



APPALACHIAN SEARCH AND RESCUE CONFERENCE, INC.

P.O. BOX 440  
NEWCOMB STATION  
CHARLOTTESVILLE, VIRGINIA 22901

4 October 1986

ASRC Membership Meeting Agenda

- I. Call to order and establishment of quorum
- II. Review of minutes (copies of minutes of past BOD and membership meetings are available from the secretary for the cost of printing)
- III. Group Reports (no more than 5 min each, please)
  - A. SWVSRG
  - B. SWNRG
  - C. SWVNRG
  - D. ANRG
- IV. Committee Reports
  - A. Operations
  - B. Training
  - C. Finance
  - D. Communications
  - E. Ad Hoc--Technical Rescue Standards
- V. Old Business
  - A. Membership/Associate groups policy
  - B. Memo of Understanding with DES
  - C. Pennsylvania DER/SAR Council
  - D. Emergency Medicine Workshop
  - E. Other Old Business
- VI. New Business
  - A. Medical policy--our MD's vs local EMT's: an end to "ends at roadhead"?
  - B. Conference Training Sessions--Is monthly too much?  
--Who will host the next one?
  - C. Richmond SAR: a new group
  - D. Newsletter/dues policy
  - E. The ASRC as a region of the MRA
  - F. Other New Business



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Proposed Changes in DES  
Memo of Understanding

- 1) Change "or" to "nor" in the last sentence of paragraph 3a
- 2) There may be a problem with poorly trained (or more probably, unenthusiastic) SCO's. In paragraph 3b(3), "assignment" is a poor word choice. It implies that the SCO retains operational control, which he should not. Some allowance needs to be made for operational control by members of volunteer groups who are, after all, the "experts" in the field.
- 3) Some allowance should be made for input into the decision making process described in paragraph 3b(4) from outside the agency. For example, incident commanders from incidents in progress and those developing should be consulted before reallocating resources. While common sense makes it obvious that this should be done, we feel that it is important that this input be sought in all such instances in the future, regardless of who is coordinating them for DES.
- 4) Add to the end of the sentence in paragraph 4: "by either party."

**MEMORANDUM OF UNDERSTANDING**

between

**COMMONWEALTH OF VIRGINIA, DEPARTMENT OF EMERGENCY SERVICES**

and

**VOLUNTEER SEARCH AND RESCUE GROUPS OPERATING WITHIN VIRGINIA**

**1. PURPOSE**

To define the relationship between the Commonwealth of Virginia, Department of Emergency Services, and the volunteer search and rescue (SAR) groups who operate within Virginia and who provide services to various Federal, State and local government agencies and to the citizens of the Commonwealth.

**2. BASIC GUIDELINES**

Several Federal agencies have SAR responsibilities in certain situations. In Virginia, the State Coordinator of Emergency Services, by direction of the Governor, is the designated SAR Coordinator. Each locality is responsible for the designation of a local SAR Coordinator. Volunteer groups provide services to and come under the operational control of the appropriate responsible agent.

**3. TERMS OF UNDERSTANDING**

- a. A volunteer SAR group may provide services to any agency, group or individual to whom it wishes to respond. The State assumes no responsibility nor exercises any control in situations where a response is not at the State's request or with the State's authorization.
- b. If a volunteer group wishes to be considered a "state resource" and operate under the auspices of the State when responding to a SAR incident, the following terms and conditions will be recognized.
  - (1) If a volunteer group is requested to respond to an incident by anyone other than the Department of Emergency Services (DES), the group will call DES and request an authorization to respond. DES will then issue a State mission number, if the request is appropriate and with the concurrence of the responsible agent, which authorizes the group to respond as an agent of the State.
  - (2) If a volunteer group is requested to respond to a SAR incident by DES, DES will issue a mission number to the group which authorizes the group to respond as an agent of the State.

(3) DES will notify the Virginia State Police in all cases where volunteer state resources are utilized. VSP will dispatch an officer to the scene who will be designated the "State Coordinating Officer" (SCO). All state resources responding to the incident will report directly to the SCO for assignment.

(4) DES reserves the right to allocate state resources to a particular incident based on availability, appropriateness and the resource needs of other incidents that may be in progress or that may develop.

c. This Memorandum does not preclude a volunteer SAR group from participating in SAR activities in which DES is not a participant and, conversely, does not require DES to include volunteer SAR groups in its SAR activities.

4. This Memorandum shall remain in effect until superseded or rescinded.

DATE

TO: ASRC certified members and other interested parties.  
FROM: G. Mechtel & G. Shea  
DATE: 9/1/86  
PURPOSE: Internal ASRC changes to streamline ASRC membership categories and allow Associate Groups to join the ASRC.

This handout contains specific admendments to the ASRC's Articles of Incorporation and a general description of the proposed admendments to the ASRC Bylaws. The specfic Bylaw admendments and motions will be presented later, but the contents of the proposed changes are outlined in the second and third figures presented herein. The changes will be brought before the ASRC's general membership on October Fourth, and action will be taken at that time.

Thanks,

A handwritten signature in cursive script that reads "Gary Mechtel". The signature is written in dark ink and is positioned to the right of the typed name.

Gary Mechtel

Admendmentments to the ASRC Articles of Incorporation.

9/1/86

Admendment # 1:

Rewrite: Article IV--Membership.

Change: C. Associate Members,  
D. Auxiliary Members, and  
E. Sustaining Members.

To: C. Associate Members, and  
D. Sustaining Members.

Purpose: This admendment removes the catagory of auxiliary member. This membership type is not only unnecessary, but is not even being used. Therefore, let's purge it.

Admendment # 2:

Rewrite: Article V--Board of Directors, Section A.

Change: A. Directors must be Certified members, and shall be elected by the Certified membership in accordance with the procedures specified in the Bylaws.

To: A. Directors must be Certified or Associate members, and shall be elected by the Certified and Associate Membership in accordance with the procedures specified in the Bylaws.

Purpose: 1) This admendment allows for a greater pool of individuals to fill the post of "member of the board of directors". The onus is still on the groups to make sure they choose reasonable directors.  
2) More importantly, this admendment allows Associate Groups to have a member on the Board of Directors.

CERTIFIED GROUP

- 1) 2 voting BOD members
- 2) Membership:
  - a) 6 certified members
  - b) 4 associate
  - c) 6 trainees
- 3) 36 month reviews
- 4) BOD Approved Training Officer.

- 1) Meet membership requirements
- 2) 6 month probationary period
- 3) 1 non-voting member of BOD.
- 4) 1 voting member of BOD.
- 5) BOD approval (2/3 vote).

*AFFILIATE*

~~ASSOCIATE GROUP~~

- 1) 1 voting BOD member
- 2) Membership:
  - a) 10 associate
  - b) 6 trainees
- 3) 36 month reviews
- 4) Any certified members are considered ASRC members-at-large.
- 5) BOD approved Training Officer.

- 1) Minimum of 18 month probationary period.
- 2) ~~BOD approval~~ <sup>general membership</sup> (2/3 vote)
- 3) Approval of sponsoring gp.
- 4) Attend 9 conference events in the 18 month period w/ at least ~~50%~~ <sup>50%</sup> of membership.
- 5) Meet membership requirements.

- 1) Minimum of 18 month probationary period.
- 2) BOD approval (2/3 vote)
- 3) Approval of sponsoring gp.
- 4) Attend 9 conference events in the 18 month period w/ at least 50% of membership.
- 5) Meet membership requirements.

PROBATIONARY CERTIFIED GROUP

- 1) Membership:
  - a) 2 certified or equivalent
  - b) 4 associate or equivalent
  - c) 4 others.
- 2) Tax exemptable
- 3) Submit rooster and callout procedure.
- 4) Agree to ASRC Articles of Incorp., bylaws, operational procedures, etc.
- 5) Be sponsored by Certified Gp.
- 6) Must pass individual Med. Exam
- 7) Dues: \$70 for 1st yr., \$ 45/yr afterwards.
- 8) 2 non-voting BOD members.
- 9) No training officer

PROBATIONARY ASSOCIATE GROUP

- 1) Membership: <sup>6 base or field qualified</sup>
  - a) 6 associate ~~or equivalent~~
  - b) 4 others.
- 2) Tax exemptable
- 3) Submit rooster and callout procedure.
- 4) Agree to ASRC Articles of Incorp., bylaws, operational procedures, etc.
- 5) Be sponsored by Certified Gp.
- 6) Must pass individual Med. Exam
- 7) Dues: \$70 for 1st yr., \$ 45/yr afterwards.
- 8) 1 non-voting BOD member.
- 9) No training officer.

Membership categories:

- 1) Certified = Basic & above.
- 2) Associate = Field Qualified, Base Qualified, or other (non-trainee) who is used in non-mission work. (eg. radio repairman)
- 3) Trainee = Anyone attempting to become Field Qualified or Base Qualified; ie, anyone who is a liability on a SAR effort. Therefore, trainees should not be allowed on missions.
- 4) Sustaining = Anyone offering material or financial support.

Therefore, the normal means of joining and working up to be a certified member is:



category	group vote	ASRC vote	ASRC patch	MRA patch
certified	YES	YES	YES	YES
associate	TBA	NO	YES	NO
trainee	TBA	NO	NO	NO

TBA = It is up to the individual group to determine whether it feels associates or trainees should be allowed to vote in group affairs. Obviously, for associate groups, associate members will be allowed to vote.