

March Conference Call Meeting Minutes
BOARD OF DIRECTOR'S CONFERENCE CALL
NATIONAL ASSOCIATION FOR SEARCH AND RESCUE
MARCH 14, 2007

- a. Call to Order (President – Kathy Miller) – The conference call was called to order by President Miller at 1307 EST.
- b. Roll Call (Secretary – Randy Servis)

Board Members Present:

Kathy Miller
Randy Servis
Dan Hourihan
Scott Morgan
Norma Snelling
Vicki Wooters
Art Wolff
Allen Knox
Stephen Tropp

Board Members Absent:

Ken Lesperance
NSARC Rep

Staff Present:

Ross Robinson
Megan Bartlett

- c. Approval of January 2007 Board of Director Meeting Minutes

Motion to accept the January 2007 Minutes as written by Vicki Wooters and seconded by Dan Hourihan after a discussion the motion was passed 5-2 with Art Wolff and Norma Snelling opposed.

- d. President's Report

President Miller reported that it has been very busy the last 45 days in several areas. President Miller reported on a review by Stephen Tropp of NASAR's insurance policies, the review identified concerns with inconsistent within NASAR's training and testing materials. Mr. Tropp recommended these inconsistencies be resolved as soon as possible. President Miller indicated she was requesting board approval to expend \$15,000 to hire an outside consultant to review, recommend and submit proposed changes to the policies, procedures, and testing / training materials. A discussion about these inconsistencies and the consultant and their qualifications occurred.

Motion to tentatively approve the expenditure of \$15,000, upon delivery and acceptance by the board, to hire an outside consultant to develop foundational procedures document(s) to assist with the standardization of all certification and instructional product delivery. The approval is based upon a review of and the acceptance of the proposed consultant's qualifications by the board members. The motion made by Randy Servis and seconded by Dan Hourihan. After further discussion the motion passed unanimously.

President Miller indicated that she had discussions with SUSAR. They are interested in working with NASAR on development of Urban SAR training materials.

Dan Hourihan reported he had attended an International Association of Fire Chiefs (IAFC) meeting in Columbus, Ohio last week. The meeting was in reference to the national mutual-aid system and was a follow-up meeting to a meeting in Fall 2006. 10 States are currently using the new system. At the meeting he was invited to attend the National Sheriff's Assoc. meeting in Salt Lake, UT in late June 2007.

President Miller reported on the work of the NIC Update Committee, there have been several conference calls. She also advised that the NSP (National SAR Plan) is being updated and should be released in April.

e. Treasurer's Report

Ross Robinson reported that the year-end financials were almost completed. The annual outside audit will then occur. He also reported the first two months were on budget.

At 1350 hours EST, Scott Morgan left the conference call.

Agenda Item 1:

Subject: **Job Descriptions -- Liaison Job Description & Committee Chair Job Description**

President Miller presented and reviewed the new job descriptions for Liaison and Committee Chair.

Agenda Item 2:

Subject: **Division Director Tasking – Update to Project Tracker**

President Miller tabled this item.

Agenda Item 3:

Subject: **Draft of Information Release Policy**

Executive Director Bartlett withdrew this item for consideration.

Agenda Item 4

Subject: **Conference Update 2007 & 2008 (Attachment II)**

Executive Director Bartlett reported on the 2007 Conference. She reported that several of the tracks were complete. Beside the conference sponsor, three track sponsors had been secured. She also reported that half of the exhibit booths had been purchased. This was ahead of previous years.

Executive Director Bartlett presented five proposals for the 2008 Conference along Interstate 25 in Colorado and New Mexico. Based upon the information she was recommending to the board to accept the proposal by the Sheraton in Colorado Springs, Colorado.

Motion by Randy Servis to hold SAR 2008 at the Sheraton in Colorado Springs on May 26 to June 1, 2008. Norma Snelling seconded the motion. The motion carried unanimously.

Agenda Item 5:

Subject: **Staff Challenges to New Member Categories**

Executive Director Bartlett indicated after review of the January 2007 approved Membership Categories, staff had identified some concerns and inconsistencies. She would be submitting some recommendations and requested that the New categories be suspended until the issues could be resolved. The board concurred.

At 1440 hours EST Allen Knox left the conference call.

Agenda Item 6:

Subject: NASAR SAR Dog Committee's Eastern Regional Coordinator Workshop

Reference Documents affected: NASAR Canine Certification Programs

Information Background: When the NASAR Canine Certification Programs were upgraded and approved, May 2006, our certification examinations were set up to meet or exceed NIMS credentialing. There have been questions and concerns on the correct way to set up and administer these examinations.

Proposed BOD Action: When the SAR Dog Committee budget was approved in January 2007, there was some flexibility built in for projects like this. We would like to be able to use approximately \$5000 by offering a NASAR SAR Dog Committee's Eastern Regional Coordinator Workshop, in a central location. We would reimburse current Canine Coordinators who attend, up to \$300 each for their expenses. The above-mentioned funds would also cover expenses (travel and motel accommodations) for the Eastern Regional Projects Coordinator and a SAR Dog Committee member to be the workshop instructors.

Estimated Funding Impact: None

Motion by Randy Servis and seconded by Norma Snelling to approve the expenditure. During discussion Vicki Wooters expressed that she believed the board had already disapproved this matter already. During the discussion the board expressed the desire to have the workshop later in the year upon completion of the review and development of foundational documents. Randy Servis called the question. Motion carried 4-1 with Ms. Wooters opposed. .

Agenda Item 7:

Subject: NASAR SAR Dog Team of the Year 2006, First Annual Award

Reference Documents affected: None

Information Background: PEDIGREE is not offering their *Paws to Recognize* contest any more, and the SAR Dog Committee feels that NASAR canine teams around the world should be recognized for their hard work and achievements. The qualifications for this contest would be that the team has certified in at least one Canine Certification Program during the 2006 year, and been active in their community services. We would conduct the contest similar to the *Paws to Recognize* program where a person may nominate him or herself or be nominated by someone else. They would need to send in a color photo of their dog, and attach a 500 word or less description of their accomplishments. All materials would become NASAR property. The winning team would receive a very nice commemorative plaque, and a fancy leather dog collar with metal nameplate for the canine. These awards would be presented to the winning team at the NASAR Conference's General Meeting, May 31, 2007, Charlotte, NC.

Proposed BOD Action: To use up \$1000 of already SAR Dog Committee budgeted funds for the purchase of a commemorative plaque, leather dog collar and metal nameplate, registration fees for the Conference, and \$600 to be given to the winning team for travel and room accommodations.

Estimated Funding Impact: None

Motion by Randy Servis and seconded by Dan Hourihan for NASAR to develop a new award called SAR Dog Team of the Year, this award will included winners travel, lodging, and conference attendance and the matter to be referred to the Award Committee for implementation in collaboration with the SAR Dog Committee Chair. The motion passed 4-1 with Ms. Wooters opposed.

Good of the order:

Norma Snelling questioned the lack of the SAR Dog Committee report during the January Meeting and the reasons surrounding it. Art Wolff took responsibility for the lack of report and indicated that the board had received a report approximately one week after the meeting. Ms. Snelling advised the board of one new national SAR Dog group being formed. She related that was also the possibility of a second group forming.

The conference call was adjourned at 1512 hours EST.