



VASARCO

Meeting Minutes 01/24/2009

Meeting convened 1030

Presentation: VDEM HR on Worker's Compensation. Discussion on when coverage takes effect. Mission number is critical for coverage under state. Information will be posted on Yahoo Group page and electronic forms to be emailed to each group.

Attendees: Angel SAR; Black Diamond SAR; Blue & Gray; Commonwealth SAR; K-9 Alert; Mid-Atlantic Dogs; Orion; Piedmont SAR; SARTA; SARTI; SWVaMRG; Tidewater SAR; TOVSAR; TROT-SAR; VSRDA; and VAVRS

Motion and passed to accept the minutes of the October 25, 2008 meeting.

Group Reports:

Reports submitted by hand or electronically by: Angel SAR; Black Diamond SAR; Blue & Gray; DOGS-East; K-9 Alert; PSAR; SARTI; SWVASMARG; TOVSAR; TSAR; VSRDA; and Mid-Atlantic Dogs

Reports - Officers:

- President (Bob Allam)
 - Created Website committee – important communication and awareness tool for the Council; Leah will chair; John Proudman with TROTSAR will assist.
 - VASARCO Yahoo Group (<http://health.groups.yahoo.com/group/VASARCO/>) will be used for VASARCO representatives and to conduct VASARCO business; the SAR VA Yahoo group (<http://groups.yahoo.com/group/SAR-VA>) will be used for general information.
 - Initiated recurring officer meetings between VASARCO meetings (monthly except months when Council meets)
 - Initiated a monthly meeting of officers and Mark
 - Requested volunteer to serve as Chair for 2010 SAR Conference
 - VDEM conducted an alert test on 12/08
 - Want to include a presentation at each meeting. Let Bob know if you have suggestions for topics/presenters.
- Vice President (Bryan Saunders)
 - Bryan to oversee standards; created log to track standards (current and under development/revision); modify standards to NIMS format
- Secretary (Leah Coffman)
 - Mileage allowance on the report should be corrected to \$.585 cents per mile through end of December, 2008. Mileage reimbursement after January 1, 2009 to be \$.55.
- Treasurer (Sharon Jones)

Balance as of: Oct 25, 2008	3,685.66
Deposits: VaSARCo Dues	50.00
Balance as of October 25, 2008	\$3,735.66

 - New address for VASARCO:
P. O. Box PO Box 1011, Midlothian 23113

Reports - Committees:

- Awards (Bryan Saunders)

- Lisa Hannon award – Present at SAR Conference; nominations in by 02/01
 - Team awards - Present at SAR Conference; nominations in by 02/01
- Bylaws (Leah Coffman)
 - Draft version on Yahoo page for review.
 - Suggested revisions to be incorporated for review
- Communications (Sharon Jones) – N/A
- Full scale exercise (Rick Christ)
 - Change name to “Exercise Committee” rather than “Full Scale Exercise”
 - Looking at whether standards are reflected/supported in exercises
 - Mock SAR to be hosted by SWVA MRG in October 2009 – Committee will ask SWVMRG if it can be a VASARCO exercise
- MOU (Bob Wingfield) – Created log to track progress through the MOU process
 - Halifax has requested their MOU be tabled
 - Looking at a standard evaluation form for all groups.
 - VCRT (a new canine team in Bedford, VA) has expressed interest in an MOU
- SAR Conference (Roy Hutchinson) - 04/24-26 at Holiday Lake
 - Flyer to be sent out within next few weeks
- Website (Leah Coffman) – Discontinued use of website hosted at VDEM due to support issues

Standards:

- Equine (Leah Coffman) to be posted to VDEM website this week per Mark Eggeman
- FTL (Sharon Keith) - working with VDEM
- FTM (Bob Wingfield) - working with VDEM
- FTS (Rob Speiden) – textbook will be available within next month
- IC (Bob Koester) – N/A
- IS (Dave Carter) – will meet with VDEM
- K9 Air Scent (Jane Servais, Sharon Jones) – finalizing questions for written test
- K9 Cadaver (Pete Suitt) – will be meeting in new several months to review written test
- K9 First Responder (Pete Suitt) – N/A
- K9 Trailing (Pete Suitt) – Approved by VDEM. Will be posted on VDEM website
- K9 Water (Pete Suitt) – N/A
- Management group (Bob Allam) – will be posted for review within next several months. Defining evaluation process and checklist.
- Team Accreditation (Bob Koester) – N/A
- Wilderness Rescue Technician (Bryan Saunders) – working with VDEM

Old Business:

- Created VASARCO Yahoo group (Tomí Finkle) and posted a lot of documents (Leah Coffman) including Council meeting minutes, group report template, and standards. Use Yahoo to store data such as quarterly group reports, officer call minutes, and officer/committee reports.
- April meeting – Date: 04/18 (1 week early due to SAR Conference), time: 1030, location: VDEM.
- SAR presentation at VA Sheriffs Assn meeting in April – Bob Allam and Billy Chrimes to participate in the presentation on SAR resources.
- Requested submission of article to Sheriffs Assn magazine – contact Bob Allam to provide information.

New Business

- Suggest a motion that the VA Sheriff's Association be accepted as a member under the provision of A.2.II of the Bylaws (state or federal agency with no MOU).
 - Suggestion that representative participation and payment of dues will reactivate membership since they were a founding member of VASARCO.
- MOU and standard recommendations will be sent to VDEM by VASARCO president.
- Structure Yahoo group 'reply' as 'reply all' – if member wants to reply to individual, take off-line.
- Group reports to be posted on Yahoo group under Quarterly Reports folder.
- Issues involving VDEM should be brought to Mark Eggeman as soon as possible; preferably in an email.
- When a group is alerted by VDEM; all communication - concerning response capability and time resources will be available - should be through VDEM. Will discuss ways to keep members informed of activities going on in state.
- Want the Chair of each member group to send an email to Leah stating the names and contact information for each representative for the group. If the rep can't attend a meeting, the Chair should send an email to Leah announcing the substitute rep.
- Do not want to post rosters on Yahoo site. Email secretary and Billy Chrimes (william.chrimes@vdem.virginia.gov) with current rosters on a quarterly basis.
- Mark Gleason is starting a new team in northern Virginia – Appalachian Professional Tracker Group. Will be pursuing MOU.
- Since Communications committee has not met (Roy Hutchinson), it was disbanded. Committee to be reorganized with clear objectives and guidelines. Tomi to gather data and clarify purpose of committee.
- Roy Hutchinson asked about existence of lifetime achievement award for individuals who have made significant contributions to SAR community. Chair of Awards Committee to review criteria and scope of award.
- Standards need to have history of revisions included at end of each standard. Year and date approved by to be included in name format as MMYYYY. Approval date is VDEM approval.

VDEM Update (Mark Eggeman/Billy Chrimes)

- Billy Chrimes would like to know who designated training officers are for each member group.
- VDEM working on standard format for state issued SAR ID badges with credentials. Should have draft process by April meeting.
- IC title replacement with Search Manager/Search Mission Coordinator. Will be part of revised IC standards.
- Learning Management System (LMS)
 - Implementation timing over next few months
 - Expectations on groups/members – rosters need to be updated quarterly with VDEM. VDEM will provide standardized Excel format on Yahoo group.
- By 2010, LMS may require completion of appropriate NIMS courses (IS-100, IS-200, IS-700, and IS-800) for Virginia credentials (FTM/FTL, etc.).
- Working on 2009-2010 budget. Projections for training are not positive. Will try to do a state evaluators workshop before July 1, 2009
- Working on implementing a volunteer instructor program. Send resumes to Billy Chrimes.

Training:

- Black Diamond Invitational on 03/29 at Hungry Mother State Park. Contact Bryan Saunders. Registration deadline is 2/14/09. Cost \$60/team and \$5/per person per meal.
- Inland SAR School on 04/20-24 in Yorktown. Registrations still open.
- VASARCO 2009 Conference at Holiday Lakes 4-H Education Center, April 24-26, 2009

Presentation: Mounted/Equine resources (Tomi Finkle)

Upcoming Sessions:

Date	Location	Presentation
04/18	VDEM	TBA
04/22-24	Richmond	SAR presentation to Sheriffs Association (Bob Allam, Billy Chrimes)
04/24-26	Holiday Lake	SAR Conference
07/25	VDEM	CAP resources (ground, air, comms) (Dave Carter)
10/24	VDEM	Tracking resources (Kevin Brewer)

Meeting adjourned at 1402