

Appalachian Search and Rescue Conference  
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Charlottesville, VA 22904  
www.asrc.net



ASRC Board of Directors Meeting Minutes  
May 15, 2016  
Green Ridge State Forest – Flintstone, MD

Documented Board Representatives	Group	BOD Reps Present
Allegheny Mountain Rescue Group 1. Keith Conover 2. Don Scelza	AMRG	2
Blue Ridge Mountain Rescue Group 1. Laura Dodson ( <i>proxy Kira Guth</i> ) 2. Kira Guth	BRMRG	2
DELMARVA Search and Rescue Group 1. Jim Jackson 2. Robert Peterson	DMVSAR	2
Maryland Search and Rescue 1. Dan Brizuela	MSAR	1
Mountaineer Area Rescue Group 1. Carl Wertz 2. Don Ferguson	MARG	2
Northwest Pennsylvania K-9 Search and Rescue 1. Adam Gatti ( <i>rep on-site LuAnn Gatti</i> )	NWPAK9SAR	1 (non-voting)
Search and Rescue Ohio 1. Brian Maier	SAR-Ohio	1
Shenandoah Mountain Rescue Group 1. Andrew Hower 2. Christine Fedenko	SMRG	2

**I. Call to Order**

The Board of Directors (BOD) Meeting of the ASRC was called to order by Don Scelza, Chairman, at 1107 on Sunday, May 15, 2016. The meeting was conducted at Green Ridge State Forest, Flintstone, MD

**II. Participant Role Call**

Don Scelza opened the meeting with participant review and confirmation of a quorum. (Eight ASRC Groups were represented, as documented in the chart above.)

During the meeting there were eleven voting ASRC BOD Representatives present and one proxy conveyed to the Secretary prior to commencement of the meeting; representing twelve of twelve voting members present and one non-voting member. 100% of the voting members of the ASRC Board of Directors were represented, constituting a quorum.

### **III. Election of Officers**

Chair announced that the following positions were up for election: President (Chair), Vice President (Vice Chair), Secretary, Treasurer, Operations Officer and Training Officer.

Chair announced that the following members have expressed interest in being considered for appointment to the positions:

Don Ferguson (Vice Chair)

Victoria Airey (Treasurer)

John Rogowski (Training Officer)

The Chair and Vice Chair positions must be elected by the Board from those serving as Directors on the Board of Directors. The Secretary and Treasurer positions may be filled by any Certified Member conference-wide.

Jim Jackson (DMVSAR) announced that Robert Peterson (DMVSAR) will step down as one of DMVSAR's Board representatives and Michael Hansen (DMVSAR) will serve as DMVSAR's second Board representative, as Michael Hansen would like to be considered for Chair of the Conference.

Chair nominations from the floor – Michael Hansen

Vice Chair nominations from the floor – Don Ferguson

Secretary nominations from the floor – Jocelyn King

Treasurer nominations from the floor – Victoria Airey

Vote occurred for the following slate of Officers:

Michael Hansen, Chair

Don Ferguson, Vice Chair

Jocelyn King, Secretary

Victoria Airey, Treasurer

11 in favor, 0 nays, 1 abstention – **Officers approved/appointed.**

Michael Hansen assumed the floor as the new ASRC Chairman.

Officers supporting the Board:

John Rogowski expressed interest in serving as ASRC Training Officer. No members expressed interest in serving as ASRC Operations Officer. The Conference Operations

Officer position will remain open – discussion regarding need for interim appointment, no interest.

Chair Hansen nominated John Rogowski to serve as ASRC Training Officer. 12 in favor, 0 nays, 0 abstentions – **Nomination approved.**

#### **IV. Unfinished Business**

##### **ASRC Credentialing Board:**

One person from each Group to sit on Credentialing Board.

Discussion:

- Propose Chair communicate with each Group regarding new appointments. Chair will send an email to each Group requesting nominations.
- Recommend each of the Group Training Officers serve as an initial Credentialing working group, to get things started.
- Need to fill positions to ramp-up processes.
- First year of Credentialing Board will be all about process development, those involved will need to understand the level of effort and the time consuming nature of the work to be completed. Possibly once per week conversations, until processes are refined and in place.
- Deadline for Group reps to Chair by June 30, 2016.

(DMVSAR representative, Jim Jackson, requested the Recording Secretary to document that Robert Peterson be re-installed as DMVSAR second Board Representative, since Michael Hansen was successfully voted in as ASRC Chair) Later discussion by Board of Directors that since Hansen serving as Chair, must remain as Board Representative for DMVSAR.

**Proposed document suite:** ASRC Credentialing Manual, Training Standards 7.2, PTBs

A motion to vote on the ASRC Credentialing Policy Manual, Training Standards v7.2 and the Position Task Books together as a document suite was made by Christine Fedenko (SMRG), seconded by Dan Brizuela (MSAR). 12 in favor, 0 nays, 0 abstentions – **Motion passed.**

Question: If accept documents as is and remain on the books for an extended period of time, how detrimental to the conference will that be? The documents are not perfect, but they do lay the ground work for moving forward. If remain on books, will be no more detrimental than existing version of Training Standards.

A motion to approve the Credentialing Policy Manual, Training Standards v7.2 and PTB's was made by Brian Maier (SAR-Ohio), seconded by Keith Conover (AMRG). 10 in favor, 2 nays, 0 abstentions – **Motion passed.**

Further discussion about electronic PTB's should be addressed during the process discussions while fine-tuning the credentialing system processes.

### **Operational Guidance Manual (OGM):**

Discussion – point of clarification: The OGM is a document in progress – living document that will be adjusted and improved to meet the needs of the conference. If the OGM is approved, all should recognize that the current Operations Manual (and Annexes) will no longer be in effect.

A motion to approve the Operational Guidance Manual was made by Brian Maier (SAR-Ohio), seconded by Christine Fedenko (SMRG). 8 in favor, 3 nays, 1 abstention – **Motion passed.**

Jim Jackson (DMVSAR) announced that the DMVSAR Board voted in March 2016 and the Group plans to leave the conference in December 2016. They will remain until the end of the year, since they paid 2016 dues and will fulfill the year, unless dues will be reimbursed. Indicated several Board Representatives were aware of their concerns with the conference.

### **V. New Business**

#### **Medical Advisory Committee/Medical Committee updates:**

- Two new physicians recommended for appointment to the Medical Advisory Committee: Janna Baker Rogers (AMRG) and Dylan Kellogg (MSAR)

A motion to approve the Medical Advisory Committee appointments of Janna Baker Rogers and Dylan Kellogg was made by Keith Conover (AMRG), seconded by Dan Brizuela (MSAR). 9 in favor, 0 nays, 2 abstentions (BoD Representative Jackson left the meeting) – **Motion passed.**

- Committees working on new wilderness medical standards for proposal at next Board Meeting.
- First Aid and BLS guidelines under development and will soon be issued under physicians' signatures.

### **VI. Approval of Previous Meeting Minutes**

A statement to accept the January 17, 2016, BOD Meeting Minutes (as disseminated with the May 15, 2016, BOD Meeting Agenda) was made. 11 in favor, 0 nays, 0 abstentions – **Minutes accepted.**

### **VII. Officer Reports**

**Vice Chair** – Don Ferguson

No new updates to share.

**Treasurer** – Victoria Airey not present – update provided by Don Scelza

Most recent Treasurer’s Report was disseminated to all Board Representatives with the May 15, 2016, BoD Meeting agenda.

A motion to accept/approve the Treasurer’s Report was made by Keith Conover (AMRG), seconded Christine Fedenko (SMRG). 11 in favor, 0 nays, 0 abstentions – **Motion passed.**

**Training** – previous Chair Scelza, was acting as CTO during reporting period

Previous Chair received a request from Alex McClellan to extend the recertification period for his SM-I renewal to the 2017 AGM.

A motion was made to extend the SM-I recertification period for Alex McClellan to the 2017 AGM by Don Scelza (AMRG), seconded Keith Conover (AMRG). 11 in favor, 0 nays, 0 abstentions – **Motion passed.**

Previous Chair received SM-I package from Chris Ruch (AMRG); Scelza reviewed package, found the application meets the approved standards and recommends Board approval.

A motion was made to accept Chris Ruch’s promotion to SM-I by Don Scelza (AMRG), seconded by Keith Conover (AMRG). 11 in favor, 0 nays, 0 abstentions - **Motion passed.**

**Operations** – Michael Hansen, previous Conference Operations Officer  
ASRC had opportunity to respond to search, since last BoD Meeting, for search in VA. Seemed to go well. Remote support assistance was provided as well – mobility model.

**Transition Plan:**

Michael Hansen and Don Scelza have discussed transition – Don will continue to be available for assistance during transition period.

**VIII. Good of the Order**

Discussion:

- Recommend K9 policy be put on agenda for next BoD Meeting and discuss with Groups between now and then to ensure Group input is secured.
  - o All Groups suffered due to the disagreement that was allowed to fester since the 2015 AGM between two Groups.

- Chair Hansen drafting document with outcome of review associated with the Group disagreement and will present to the two affected Groups by August 2016.
- Discussion about K9 cultural practices in public and best practices on communications about K9s.
- General concern about creating new policies for isolated incidents. K9 is expected to be under control of handler – on lead or created while not working.
- A motion to add detail in Operational Guidance Manual, when K9s not on task either need to be on lead or contained was made by Keith Conover (AMRG). Keith requested this motion be tabled until the next Board Meeting in order to allow Board Representatives to fully discuss with their Groups before the next meeting. Vote to table: 7 in favor, 2 nays, 2 abstentions – **Motion tabled.**
  - Recommendations in meantime, work on language that will be proposed for inclusion in the OGM.
- Hower: Queried DMVSAR about the reason for leaving the conference. DMVSAR indicated that they informed several Board Reps in the conference that they made it clear they planned to leave the conference in December 2016.
  - Open communications needs to be positive and all are invested for the same reasons.
  - Think about relationships and unity of the organization; infighting leaves an external perception of failure.
- Conover: Focus on the positive and quality of conference-wide credentialing system.
- Maier: Conference seems to have gotten more bureaucratic in the last 7 years; listservs are being used inappropriately. More layers are not helping. The same couple of people bring up issues to create policies/rules that aren't necessarily issues/concerns of other Groups. Too much micro-management.
- Werntz: Concentrate on areas where the conference can add value. Should the conference be involved in credentialing OR should the conference concentrate on new tools/resources and search management?
- Hower: Focus on exceptional proposed model reinforced with standards that meet the real need of the Groups; model that is accepted in other states may provide a gateway for acceptance in Maryland.
- Hansen: Would not have accepted Chair appointment if knew DMVSAR was definitively leaving the conference. Will do best can within timeframes of appointment, until no longer administratively, has the ability to serve. Challenges Board to move from solely a policy making group to “doing something positive” - credentialing system, build remote support, focus on Search and Rescue more. Promote open, positive communications across all teams.
- Hansen: Working on updating the ASRC Strategic Plan goals (planned release August 2016) – Implement Credentialing System, Continue Innovation Efforts, Develop Groups (business models, how to provide services more effectively), Body of Knowledge (make it available, open source for all Groups), Develop Remote Support (beyond Don Ferguson).

- Scelza: Much good discussion this weekend. Open communications is important, if interested in the conference, Board representatives should do jobs – read and share information with your Groups.
- Werntz: Request more use of listserv and more broad communications to all members.
- Conover: Although disagreements within ASRC, there is no better way to impact Search and Rescue than by being involved with ASRC.

Board Representative requested plan for upcoming meeting schedule. Recommend setting 4-year schedule with consistency in recurring meeting dates (like third Saturday of every third month).

Next proposed meeting date is August 20, 2016 – possible location Winchester Medical Center – Winchester, VA.

### **IX. Adjourn**

With no additional formal business noted, a motion to adjourn was made by Brian Maier (SAR-Ohio), seconded by Dan Brizuela (MSAR). No objections.

The meeting was adjourned at 1243.

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The foregoing minutes are reported to the best of my knowledge.  
Beth A. Huhn, Recording Secretary