025 and came from "Anne Russell" to

Hi Victoria,

Can you please send a bank transfer to a vendor for services today? Let me know if this is feasible, and i will provide you the details right away.

Thanks,  
Anne

This is right before the ASRC 50th Anniversary so I was expecting requests for payments. I replied asking "What's this for?" and got the following response:

The payment is for our upcoming SAREX Program services and Rentals. I need you to transfer \$2100 to the vendor for their services. Here is their bank info for the payment.

Bank name : Veridian Bank

Account holder name : Daphne Jefferson Taylor

Routing Number: 273976369

Account Number: 48504573900

Bank address: 3221 SE 14th street Des Moines, IA 50320

Home address : 1504 Sampson Street Des Moines, USA

Send me a copy of the payment receipt when you have done the transfer.

Thanks,

Anne

At this point I was suspicious since the AGM was a celebration of our 50th anniversary and no SAREX was planned. Although the bank information came from "Anne" a copy of this message was sent from "Neil Stoltzfus". I sent this response:

Hi Neil,

When is this for? All payments require an itemized receipt first. Money is then sent by check.

Anne did not mention this to me when I talked to her about two weeks ago. If this is about the 50th Anniversary event all those bills have been paid.

Victoria

The reply from "Neil":

We are paying the vendor for our Christmas party catering services. Rentals and Supplies. The vendor does not accept checks, We can either pay him via Bank or wire transfer, PayPal, Zelle or Cashier checks. Let me know how you intend to proceed so i can provide you with the details

Now I'm laughing. We have winter retreats, never ASRC Christmas parties. I expanded the email address for both the emails from "Anne" and "Neil" to look at it and both were sent by "michael@cieslok.net"

I sent one more mail to play along and added chair@asrc.net to the chain.

When and where is the Christmas Party?  
Do you have the invoice?  
What group are you with?

Victoria

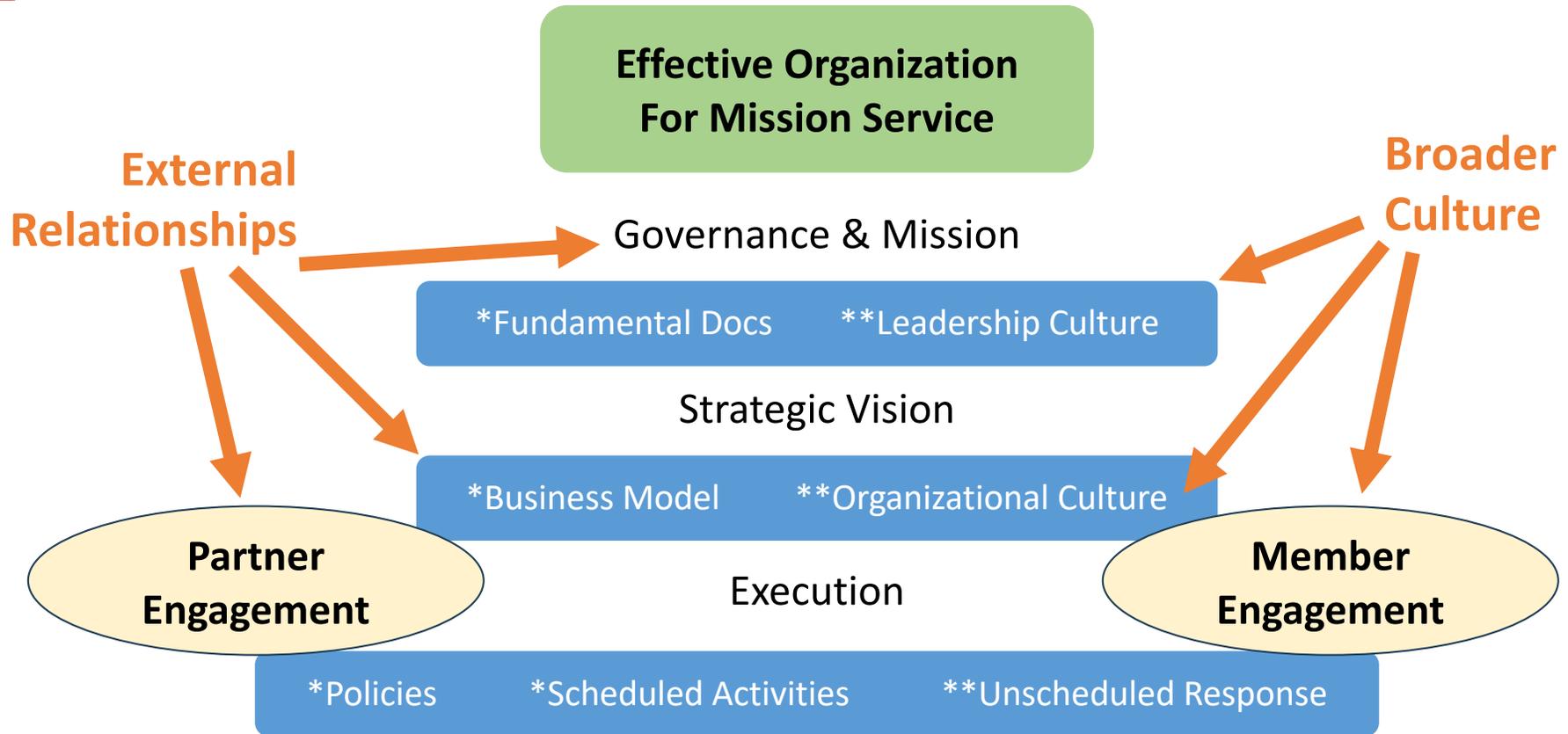
Never heard from him again. LOL!

I'm mentioning this to make everyone aware to be suspicious of email that looks like it comes from someone you know. The timing was just right to be inline with the 50th Anniversary expenses that it started out as a legit request.

**This is why I insist on invoices and receipts.**



## The Conceptual Links – Another Visual Model



\* represents elements we can control

\*\* represents elements we can influence



# Strategy Development Approach (What I learned in 2005)

## Process

- Deliberation that includes consideration of this full conceptual foundation
- Extensive membership engagement (culture matters)



## Elements of the Deliberation

- Baseline assessment of current state
  - What is our current business model?
  - What about the mission is critical to inform this model?
- Operations Analysis
  - What are our elements of mission success (response to missions!)?
- Relationship Analysis
  - What are we getting?
  - What more can add value to the mission (and the group's health)?
- New Strategic Vision document
  - Updated Business Model
  - Updated Strategic Goals & Objectives to meet the Mission