

1/11/17 ASRC Business Meeting [likely 1/17/99 from filename]

In Attendance:

Delegates

Ken Chiacchia (AMRG)
Pepper Broad (AMRG)
Bob Koester (BRMRG)
Frank Jargowsky (BRMRG)
Peter McCabe (MSAR)
Art Ross (MSAR)
TR Queen (MARG)
Alan Janney (MARG)
Suzen Collins (PSAR)
Tom Wring (PSAR)
Dr. Michael Wiltberger (PVRG)
Laurie Shook (PVRG)
Todd L'Herrou (SMRG)
Larry Huffman (SMRG)
John O' Shea (SWVaMRG Proxy)
David Carter (TSAR)

Others

Russ Graham
Justin Reich
Heidi Forrest
Rob Miller
Bud Hyland
Randy Frank
Ty Conlon
Jared Ulmer
Mark Eggeman
Mike Kirk
Karen Stump
Robin Sanborn
Jane Vignovic
Keith Conover
Lauren Schiff

Submitted Agenda

1. Reading of the minutes of the previous meeting
2. Status of action items from the previous meeting
3. Chair's Report
4. Vice-Chair's Report
5. Treasurer's Report
6. Officer Reports

7. Group Reports
8. Old Business
 - Associate/Affiliate Group bylaw changes- Peter
 - Review of IC/IS recerts- Peter
 - Renewal of our comm licence, due to expire in June- Todd/Dave/Pepper
 - Status of future project regarding funding, BOD changes, etc, started under Carter administration- Dave
 - Status of developing package for new groups interested in ASRC- DAVE
 - Special uses for Pizzano gift funds- Todd/All
 - Appropriate usagge for team logos, etc. – All
 - Other
9. New Business
 - Web-based ASRC Roster system- Lauren
 - Proposal to accept the VDES standards for FTS as is- Dave
 - Proposal to accept the VDES Rescue Technician standards as is- Dave
 - Others
10. Learning Points from incidents
11. Announcements
12. Summarize and charge individuals with action items

MINUTES OF THE MEETING

1107 Todd- Meeting Called to Order

- Waive reading of the minutes unless requests for specific review
- (Hearing none, meeting proceeds)

1109 Todd- Status of Action Items

- GSAR-type ASRC training, no action taken
 - Wants to resolve inconsistant training
- Received \$1500 from Pizzano family
 - Thank you letter sent
 - Suggestions for use

Mike W.- Funding for training capital

Dave C.- Funding for commo systems for use in areas without adequate cellular coverage

- Internal commo system for base, possibly \$1200
- Iridium (sp?) commo system
 - Commo system that functions outside cellular coverage
 - Kept at BRMRG, not for routine business
 - Capital cost estimates range from \$1000-\$7000
 - \$3/min airtime

Mike K.- Noted that CAP Caches have HF for outside cellular coverage

1117 Todd- Group Logos

- Continuation of discussion on group logos on personal gear
- Concern that RA's request 1 group and see several

Russ G.- Standardized uniform important, but flipside is diminished group morale

- Need standard for ASRC ballcaps, windbreakers, group patches, etc.
 - Allow for unit pride
- Randy F. – Agrees, need standardized uniform w/group patch
- Todd- Need for alternative shirt suitable for field ops
- Pepper- Interested into looking into this shirt, but also noted need for an ASRC stores system
- Rob M- Ex Officio & other companies investigated, want a preorder of 1500 shirts
- Peter- Need to use popular shirt models like Sears workshirt
- Rob- noted that Peter is old
- Todd- could not find Sears work shirt in NOVA
- Heidi- Fair Oaks Sears has this shirt

1127 Todd- IC/IS Documentation-

- Staff need to keep accurate search logs

1127 Todd- Chair's Report

- Good News- ASRC Bookstore started with Amazon.com
 - 2/3 of people order Bob's book
 - ASRC received quarterly check for \$14
 - People can shop at Amazon.com through the ASRC page and ASRC receives a portion of the profit
- Bad News- Disappointed with our internal performance
 - ASRC has done a good job of educating RA's and many searches now begin with excellent local First Responder response
 - ASRC needs to provide exception support, now providing a SAR "product" which is not a full service product
 - ASRC requests full logistics and in return offers a haphazard group of people creating chaos instead of resolving it
 - Lack of cross-group training, different materials, different standards
 - Overall biggest issue is to provide a more coherent face particularly at FTL & Above level
 - BRMRG brings up lots of staff and IC's; however these come from college students with minimal outdoor and other experience and are the "lowest common denominator" of the conference
 - Other groups not consistently training IS/IC
 - There are problems with BRMRG people "but at least they are accomplishing something."
 - ASRC not producing our most critical element
 - Need to be better at providing trained IS & Ics

1136 Peter- Vice Chair's Report

- Medical Officer position open
 - Possible appointment of interim
- Safety officer position open

- Ops appointed Russ Graham interim safety officer
- Plan to create a safety committee to bring a proposal for safety officer issues to the Membership meeting
- (Todd- noted that proper procedure for nominating safety officer is for the Chair to nominate someone to be voted on by the BOD)
- Ops approved an affiliate group plan which would lead to less revision of the bylaws
 - More info will be provided in a few weeks
- ASRC Pager accounts and group accounts with Metrocall are with a national centralized agency
 - Groups need to work through Camille Birmingham
 - At national level, shortage of our model of pager
 - No more for \$25, but plenty for \$150
 - CAP Code capability almost exhausted, individuals and group need to minimize their use of this resource
 - Problems with groups not working with Metrocall through Camille
 - Metrocall begin to inaccurate assign extra costs to groups in Summer '98, check bill to make sure there is no \$4 maintenance fee, if problem talk to Camille
- Training Initiatives
 - GSAR-type training initiative in near term- Dave Carter to head
 - Continuing Ed for ASRC standards from FTM-IC needed
 - Mike W.- Pager repair questions through Camille? (Yes.)
 - Dave C. – Repair can cost more than pager
 - Groups need to make sure they don't have broken, offline pagers which they are paying for and are taking up CAP codes

1147 Todd- suggests to order pizza

- Heidi researched possible pizza options, appointed as Pizza Unit Leader

1151 Mark E.- Treasurers report

- Received two checks for group dues (PSAR and MSAR)
- Need dues accompanied by roster with active members
- ASRC has \$3863.32 + \$14 from Amazon.com

Mike W.- Some groups need invoices to pay dues

1153 Peter- No additional Ops report

1554 Pepper- Commo Report- Three licenses up for renewal due in 2000

- WNUF 658
- KA9 873
- WPEX 758
- 6 months left to be renewed
- BRMRG needs to forward information about a check to Commo officers
- Commo Officer needs to know where CAP Caches are, Mike K. agrees to provide info

1201 Todd- Other officer reports: none from Safety, Medical or Training

Keith C.- WEMSI report- WEMSI helping to revise Park Medic program

- Multiple course listings can be found on WEMSI website

1204 Ken C.- Problems with Minutes from last meeting

- Minutes read something like “RA caused problems”; too strong wording, should have said AMRG tried to have RA approach problem differently
- Minutes read something like “Mid-Atlantic Dogs will do testing”; should have read MA Dogs lent 1 evaluator
-

Group Reports presented at following times:

1206 AMRG- Ken

1207 BRMRG- Frank

1208 MARG- TR

1212 MSAR- Peter

1213 PSAR- Suzen

1216 PVRG- Mike

1221 SMRG- Rob

1226 TSAR- Dave C.

1232 SWVaMRG- John O’Shea

[The Acting Secretary received written reports from BRMRG, PSAR, MARG and SMRG. These reports will be sent with minutes distribution. Other groups wanting their report distributed should send the report to Todd L’Herrou as soon as possible. 14829 Smethwick Place, Centreville VA 20120]

1234 Randy- PIO Report

- Phone logs not getting sent to Randy
 - Requesting that group commo/ops officers send emails after every search indicating phone usage (PDGRF@aol.com)
 - Phones don’t always work if competitor coverage is stronger
- New ASRC brochure, wants input, will send copy to those interested
- Working on PIO standards (Submitted draft)

Peter- Is the point to have 1+ PIOs per groups

Randy- Yes, to have group PIOs and to have more PIO’s available for bigger searches

1242 Dave- CAP/State Sim

- Date change: now to be held MAR 12-13
- Suzen, Mark and Dave involved in planning
- Two bases, one at Winchester airport and one at Richmond airport, both at CAP bases
- Fri Night 1830, IC and IS given problem, 2 IC trainees and staff at each location with CAP counter parts
- Sat 0630, change shift with 2 new IC and IS at each base
- Finds at both sites, problem ends by midnight
- Not graded but it will be reviewed

- ASRC may want to run sim in 2000
- Suzen- PSAR can help people out who want to stay near Richmond
- Dave- need list of attendees by Thursday before
- Interested IS and IC should get in touch with Dave as soon as possible
- On a related note, CAP has begun the process of moving to ICS system for SAR

1248 Todd- Simulation important for ASRC image

1250 Break for lunch

1310- Todd- Old Business

- Associate/Affiliate group bylaws changes covered
- Keith- reservations about how associates would represent ASRC vs. their own group
- Todd- those problems can be resolved. Major changes will be in admin manual, minimal changes to bylaws
- Keith- concerns about voting status to different groups. Concerns about differentiation between big groups who only wants to be partially affiliated with ASRC but retain their own identity and small group who become affiliates because they will never be large enough to be certified members
- Peter- some have raised concerns that the move to Affiliate groups may be part of a political agenda. Personally doesn't feel like we have apolitical agenda
- Keith- "Certainly not a unified one."

1322 Peter- IC/IS Recerts

- Roster distributed with people for recert marked
- Mark- Proposed the recertification of Peter McCabe who has attended 5 searches in the last two years including all requisite shifts.
- Motion Passed
- Peter- The following who have provided their materials to the Vice Chair proposed for recertification:

Mark Eggeman

Mike Kirk

Todd L'Herrou

Peter McCabe

Ruth Carter

Justin Green

Gene Harrison

Jim Poole

- Motion passed unanimously
- Mary Hardy, Rita Krenz and Steve Ritter demoted to FTL

1329 Dave- Status of BOD change project and responsibilities of officers

- During Carter admin Strategic Plan, Vision Statement and Mission Statement all created. These have died. Are these issues worth pursuing?

Todd- Second to last meeting Chair asked for wish list from committees, only Ops and Commo produced lists

- Vision and Mission statements lost, but will be on web page and flyer

Bob- Mission Statement in Ops Manual

- Todd- need to change the way we do business
- Need to bring material up through committee structure
- Committee structure needs strong chair to work
- No strong chair leads to poor system and failure

Ken- Shares concerns, not using committee process

- Failure to address problem of committee functions
- Work in Lieu of poor committees

Todd- Strengthening committees may mean longer meetings

Russ G- Need delay between committees and BOD meetings to produce report

Mike W.- Not enough people at meetings to run committees and BOD usually, though good response for this meeting

Peter- Reputation that BOD meeting were painful a problem

- Carter admin moved work to committees which has been good

Keith- More reports should be distributed over email

Dave- Three methods tried to have committees and BOD

1. Simultaneous meetings which did not work because too many Reps were on committees
 2. Committees in morning and BOD in afternoon which did not leave enough time for work
 3. Entire weekend, which made attendance drop
- Strong committee chair important for successful committee
 - Strong ASRC chair important for leaning on committee chair

Keith- Most effective meeting was retreat at Blackburn center near AT where people could go to committee meetings and then hike around an recreate

Peter- Annual retreat a good idea

- Nothing should require immediate action
- All committee actions should be brought up at a subsequent BOD meeting

Mike- Problem with committee is that strong chair needed for effective follow through

Dave- Committees need strategic plan

- Presently and historically, committees only deal with “hot issues” instead of working with a long term plan
- “What are we trying to be when we grow up?” is a question the ASRC must answer for it to be productive.

Todd- BOD meetings:

Apr 18- Need location

Jul 18- Luray

Oct 17- Luray

Conflicts with state and CAP training on Apr 18.

Peter- Motion- To continue with April 18 as date for BOD/Membership meeting and in the month of March each committee will be required to meet individually at a time and place to be determined by the committee.

Motion Passed

Mike- Strategic Plan not in one place, Freely and without coercion volunteers to assemble to pieces of the strategic plan

1402 Todd- Status of package for new groups

- f allen by the wayside

Peter- Package 90% close to finish, could be done by April with PIO's new brochure

Dave- Cannot just be rules and regs. Needs to answer question "How do you form a group?" and include a step-by-step process

Suzen- Offers to help

Bob- Suggested that PIO coordinate

Randy- Suggested that new groups projects should be with Ops, also get new ASRC groups to create a one page sheet for new groups

Suzen and TR freely volunteer to produce this page

1410 Todd- Pizzano funds, disucssion tabled

Team logos, discussions tabled

Keith "Patches, Patches, Uh!"

1411 Todd- Use of SARTA Training Materials

- Some groups yes, some no

- Consistent foundation

Mike- Difficult to get SARTA materials

Dave- SARTA will send materials within 4 days of receiving check. Printing costs have tripled so training costs will increase

Peter- BOD asked that SARTA manual be a resource, did not specify as the resource

Keith- SARTA as an official reference material, should have an addendum attached

Todd- Training committee needs to codify addendum for SARTA manual

Frank J- Noted that we just created a "Hot Issue" like we said we didn't want to

Peter- Training committee follow-through lacking

Keith- Motion: Vice Chair will keep a list of action items for all committees (second by Dr. Mike Wiltberger, PhD)

Dave- Why change standards? No long term goals to direct changing of standards

Mike- Keith motion one possible solution to lack of follow through

Peter- Notes that it is the Vice Chair's job anyway

- Suggests possible friendly amendment to keep action list and gauge list against strategic planning

Mark- Use ASRC money for travelling instructors

Keith- Wants to maintain motion for simplicity

Frank- If in admin manual, don't change anything

1430 Todd- April Meeting on the 18th

- Need location

TR- MARG offers location (will provide logistics including bedding, possibly food, possibly sheep)

Todd- offer accepted

- Notice of meeting to be mailed no later than March 23
- BOD requests info from MARG by Mar. 9

1437 Todd- need for ASRC Secretary

- Interim Secretary suggests he would rather shoot off his own foot than continue job and politely declines

1437 Peter- ID Cards

- MSAR will provide groups a card with logo, group identification and name for 25 cents.
- Groups would then need to provide photos and lamination
- Peter needs to contact groups to see if they want them
- Annual updates possible

1445 Todd- Status of Board of Inquiry

Nov. 6- BOI interviewed Winnie Pennington who identified certain problems and suggested possible follow up interviews.

Board of Inquiry plans to finish by Feb. 17.

Interview Details will not be shared until Apr 18

(Memo from BOI was distributed to groups)

1450 Lauren- New Business- Proposal for ASRC database system

- 517 members in the ASRC
- 6 out of 8 groups are or will be using Microsoft Access
- Project is to have conference center keep a database for conference that can access group databases while still allowing groups to maintain their own individual databases
- Not asking for BOD mandate
- Info can be received or sent by password protected FTP, email or disk

Mike K.- CAP has similar system and will share details with Schiff

Dave C.- TSAR has security and privacy issues

Robin- Many groups already have on-line rosters

Suzen- Privacy/security concerns for law enforcement professionals and similar professionals

Lauren- no material will be kept on web

1515 ADC Report from Camille Birmingham read by Lauren.

Copy of letter will be distributed with the minutes

1520 Dave- Proposal to accept VDES FTS standards

- Motion- "I Move that ASRC adopt the VDES Field Team Signcutter (FTS) standards as written"

(Second by Bob)

Ken- Standards fine, problems with testing for out of state groups

- Also not sent through committees

Bob- ASRC has de facto adopted these standards and should make them official

Mike W.- Are these standards effective?

Dave- Standards are reasonable, trainable and testible

Ken- Standards are a good starting point, but are we circumventing the committee process

Keith- Adopt only performance standards, not testing standards, problems with certification

Todd- ASRC has obligations to certify trained FTS

Mike W.- As Delegate, has problems with voting on something he'd never seen

Dave- Amended motion- I Move that ASRC adopt the VDES Field Team Signcutter performance and knowledge standards as written.

Peter- Has this gone through committee? If no, why not?

Frank- Agrees with Mike that Reps need to see standards, but something must be presented

Pepper- Also has reservations about voting on something he'd never seen

TR- VA standards good, but how do they effect WVA and PA

Bob- Historically, started with VA standards and built up

- Must adopt VA standards or can't work in VA

- Dog problems have come from testing, not standards

Ken- Should amend standards to replace "VDES" with "ASRC"

Russ- More than one state represented in the ASRC. VA should not be the only state making standards that the ASRC adopts

Mike K- BOD should acknowledge those who completed the course and bring this up at the April meeting

Justin- FTS right now the only people not certified by GTO's, groups or the ASRC and adopting standards will not change this situation.

Peter- Need to be review by committee

Alan- Temporary motion needed

Mike- Some certs are from the state not the ASRC like EMT B, etc. Similar situation with the FTS

- Motion as stands will not change the situation of FTS with ASRC not having conference certification and circumvents the committee process

Robin- If no other state standards then VAs are fine

1535 Bob- Call to question

Favor- 3

Opposed- 7

Abstain- 1

Motion does not pass

1537 Peter- Motion that ASRC publish VA FTS standards with a footnote that the ASRC is considering the standards

(Pepper seconds)

Dave- What do you mean by publish?

Peter- I don't know.

Motion Passes

1538 Dave- Motion to accept the ASRC members who have been certified as VDES Field Team Signcutters as recognized as FTS until such time as the ASRC adopts ASRC FTS standards.

Peter- Not prepared to accept liability absent a standard

Motion Called

Motion Passed

1540 Bob- State MSO application should be coming soon. Winnie Pennington emphasized that SAR group should arrive early

- Learning point discussions should not be repeated outside the ASRC

1541 Todd- Trying to get Smith/Kline/Beechem to offer new vaccine for Lyme Disease to the ASRC

1541 John O.- Triagle rescue will offer an intro to cave rescue class Mar 19-21

- Mar 27, VPI cave club will do a simulated cave rescue

- All invited to both, contact SWVaMRg for more info

1545 Todd- Learning Points

- Page CO. for Morris and Daughter

- Subject travelled 6km and walked out on their own

- Lots of resources, not enough organization

Mark- Newport News-

- Search for 50 year old Korean-American

- Subject Paranoid delusional

- Wandered from home at edge of municipal park

- Found 50m or so from base by a bloodhound, subject attacked bloodhound, was tackled by park official and handler and brought into base

Dave- Mannassas

- Lessons learned about paper and paperwork

- Key lead that subject landed at Leesburg actually turned out to be that subject landed at Warrenton/Fauquier

- Taping topos to wall & putting leads on the maps was key visual aid

- Some confusion with ASRC and CAP radio caches

- Staging- some problems with sorting out CAP and ASRC resources

- CAP pleased

- John- Pages should not be sent suggesting that IS who arrive will be put into the field, people should arrive willing to perform any function

1605- Motion to Adjourn

Motion Passed

Action Items:

1. Pay Group Dues

2. Log Cell Phone Use

3. Attend SAR simulation

4. New Group Packet- Peter

5. Comments to Peter for New Group Packet- Suzen/TR

6. MARG to provide meeting logistics to Chair by Mar. 9

Respectfully Submitted

Justin (NOT Jason) Reich

Acting Interim Secretary (never to act again)