

Minutes
BOARD OF DIRECTOR'S CONFERENCE CALL
NATIONAL ASSOCIATION FOR SEARCH AND RESCUE
July 11, 2007 @ 1pm Est.
Call number 888-387-8686 Room Code 222-6277

- a. Call to Order (President – Kathy Miller)
- b. Roll Call (Secretary – Randy Servis)
 - i. Kathy Miller
 - ii. Randy Servis
 - iii. Ken Lesperance - A
 - iv. Dan Hourihan
 - v. Paul Burke-A...teaching NASAR Class
 - vi. Vicki Wooters
 - vii. Jimmie Canfield
 - viii. Allen Knox
 - ix. Monty Bell
 - x. Stephen Tropp -A
 - xi. NSARC Rep

Staff

Megan Bartlett
Ross Robinson

- c. Approval of March 2007 and May 2007 Conference Call Board of Director Meeting Minutes, and General Membership Meeting Minutes. (Attachment I-III to be sent by Randy Servis)

March conference call Motion to Vicki second Dan...no discussion – unanimously approved

May Conference call – Motion by Vicki second Dan --- no discussion – approval Allen / Randy abstain....

General Membership --- Motion Randy. Seconded Vicki – no discussion – unanimously approved

- d. President's Report

Been quiet since the conference. Dan went to MRA conference and the NSA Conference. Kathy asked Dan to report on the two events. MRA Conference went very well, it was hosted by Weber County UT SAR. Panel discussion about the future of SAR. Good Panel discussion. The National Sheriff's Assoc....Dan was appointed to the Special Operation Committee by Sheriff Weber the new president of the NSA. This the first time that SAR has been

represented on any NSA committee. The next meeting is in January in New Orleans...

Arkansas asked for Kathy to attend the Emergency Management Conference in Late August.

Randy will be attending the NIMS Patrician Working Group in August....

e. Treasurer's Report –

Had a good month in June....We should be head of budget for the Year when they come out next week....

Agenda Item 1:

Subject: **Update on Consultant for Foundation Procedures Documents**

Reference Document Affected: All P&P Manuals

Information Background: On March Conference call, BoD requested staff to go to RFP. First due date of April 30th had no responses. It is felt that this was due to the turn around time for the deliverables. RFP has been reposted with May 18th due date and the candidate supplies the due date.

Estimated Funding Impact: Unknown

Proposed BOD Action: N/A

Dan dropped at 1335 to teach class with Paul....

No vender has submitted. Kathy has obtained template from national safety counsel, waiting from PADI, America Heart Association....and Kathy would be working on this the next month will email out a draft within the next month..

Agenda Item 2:

Subject: **ISAR Online Training**

Reference Document Affected:

Information Background: ISAR Update to be completed by Eric Martin and Mike Guzo has been delayed. Details will be given on the call.

Estimated Funding Impact: Unknown

Proposed BOD Action: N/A

Needed the ISAR book be completed before the ISAR online....The vendors had it split into two work, one of the vendor did not do anything....The other vendor has picked up the work load. Megan expects the document within 45 days to go out to review....We have learned from this and will change our vendor relations and timeline review for future...

Agenda Item 3:

Subject: Recap - **2007 National Search and Rescue Conference** (Attachment IV – Conference re-cap by Staff and BoD members Present).

Reference Document Affected:

Information Background:

Estimated Funding Impact:

Proposed BOD Action:

Looks like we will have about 5K profit....Discussion of the after action review that was compiled by Megan....

Dan back on at 1344

Agenda Item 4

Subject: **2008 Conference Update**

Reference Document Affected:

Information Background:

Estimated Funding Impact: Unknown

Proposed BOD Action: N/A

Contract is still pending. Track leaders should be confirmed by end of month with content by Oct.

Agenda Item 5

Subject: National SAR Memorial

Reference Document Affected: N/A

Information Background: All BoD members please view the proposal at the Washington State SAR Coordinator's Association Website at <http://www.wssarca.org/>. The link to view the presentation is on the home page at **Proposed National SAR Memorial - Click here for information.** **Please view and send questions to Megan Bartlett and copy to Dan Hourihan by CoB, July 6th.** We would like to ask Marty all questions prior to the call and have answers so we can move forward on this item.

Estimated Funding Impact: None

Proposed BOD Action: Endorse the SAR Memorial efforts by Marty Lentsch and have staff write a letter of endorsement of the project.

Move that NASAR support the National SAR Memorial project and have staff write a letter of support and request to participate in the project....Randy/
Dan.....Discussion...unanimously....

Agenda Item 6

Subject: Privacy Policy

Reference Document Affected: unknown

Information Background: It was requested if NASAR has an official policy in regards to a Privacy Policy regarding confidential information. At this time the staff policy is the following:

- All Background Check forms are sent directly to the Executive Director or Education Services Director and kept on file solely by the Executive Director (this is the only form where Social Security numbers are collected).
- Credit card information via the website is not maintained for security reasons and NASAR does not have access to it.
- Credit card information sent via fax is kept with the transaction batch and held with the CFO. After GAAP (Generally Accepted Accounting Procedures) time has passed (7 years), documents are destroyed.

Estimated Funding Impact:

Proposed BOD Action:

Kathy off at 1401..... Vicki' agenda item.....like to see a privacy policy post on the website.

Dan off at 1413....item tabled until policy is develop

Ken called in 0800 Hawaii was confused that at the start time due to "Est" written on agenda....

Good for the order..... Vicki had question about what was happen with Dog Certification....everything has been put on hold until the P&P Manuel is completed...Allen off at 1431 hr...