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Date: Sun, 13 Mar 2005 14:21:22 -0800 (PST)
From: "Becky Schooley" <jeepck@yahoo.com>
To: brmrg-search@virginia.edu
Subject: DO's this is important info PLEASE read!

Thanks to all who dispatched and were avail to dispatch for the search today.
I have a few reminders for all. So PLEASE read this so that you can the best possible.

- When you are on call and there is a 104 or a 650 page you are to answer within 15 min (good job Matt)
- Then you are to send a 101 page or a 651 page depending on which is needed so that others know that you have responded and they don't need to.
- when trying to get in touch with a specific GDO you need to first call them if that does not work then you need to page them on there own pager net. If you still can get them in a reasonable amount of time then you can use the ASRC pager net. If is not an emergency then give them a bit of time to respond at each steep.
- when the search ends please start filling out the end of search as you go. This should not be left of the end. Also fill out the opening report ASAP so that you have all the info, on it and keep the board and log up to date as best you can. It makes life easier for every one involved.
- Don't forget that when we have a search that is not in VA VDEM still needs to know that we are open and when you close.

Thanks guys,
any questions please let me know.

-BRMRG ADC
Becky Schooley
jeepck@yahoo.com

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Date: Tue, 21 Dec 2004 07:33:07 -0800 (PST)
From: "Becky Schooley" <jeepck@yahoo.com>
To: brmrg-search@virginia.edu
Subject: FYI to DO's

DO's :

I just wanted to let you know first of all that you are all great, and I am proud of the effort that many of you put in, with out you guys we BRMRG would not be here.

On another note I just wanted to remind / inform y'all that when there is a search that we are called out by someone other then VDEM there are a few thing that change.

- We need to let them know that we are opening Dispatch so that they know what is going on. They need to know what they are working with. We also need to let them know when we close.

If we have a search that is ICed by a non ASRC person then then we need to have ACA approval to search as well as an ACA approved AR. We do not have to have staff at a search but we have to have some one to be our go to person. (the AO should do this however they are not all as good at all of this as some, if they have not done so then the task is pasted to you), at this point please find a DS so that they can tell you what to do and who to call and so on. If you can get a hold of a DS then call me and I will help you.

Happy Holidays or what's left of them.

BRMRG ADC
Becky Schooley

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Date: Tue, 23 Nov 2004 14:51:49 -0800 (PST)
From: "Becky Schooley" <jeepck@yahoo.com>
To: brmrg-search@virginia.edu
Subject: ALL DISPATCHERS please READ!!!

BRMRG Dispatchers and DS's and AO's:

Here are just a few reminders about dispatch, **please read in it's entirety** so that you will not get yelled.

- The fact that BRMRG is in charge of conference dispatch can be taken away from us at any time. That means that you **MUST** follow proper procedures and directions from above.
- Dispatch like any other skill must be continually trained for or else you will lose valuable skills.
- A 104 or a 650 page must be responded to in a timely manner any DO/DS can open Dispatch it does not have to be me or Kevin the first one able to respond can do so. However if you are not a DS then you are not to act as one without ADC approval.
- please use the ASRC web page and familiarize yourselves with it. There is a lot of useful stuff on it group rosters and dispatch stuff and lots of other good mission stuff.

THERE'S MORE KEEP READING

- Don't forget to update the ASRC web page it is #9 on the opening checklist so that means you should never forget to do it.
- The reason we get GDO phone numbers is so that we can get in touch with them. We use the phone all the time to call other people so why are some folks not using it to contact GDO's. They call us so we should call them. It is much nicer than a page that makes them feel that they are being attacked.

KEEP READING !!!

- We have every group's pager net so if you need to get in touch with a GDO and think it might be something private and you can't get them by phone then use their pager net not the ASRC's.

To the **AO's** BRMRG needs to respond to 100 pages in less than 5 min so if you are an AO and you never respond and just expect Kevin to do so that is not fair. If you are an AO then please answer the 100 page so that McCabe or Pennington does not do so and then yell at us for our slow response. If VDEM has to send more than 1 page then that is a bad thing. Let's keep this from happening any more.

OK that is enough of me, YOU guys all rock and do a great job and I hope you all know that. Thanks for taking the time to read this and I hope you use the information/reminders.

- Becky Schooley
BRMRG ADC



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Date: Thu, 9 Sep 2004 09:52:32 -0700 (PDT)
From: "Becky Schooley" <jeepck@yahoo.com>
To: BRMRG-search@virginia.edu
Subject: from the BRMRG ADC

Dispatchers-

It's the start for the 04-05 training year and were off to a great start. I have a few reminders and tips for all. **This is important to read**, so take some time and read this, there just may be some thing that you haven't heard in awhile.

Please come to the locker orientation - 9/15/04

(the locker is new so you may find it useful to know where every thing is.)

Let me start with the most important piece assuming that I will still lose many of you less the haft way through.

If there is a BRMRG Emergency Situation at, to, or from a search please do the following:

- get as much info from the contact person as you can about the situation. Then call your DS. If you do not have a DS, call me.
- STAY CALM this is not your emergency so don't make it yours.
- Follow DS instructions IE: calling there emergency contact person and so on.
- Even if you talk to your DS and all is under control call me of have the DS call me so that I know what is going on.
- If is not a BRMRG person then you still want to call your DS but you also want to keep in close contact with that groups DO. and base if necessary

now the rest:

KEEP READING ITS STILL IMPORTANT

REMINDERS:

- Please follow check list for opening and closing dispatch. The tasks are in order so please follow them they are put it that order for a reason so just go with it.
- Weather should not be sent out until dispatch is open completely directions are sent and things have calmed down. (weather is sent so that base can better deal with dog team and so on. NOT just for our knowledge.)
- Please Ask the IC what gear they NEED for the search that way we don't send things we don't need. Too much for one car? Ask them to prioritize the gear they need. And don't hesitate to ask another GDO to send there gear as well.
- Save dispatch logs in the right format IE: 04-sep-09
- Put dispatch logs in the Dispatch Log box and the ASRC ADC box. The copy of the roster goes in the Dispatch Logs box.
- PLEASE DO NOT LEAVE THE LOCKER A MESS
- Use the Dispatch Binder its your bible!

- **Don't hesitate to call me. even if I'm at work** (most nights) **they understand and will not mind.**

If you made it to here then you survived my banter.

Thanks so much for you time and commitment

BRMRG ADC

Becky Schooley

(540) 255-4200

jeepck@yahoo.com

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