

ASRC BOD Meeting Minutes  
19 October 1996

## ATTENDANCE

|                   |           |                               |
|-------------------|-----------|-------------------------------|
| Dave Carter☉      | TSAR      | dcarter@infi.net              |
| Mark Eggeman      | TSAR      | eggeman@norfolk.infi.net      |
| Melody Midgette☉  | RSAR      |                               |
| Terri Midgette☉   | RSAR      |                               |
| Kelli Midgette    | RSAR      |                               |
| Anette Smith      | RSAR      |                               |
| William Dixon☉    | BRMRG     | whd4y@virginia.edu            |
| Robert J Koester☉ | BRMRG     | Robert@Virginia.edu           |
| Rob Christie      | BRMRG     | 75714.1425@compuserve.com     |
| Darrell Hale☉     | MSAR      | stndrh@atscv1.atsc.allied.com |
| Denise Holsberger | MSAR      |                               |
| Greg Sazonov☉     | SWVaMRG   | gsazonov@vt.edu               |
| Karen Vandersall☉ | PVRG      | kv13@umail.umd.edu            |
| Todd L'Herrou☉    | SMRG      | Lherrou@helix.nih.gov         |
| Larry Huffman     | SMRG      |                               |
| Julius Horvath    | SMRG      |                               |
| Tony Hoade        | SMRG      |                               |
| Steve Hailey      | SMRG      |                               |
| Gene Harrison     | SMRG/AMRG | bats@erols.com                |

☉ signifies an ASRC BOD Representative

Please note that representatives from AMRG were not present at the BOD meeting.

Please also note that Hart Rossman is no longer one of the representatives from PVRG. Karen Vandersall has replaced him. Now her name proudly has a ☉ attached to it.

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**Meeting began at 1033 hours.**

**Roll Call (Terri Midgette):**

Roll Call was completed after the Secretary remembered the names of all of the groups. As stated earlier, AMRG representative(s) were not present. An E-Mail from Keith Conover of AMRG (via Darrell Hale of MSAR) explains why. *You guessed it - I'm typing it in right here:*

"Despite multiple notes sent to the PO Box (and my emails), John Greenaway, AMRG's BOD delegate, says he still isn't receiving any BOD correspondence. Maybe it got misfiled, sent to the wrong person, whatever. But John is AMRG's single BOD delegate, not me, and AMRG voted to pay John for gas to come to BOD meetings. But he needs to know enough in advance to arrange his schedule for the long drive, and he's not on email yet.

So I thought (and pardon my spamming) that I should send this to William's list of BOD people on email.

John Greenaway, EMT-P  
AMRG ASRC Delegate  
820 Vallevista Ave  
Pittsburgh PA 15234  
412-563-0539 (H)  
412-781-7411 (W)  
412-649-0621 [P, AMRG781-7411(W)]  
412-649-0621 (P, AMRG, digital)

Gene Harrison was going to fly to Pgh and give John a ride down but this big storm system coming in tonight quashed that. And his schedule is too tight to allow him the time to drive. Next time he should be there.

Thanks, all."

**Corrections to last meeting's minutes:**

There were no corrections to 17 August 1996 ASRC BOD Meeting Minutes.

**Secretary's Report (Terri Midgette):**

The Secretary didn't really have a report, except to say that the old minutes are still desirable to have and to copy. A Records Custodian apparently does not exist (per Dave), but a "permanent record" should be in existence (in the Secretary's opinion).

**Dave to bring his personal ASRC BOD Meeting Minutes from years past to the GSAR at Hungry Mother State Park in Marion VA on the 26 October 1996. Terri to copy and give back. Must be guarded with her life or risk forfeiting her life.**

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**Treasurer's Report:**  
Not available.

**COMMITTEE REPORTS:**

**Medical (Rob Christie):**

The ASRC roster seems to be in order. Have received the current VA EMS listing of EMTs who have allowed their certifications to expire. Time period of expiration is over 6 months. Here is the list (spelling of names may be incorrect):

Kelli M. Cook of Portsmouth VA  
Kevin Daw (formerly of RSAR)  
Paul DeHaven  
James Fishden  
William Henderson  
Amy M Hughes of SWVaMRG  
Dennis Jordan (formerly of RSAR)  
Jeanie London (currently of RSAR)  
Charles P Loo  
Andrew Marsh  
Judith Moore (formerly of RSAR)

(William) Hart Rossman of PVRG received an ankle sprain at SNP while on the search for Mr. Schneider. He needs medical (monetary) reimbursement.

(Rob) I will contact Winnie. This request for compensation will be put through SNP first. If unsuccessful, will put through the State for Worker's Compensation.

**Operations Report(Dave Carter):**

Please see the Chairman's Report.

In addition...

Gary Mechtel has stepped down as the Ops Officer. Work obligations have contributed to this decision. He will, however, continue to work on analyses of missions.

So, we lack an Ops Officer until we can do something about it.

With the addition of new SAR groups in VA, we can begin to address 2nd and 3rd shifts of searches.

The Coast Guard wants an MOU with the ASRC. Will lead to "possibilities" over time.

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**Communications Report(Gene Harrison):**

Although Gene arrived later in the meeting, it seems appropriate that some of his comments be considered our Communications Report. [Please let the Secretary know if you disagree.] Some of the other points brought up can be found in New Business. Here are the Comm. Weenie's (his self-given title) remarks:

The conference has changed. Bigger conference, bigger SAR. The hotbed for SAR now is VA. With this growth comes the need for better Comm. training for FTMs and FTLs - real training. There need to be better policies on what we're all doing. For the Safety of the Patient and the "troops" in the field, for the Mission as a whole, Comm. is very IMPORTANT.

There are simple things that can be done in the interim (between BOD meetings). An agreement has been achieved between CAP and the ASRC. The CAP will simply transmit the SAR P.L. tone when running around on a mission. ASRC can pick this up.

There may be problems with some radios at BRMRG.  
**Gene to check on radios after meeting today.**

A December training is to be set up on Comm. Requirements and Policies. Gene is currently keeping a file with ideas for improvements. The new forms (see attachments at end of minutes) are good for starters. Better recordkeeping will only help the search effort. Case in point: the recent search in Shenandoah National Park for Mr. James Schneider. Half of the searchers in the field either could not reach base (or could not get a relay).

Please comment on forms/handouts. Team Tracking Form, Notification of ELT Direction Finding Exercise, and the Grid Overlay. (The Grid Overlay is on aeronautical 1:250,000. Same technique as for a 7.5" map. Can be used with Lat/Long.)

**Finance (Charlotte Menck):**

Not available.

**Alerting (Darren Chen):**

Not available.

**Safety (William Dixon):**

Bob Koester is applying for a grant to fund the mailings of the surveys. Approximately 4 weeks behind schedule. There are people who will assist with these surveys.

(Bob) Found someone who does sleep research all the time. Hoping for input.

**Training (Peter McCabe):**

Although Peter was unable to attend the BOD due to his much needed recovery, Darrell Hale brought copies of his Training Committee Report. It follows:

THE UNIVERSITY OF CHICAGO LIBRARY  
540 EAST 57TH STREET  
CHICAGO, ILL. 60637

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ASRC TRAINING COMMITTEE REPORT  
FOR  
OCTOBER 1996 BOARD MEETING

The following activities are underway.

In a September 29 memo, GTOs from the ASRC groups were asked to assume collaborative responsibilities in the following areas:

|   |  |
|---|--|
| Review existing FTM standards with due date of 30 November 1996   | PVRG<br>SMRG                           |
| Review and revise FTM beta test and bring a draft instrument to the ASRC Training Committee by December 10, 1996. (Working group to meet in Columbia MD on Sunday, November 17 for full day working group meeting.) | AMRG<br>BRMRG<br>M/SAR<br>PVRG<br>RSAR |
| Review existing FTL standards with due date of 30 November 1996   | BRMRG<br>SWVaMRG                       |
| Review the written FTL test and recommend revisions by 30 November 1996   | M/SAR<br>TSAR                          |

And, McCabe is forming a small working group to revise the draft version of the never used Incident Staff written test. Target date for completion is 30 January 1997.

With the recent decision by the Virginia Department of Emergency Services to not develop evaluative criteria and procedures for lost person search and rescue Incident Command, consideration is being given to the development of strategies regarding alternative procedures.

Several ASRC groups have recommended the need for a common field training day in Winter 1997 for communication protocols and procedures.

The Training Committee is awaiting information on the ASRC 36-month review status of all member groups. One of (or) more ASRC groups may have passed the 36-month review period with formal review of their program.

October 16, 1996

Peter McCabe  
ASRC Training Officer

(end)

Appalachian Search and Rescue Conference Board of Directors Meeting  
19 October 1996  
Held at the University of Virginia, Charlottesville VA

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**Chairman's Report (Dave Carter):**

This is the Chairman's/Operations Report as it reads in Dave's handout.

"We enter the fall season and the student groups are back in force. The number of missions remains at about the same level. Dispatch is back on-line with all of the student help. So where are we?

We are on pause for a working meeting to complete the efforts on the Operations Manual, completing the ASRC Vision and long range planning. Since we were not able to get a place to meet for the weekend we are now looking at possibilities of later in the year or early '97. I will be interested to see if any of the working groups did anything since June.

I did contact four of the dog groups regarding ASRC developing airscnt capability. The response was positive. Particularly if our dog teams train with the established dog groups.

Peter is recovering OK and is setting up efforts to bring the tests for FTM and FTL up and running. 17 Nov 1996, I believe, is the date. If you want input into this process you need to get with Peter, soonest.

New SAR groups are continuing to spring up around the state. They are responding to missions in their own jurisdictions and some were not even aware of the DES program and us. I predict that this is a continuing trend which we cannot and should not stop, but which we need to build a plan to encourage proactively. For instance, why not a mentoring program for new groups? Why not encourage the development of groups who will respond to missions in their jurisdiction but do not have the depth to run a long mission (like Rockingham/August County SAR)? In doing this, we set ourselves up to respond after the initial push.

We need money. Hitting our members up for funds is not the way to raise the funds we need. We are in part dependent on getting a 501-c-3 certification, and I am working on that. But, we also need to develop a real budget, and we need to forecast future needs. To do that we need to complete the Strategic Plan. So, we need to set that working weekend to complete the plan. I do not see the plan getting done any other way. Folks just don't do the work between meetings.

It is clear to me that not all of our groups understand how the process of spooling up the Conference works. We need training for these groups and perhaps a better written process that all can follow.

Happy Halloween."

(end)

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Also, included in the Chairman's Report is a letter Dave received from DES. It is from Marione Cobb and Steve Bloom. It reads:

Twin Oaks Community  
138 Twin Oaks Road  
Louisa, Virginia 23093  
September 11, 1996

Appalachian Search and Rescue Team  
c/o Louisa County Office of Emergency Services  
Louisa, Virginia, 23093

Dear members of the Appalachian Search and Rescue Team:

Steve Bloom and I, Marione Cobb, are very grateful to all of you who responded to our emergency situation on the night of Saturday, September 7.

Despite my experience with whitewater canoeing we were unfamiliar with the hazards of a flooded river and hence capsized our canoe and were stranded overnight in the South Anna River. You initiated extensive search procedures in the area where friends thought we would be. However, because of the powerful current we had decided to head further downstream, and found respite on a plank in a flooded cornfield as there was no dry land in sight. On Sunday morning, we managed to swim (to) close to the Rte 699 bridge and walk to Acorn Community nearby, where you checked on our physical condition after our difficult night.

We want to express our heartfelt appreciation to you personally, in addition to Twin Oaks Community's acknowledgment of your extensive efforts in their letter to the Central Virginian. Thank you for the outpouring of assistance in this crisis from each person who participated in the rescue work.

Gratefully,

Marione Cobb and Steve Bloom

(end)



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**Old Business:**

**501(c)(3) status:**

Covered in Chairman's Report. Reminder that the ASRC needs a budget in order to complete the agenda in the 501(c)(3) paperwork.

**Vision development:**

A committee meeting will be held at the next BOD to complete the ASRC's Vision.

**ASRC Dispatch Problem:**

(William) Dispatch has problems with Dispatch. There are problems *staffing* Dispatch. On the Shenandoah search for Mr. Schneider several dispatchers were needed. A fax would have been helpful.

(Greg) Does/Will the State provide funds for Dispatch?

(Laughter - Hee hee)

But seriously, the answer to Greg's question is "No".

**DES Problem:**

Nothing mentioned.

**NASAR Convention:**

There are still plans underway to develop a "SAR Olympics" for the May 1997 NASAR Convention to be held in Richmond VA. The next SARCO is 2 November 1996 at the DES building on Turner Rd in Richmond VA. Call Winnie Pennington if you want to be in on this development.

**New Business:**

**SWVaMRG Dispatch Problem:**

(Dave) There are two possible requests when a local RA asks to use "us" as a resource. Is the RA requesting the Conference or the individual Group? This request does not have to go through VA DES, but it is best because of the compensation issue.

(Greg) One of our members jumped a call and subsequently "squirreled" it bad. This individual has a scanner. (\*@^! won't happen again.)

In the other situation, a 100 page was put out. Not sure exactly what happened.

(Secretary's note: At this point, I became a little bit confused myself. SWVaMRG did provide a BOD Report. Please read it for further information.)

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(Greg) Why was no overhead requested?

Sometimes the RA needs prodding to call VA DES.

(Greg) Shenandoah does not want bad publicity. With everything that has happened there recently, they don't want to advertise that there is currently a search for a male hiker, lost since Wednesday.

(SWVaMRG could respond and help out.)

(Bob) A group is able to respond on its own. Remember though, you will be on your own.

(William) If a group responds as itself (not ASRC), then the radio license, medical license, and shirt cannot be used. [Came about because MSAR responded as a Mountain Rescue Group in the past. Cannot use ASRC stuff if you're *not responding as ASRC*.]

(Tony) Why would a group respond on its own?

(William) Speed of response, particular specialty of the group, adjunct members to the rescue squad.

(Bob) Mechanism is in place if it is desired.

(William) If the Conference responds without a request from DES, the Conference still must notify DES.

### **Sub Audible Tones & ASRC Communications:**

(Dave) We have a loose net communication system, random in its ability to operate. A working group of people is necessary to study Comm. There are only a few people with the technical knowledge of the equipment. Then January meeting needs to address this. How? By completing a Strategic Plan covering the next 5 years. Comm. needs to be "idiot-proof" - easy.

(Dave) Propose that we form a group to discuss this.

(Todd) It should not be headed up by the Comm. person.

[Here Gene talked about much of the information contained in the Comm. Report.]

(Gene) Ask that the Operations and Communications Meetings not be run simultaneously. Someone at each group should be at each meeting.

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**Long Distance Expense:**

(William) BRMRG has been paying the 800# long distance bills for quite a while now. The breakdown of costs so far this year are below.

|              |               |
|--------------|---------------|
| January      | 24.00         |
| February     | 62.00         |
| March        | 26.00         |
| April        | 22.00         |
| May          | 27.00         |
| June         | 32.00         |
| July         | 56.00         |
| August       | 26.00         |
| <b>TOTAL</b> | <b>275.00</b> |

This cost of \$275.00 was paid by BRMRG. They also have a cellular phone that goes to missions. That cost, so far this year, is \$327.00. So, \$602.00 has been paid by BRMRG for the operation of ASRC Dispatch this year alone.

(William) Suggest that we split out the cost to groups because the ASRC does not have the money.

(Terri) RSAR has never used the 800 number (don't even know it).

(Denise) M/SAR doesn't use it either - found out about it recently.

(William) Flat fee then?

(Dave) What expenses should the Conference pay? Some BRMRGs use the 800 # and cellular phone for their group business. We'll need to add a FINANCE MEETING to the agenda of the next BOD. Need to analyze the costs to run Dispatch. This is necessary for the budget (for 501c3) also.

Long Distance  
Cellular  
800#  
Computer  
Fax  
Office Supplies

All of the above operational costs need to be taken into account when coming up with the budget.

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**IC Standards/Classifications:**

(William) DES has dropped the IC test, training class requirement, and review. Knowledge and performance is still in place. If there is a concern with members, need to give feedback.

DES is adopting an IC course for GSAR. This will be a one weekend course.

(Dave) ASRC ICs can be designated as ICG by State. Standards apply to groups to certify ICs. No review at state level (of State Standards - outside of training source) for any level of training. Suggest letting things stay as they are until there is a problem.

(Bob) Types of ICs:

|          |   |
|----------|---|
| Type I   | Multi-Branch/Divisions                            |
| Type II  | Multi-Agency/Resource/Shift                       |
| Type III | Single Agency/Resource type/Shift                 |
| Type IV  | First Responder (deputy, COQ, people who show up) |

NIIMS (National Interagency Incident Management System) classifies ICs , has certifications and standards, training, and documentation.

What the above basically means is this: IV = Anybody, III = an ASRC IS, II = a regular ASRC IC, and I = Area Command Authority

Winnie is willing to consider this system.

**IC Proposal:**

(William) Sponsoring Mike Kirk for IC. Please give feedback on this individual.

[Sponsor = Current IC keeps track of and gathers feedback on a Wannabe IC or IS]

**Other Issues:**

**First test of Worker's Compensation:**

(William) Abby of Dogs East has filed the first Worker's Comp and Medical Comp claim. This is the first test to see how this will all work.

**Peter's Recovery:**

(Dave) Peter is recovering. On Nov 17, he wants to work on the FTM & FTL manuals/tests. [See Peter's Training Committee Report.]

**Training Announcements:**

See the Training Report.

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**Announcements:**

In the beginning of the meeting there was a discussion in reference to where we will hold the next BODs. The January meeting, which will be a 2-day Fun-for-All Workshop/BOD Meeting, will be hosted by RSAR. It will be held at Circuit City's Corporate Headquarters. Information will be forthcoming. We already know that committee meetings will be held - Comm., Medical, Training, Ops, Finance, and Vision. William to put out E-Mail.

The 3rd weekend in April (the 19th and 20th), will be our General Membership and BOD Meeting. It will be held at Camp Pendleton with TSAR hosting. Elections will be held. There will be an overnight simulation. Opportunities to present NASAR speeches also abound. (NASAR Convention is not that far away. 28-31 May 1997!)

**Motions:**

(Peter via handout)

"Motion -- It is moved the Appalachian Search & Rescue Conference seek to become a partner with the Association of National Park Rangers and its original funding program -- the National Park Foundation -- for the development of a preventive search and rescue education program focusing on what children and adults should do if they become lost in a national park or other outdoor area. It is understood other national level search and rescue programs, such as the Mountain Rescue Association, may seek to develop a partnership arrangement with the Association of National park Rangers for development of this project. In addition, it is understood this partnership would focus on sharing the message and the content of the developed education program, not necessarily equal sharing of costs necessary to bring the project to fruition."

Discussion:

(Gene) What is the nature of the partnership?

Bob explained what the NPF is, and expressed his lack of reservations about this arrangement.

**7 Yes 0 No 1 Ab**

(Peter via handout once again)

"Motion -- It is moved the Appalachian Search & Rescue Conference adopt an operational philosophy that up to 50% of its resources and assets be devoted to preventive search and rescue education programs in the states and regions it serves."

(?) Table and adjourn.

**8 Yes 0 No 3 Abs**

**Meeting adjourned 1312.**

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**BIMONTHLY REPORT TO THE  
APPALACHIAN SEARCH & RESCUE CONFERENCE**

October 17, 1996

**Membership**

A current M/SAR roster is attached. At this time we have 38 members on our roster including 1 IC, 5 FTLs, 8 FTMs, 14 COQs, and 13 trainees. Note: Not all trainees are members at this time.

**Facility**

M/SAR continues to use the original Rose Price House -- attached to the Howard County Office of the American Red Cross -- at Oakland manor in Columbia as its training facility and equipment cache.

**M/SAR Recertification**

M/SAR is awaiting word from ASRC Operations regarding our 36-month ASRC recertification. Our records indicate the last ASRC recertification occurred in 1993.

**Leadership Change**

With the September 6 hospitalization, resulting cardiac surgery and recuperation of Peter McCabe, Gary Schlueter, longtime M/SAR Advisor, has assumed day to day M/SAR program leadership.

(end)

[Secretary's note: The roster is not attached to these minutes, but is in the permanent record.  
I'm not re-typing the roster!]

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**SOUTHWEST VA MTN RESCUE GROUP**  
**ASRC**  
**BOD REPORT**  
**10/20/96**  
**GREG SAZONOV**

- Training:** GTO has plans to test out FTM's by end of the calendar year.  
Question: Does anyone know when GSAR announcements will be made?
- Medical:** Note from William Dixon to Group Medical Officers was forwarded to our Medical Officer.  
Group is making some adjustments to Med-Kits to make Shock-Trauma capable.
- Commo:** Looking to buy some more radios and antennas.
- Locker:** May be losing locker to town for destruction. Only serious option now is a room above VA Tech Rescue Squad. Big floor space, but Tech Rescue is apparently after the area also.
- Searches:** Currently, USFS is looking for a male hiker on Appalachian Trail. We have let USFS know of us in hopes they may tell the Sheriff. In Craig County where we had lost hiker at Wilderness Adventure Camp. 10/17/96 Shawsville had a lost person call. Subject found prior to our involvement.  
10/14/96 Blacksburg had a lost person call. Still unsure of details. SWVaMRG had 25 people going when turned en route for base to be moved. While SWVaMRG members waited at locker, subject was found.  
Questions: Why was SWVaMRG not asked to set up base when two of our senior members (members on Blacksburg) were there with local squad? There is no way the squad had the equipment needed to set up a search base. This is still under review by me.
- Observations:** Getting a lot of local calls but nothing really organized. I don't want to commit our resources too quickly. Sometimes there seems to be a question as to whether we are wanted or if a member heard the search over a scanner. I will be bringing this up to the group at the next meeting pending a BOD response.