

## **VA Search and Rescue Council**

Meeting Minutes  
February 2, 2008

Meeting Convened 1035 hours

### Attendees:

Black Diamond; Civil Air Patrol; CSAR; Dogs East; GARD; PSAR; SARTI; TROT-SAR; VSRDA; Greg Fuller

### Group Reports:

- Reports submitted by hand or electronically to Secretary by CSAR; DOGS-East; Greater Atlantic Rescue Dogs; K-9 Alert; Piedmont Search & Rescue; RASAR; SARTI; TSAR; TOVSAR; TROT-SAR; and VSRDA

### Officer Reports:

- President – New daughter born 7 weeks ago. Will be in New Zealand for 6 months in 2009
- Vice-President – NA-recovering from Lyme disease
- Secretary
  - Have requested copies of approved standards
  - Cannot find meeting minutes on file earlier than 7/06 when new articles of incorporation were submitted – documentation missing
  - Articles of Incorporation submitted without current ByLaws or SOPs. Will need to update and approve new versions unless documentation is found.
  - Updating list of current VASARCO members – need documentation
- Treasurer (Sharon Jones) – Balance in account @1,299.71
  - Have sent out follow-up invoices to groups with dues in arrears

### Committee Reports:

- IS – no report/submitted for finalization – revisions requested by VDEM
- FTS – new standards accepted, signed and in effect. Need copies.
- Equine Standards – VDEM has letter of recommendation from Bob Koester. Mark will follow up on signed copies.
- Cadaver – No action
- K-9 First Responder – VDEM has signed
- Trailing Standards – waiting final signed off version from VDEM
- Water standards – No action
- Communications – No actions taken; discussions underway
- Wilderness Rescue Technician – final standards ready for approval.
- Full SAR Exercise – Report Received and read, to be sent to all member agencies; committee is looking for feedback (revised 2/8/08 by committee request).
- Conference – Roy Hutchinson (chair). Finalizing plans for conference
  - Flyers are complete; being e-mailed out; some early registrations have already been received.
  - Early registrations due by 3/15/08, discounts available.
  - Conference dates 4/25-27/08. To be held at Holiday Lakes 4-H Center. Check in Friday evening
  - Base price to come is \$150 including lodging , meals and conference sessions. 10% discount to committee members and early bird registration; 20% discount to presenters.
  - Still looking for a keynote speaker (had one; lost one)
  - Every team gets a display table to showcase their team capabilities
- MOU Committee – application received from Orion Management. Issues to be addressed: minimum standards for a management team (IC/IS); performance criteria to meet standards; and schedule table-top exercises with evaluation and approval by an outside party. Suggested Orion members work

with IC/IS committees and bring proposed standards to next meeting to go through vetting process. Bob Koester and Bob Allam will co-chair Management Team committee.

#### Old Business:

- Status of standardized ID cards – no progress
- New K-9 evaluators in VSRDA group need to attend a state evaluator's meeting (non-discipline specific). Sharon will check with Marc Eggeman and VDEM on scheduling a meeting. Ongoing – will schedule a date.
- Black Diamond has scheduled a First Annual SAR competition at Hungry Mother State Park on March 29, 2008. Teams of 6 planned. Exercise begins at 10:00am, be on-site by 9:00am. Competition should run 4 – 6 hours. There will be prizes. Brochures distributed.
- VDEM/OEM IT staff have agreed to host VASARCO site on server. Files are complete and have been sent to VDEM for uploading. VDEM has requested an MOU prior to hosting site.
- Marc to send a list of email contacts to Sharon and Leah so a current D-list can be set up.

#### New Business:

- All 501C-3 organizations must file an annual report regardless of income received. Must use new form.
- Wilderness Tech Standards – motion made, seconded and passed to send to VDEM for final approval with one abstention.
- Only three active ICs in ASRC, not many more in state. Bob Allam has asked for PSO classes to bring more SAR personnel up to that certification level. Mark has classes scheduled in March 3/7-9/08 and April 4/4-6/08.
- Motion made to adopt ByLaws in effect prior to reorganization with President to appoint a committee to review and update. Motion seconded and passed. Leah Coffman to chair committee. Bob Wingfield and Sharon Jones to serve on committee. Will address election cycle for officers as well.
- Motion made, seconded and passed to authorize officers to sign MOU for website.
- SAR First Responder – class in Salem beginning Tuesday, March 4<sup>th</sup> for five weeks from 5:00-10:00pm
- FTM/FTL recertification – April 12, 2008 Hungry Mother State Park. Being coordinated through Black Diamond SAR. Contact Bryan Saunders. Includes review, practicals and testing. Will also be offered last Sunday of GSAR (2/24/08)
- FTM class – 5/3-4 and 6/6-8/08 Hungry Mother State Park. Being coordinated through Black Diamond SAR. Register on VDEM website.
- CAP safety briefing on ballistic chutes/danger areas for downed aircraft searches – Lee Younger to provide at next VASARCO meeting. To check on availability for conference.
- Mark Eggeman update:
  - Heads up on House Bill 1570 addressing puppy mills – limiting number of breeding dogs. Encouraged dog team members to contact representatives.
  - New ESF9NX breaks SAR into four categories – aeronautical (Air Force); inland SAR (National Park Service); maritime (Coast Guard); urban SAR (FEMA) at federal levels. Other states are looking to Virginia for guidance.
  - Training database has been disabled. Software no longer supported, no updates available. Has one archived copy on a laptop. VDEM is migrating to Commonwealth of Virginia Knowledge Center – will allow automatic printing of certificates, tracking training status
  - Full-time assistant (Deputy SAR Coordinator) has been approved to help with SAR, pending budget approval. Contact your representative to keep this position in budget.
  - VEMA has an annual conference in March 2008, 3/12 – 14/08 at Hampton Coliseum. Additional information can be found on VDEM's home page. SAR has been asked to present at the conference on 3/13 for 90 minutes. Mark is planning a panel discussion.
  - Needs current rosters from every group included with all quarterly reports. Data is being used for dispatch/watch officers use when responding to requests.
  - NIMS compliance requirements have raised concerns with current VDEM IC/IS standards. IC commander will **always** be legal authority/local jurisdiction. Search Mission

Coordinator/mission manager will be term VDEM uses for SAR responders running a search.  
IC patches need to be removed from uniforms. Need to educate members.

Learning Points

- Patrick County search – used same scent article to send out dogs after two different people. Caused both dogs to go in wrong direction.

Next meeting will be Saturday, April 26, 2008 from 6-7:30pm.  
Meeting adjourned 1316 hours.

Respectfully submitted,  
Leah K. Coffman