



## APPALACHIAN SEARCH AND RESCUE CONFERENCE

### BOARD OF DIRECTORS MEETING

SATURDAY JANUARY 6<sup>th</sup> 2001

BLUE RIDGE COMMUNITY COLLEGE  
WEYERS CAVE VA.

### Minutes of Meeting

**Present:** Suzen Collins (Chair), Peter McCabe (Vice Chair), Emily Minor (Treas), Peter Pennington (Sec), Tom Lovejoy, Mark Eggeman, Kevin Cooper, April Cooper, Kinsey Row, D.J. Douglas, Randy Frank, Stephanie Dorrow, Jared Ulman, Robert Koester, Rob Miller, Todd L'Herrou, Heidi Forrest, pm only Gary Mechtel.

**Apology:** Billy Morgan

#### 1. Chair's Introduction.

The meeting started with general introductions.

#### 2. Treasurer's Report.

The Treasurer presented a full set of accounts with supporting documentation. These showed a balance of \$5238.09. Concern was expressed about the accounting for GSAR (a period before the current treasurer took post) and so the Treasurer undertook to research the issue and report back.

It was noted that it would be most unlikely that ASRC would run GSAR in this financial year and so the expected surplus for 2001 would be reduced by almost \$700. This would put the year's projected net cash into a deficit of around \$30. However, no input had been made for any grants or donations that might arise from ASRC activities.

The accounts and modified projections were accepted.

#### 3. Secretary's Report.

The Secretary announced that he would be resigning at the end of the meeting. The Chair thanked the Secretary for his services.

The Secretary ran through action points from the previous minutes. All points were in hand or had happened.

#### 4. Chair's Report

The Chair noted that there had been some 30 searches this year.

## 5. Committee Reports

- a) The **PIO** noted that a flyer describing the ASRC was ready and would be posted on the web shortly. Handouts for Responsible Agents were under discussion together with an information card for local agency dispatch units. The website would be updated shortly. Following the recent shooting of a training film for cold weather conditions there was a chance of a 'blizzard' film to be shot by a documentary company and a hot weather training film later in the year.
- b) The **Training** Committee had discussed simulations (SIMs)s and noted that partaking in SIMs could be considered as part of an individual's operational time.
- c) The **Operations** Committee had discussed much. It had been noted that unqualified strangers had been observed at recent searches and Ops undertook to alert all IS about the danger of using unqualified people as search leaders – and to so inform VA EMD. Rob Miller would continue as Chair of the Ops Committee but urgently needs assistance. There was a discussion around a concept of regionalizing ASRC with core material from a central ASRC laced with local variations. The importance of communication with local agencies was stressed as was the need to set up bases efficiently and to maintain good communication in those bases. Liability issues were examined and it was underlined that ASRC holds no liability insurance in its own right. Ops would be seeking grants for ASRC Ops gear and would set up a budget. The current pagers would be still in use for some time – replacements are available at \$40 each. The deficiencies in Metrocall area coverage were noted but no action was proposed. Concern was expressed at the failures in the ASRC email list-serve.
- d) The Chair of the **Medical** committee noted the filming schedule referred to before and advised that the cold weather film could be seen at local emergency depots that have M-Sat on February 21<sup>st</sup>. ASRC was asked to consider merging the roles of Medical Officer and Safety Officer.

## 6. Group Reports

These reports were shelved to save time

## 7. Old Business

- a) It was agreed to renew the **ASRC Web Domain** on an annual basis.
- b) It was agreed that the **VA. ICG standards** would be adopted as set out at the November 5 (6.4) meeting. It was noted that current names would have to be submitted quickly to take advantage of the grand fathering process.
- c) It was reported, as part of the **Investigation into Treasury Matters**, that Mr. Mark Eggeman had replied to the Secretary's letter as required by the meeting of 5 November although belatedly. Mr Eggeman had stated his remorse at the chain of events. This matter was discussed in closed sessions throughout the meeting. It was agreed that no further action would be taken provided restitution was made and Mr Eggeman signed a promissory note to that effect in the sum of \$1899.96 to be paid over one year.

## **8. Recertification**

All incident staff had been asked for data to assist in recertification. Those that had supplied data were voted on :

ACA: David Carter, Robert Koester

IC2: Mark Eggeman, Todd L'Herrou, Camille Birmingham

IC3: Peter McCabe

IS: Emily Minor, Jarrad Ulmer, Jason Dalton, Mitt Robinson, Suzanne Esterson, Justin Green

In abeyance until contact has been made (or three months has expired): Amy Rue, James Polle, Mark Pennington, Josh Babcock.

## **9. New Business**

### **a) Training Standards**

The **Training Committee** proposed that ASRC rescind any requirement for IC Staff nominees to undertake an Alert Officer course. This was **approved**.

The **Training Committee** proposed that the ASRC rescind any requirement for Incident Staff and Incident Commanders to complete a minimum of a four hour field task in order to be recertified. This was **approved**

### **b) Nelson County Debrief.**

Gary Mechtel acted as facilitator for a debrief on the Jackie Holden/Nelson County search.

After much discussion the following points were highlighted:

- 1) When expanding a search circle always revert to radial hasty searches out to the new perimeter before undertaking deep cover sector searches.
- 2) Ensure communications in base are effective – keep volunteers and family informed.
- 3) Monitor staff for sleep deprivation and prevent dangerous activity (driving) if deprivation is apparent.
- 4) If there are conflicts or misapprehensions – use the chain of command.