

**NASAR  
Board of Directors  
Meeting Minutes 01/2004**

The meeting was called to order by acting president Jim Stumpf at 0759 with role call.

**BOARD MEMBERS:**

Jim Stumpf  
Larry Pugh  
Cole Brown  
Chris Long  
Dave Meek Acting Secretary  
Kathy Miller  
Norm Rooker  
Mike Tuttle (Absent)  
Susan Thrasher (Absent)

**STAFF:**

Jacki Golike  
Janet Adere  
Megan Bartlett  
Sandy McIntyre  
Kellie Mazzilli  
Cyndi Mahler  
Paul Burke

**GUESTS:**

Dee Wild, SAR Dog Chair  
Jack Frost  
George McMahon  
Don Cooper  
Tim Hanavan

President's report – a written report was provided and will be added as an addendum. Significantly included was Mike's resignation from the Board of Directors.

Randy Servis was appointed by the acting president to fill the term of the resigned president Mike Tuttle.

**Treasurer's report:** Larry Pugh

Larry reviewed the status of the year end unaudited 2003 budget illustrating \$ 28,102.04 in the black.

**MOTION:** Randy Servis moved the report be approved as presented.

**SECONDED:** by Chris Long

The motion passed unopposed 8-0

**Position Descriptions:**

BoD and Executive Director position descriptions were briefly discussed as presented by Mike and Jacki. It was pointed out that there were some obvious errors and none had any stipulations that exhibited accountability. There was concern voiced if these were policies or guidelines. They should be generally accepted that these are guidelines and can be changed easily.

**MOTION:** Dave Meek moved that we accept the BoD position descriptions as presented and make changes as we progress.

**SECONDED:** by \_\_\_\_\_ ??

**For** - 6

**Opposed** - Chris Long, Jim Stumpf

**Strategic Planning:**

Jacki discussed the Strategic Planning Committee's recommendations that have not moved forward by Executive Committee. She believes that we need to revise the plan in a more formal way to assist the organization. Jacki is proposing a workshop prior to the SAR 2004 Conference. Board members who will be able to attend the conference support this suggestion.

**Standard Operating Guidelines for Conferences:**

Guidelines have been developed and previously submitted for review by Larry Pugh. These were highlighted and discussed.

**MOTION** was made by Larry Pugh to accept the Standard Operating Guidelines for Conferences as submitted.

**SECONDED:** Norm Rooker

The motion carried unanimously.

**L.A.S.T. Conference Operating Guidelines:**

The operating guidelines for L.A.S.T. Conference still need some minor modification but will closely mirror conference guidelines discussed by Larry Pugh.

No action required from the Board but Larry will complete this set of guidelines soon.

Belated introduction of guests and visitors was conducted.

The agenda was modified to allow the staff to make copies of presentations submitted late.

**Education Statistics:**

Jacki provided a report on education statistics in an iMIS format. The information in the report covered the time period from October 2002 through September 2003. Part of the problem in completion of data to the current time is instructors who have not completed and turned in their paper work. The board concurred with the format.

**Emerging Issues Committee Operating Guidelines** – Kathy Miller – Tabled, no action

**Technical Programs Operating Guidelines** – Norm Rooker - Tabled, no action

**K-9 Committee Operating Guidelines** – Dave Meek – Tabled, no action

**External Affairs Programs Operating Guidelines** – Cole Brown - Tabled, no action

**FCC and SAR Frequencies** – Cole Brown - Tabled, no action

**Volunteer/membership background checks:**

The fingerprint background check is the current requirement for K-9 Standards. Applicants for any of the K-9 SAR Tech exams must complete these. Dee Wild, Chair of the K-9 Committee suggested NCIC background checks should be required for most other SAR Teams. The background checks would help assure that no criminal record exists in SAR Team members. Some of the opposition that emerged was that these checks were too burdensome for current staffing. It would be difficult to differentiate only felonies because the threshold for felonies varies from state to state. There were other concerns expressed that this may provide separation of levels of standards. We are a training organization, not responsible for policing. The Board felt that we had insufficient information to make a decision.

Randy Servis will draft a position statement for the Board's review by the next in person meeting.

**2004 Budget:**

There was a brief discussion on the proposed FY 2004 budget as presented by Larry Pugh, Treasurer.

**MOTION:** Made by Cole Brown to accept the 2004 budget as presented

**SECOND** – Kathy Miller

**For:** 7

**Abstain:** Chris Long

**Elections:**

Jacki Golike conducted the election for President

Nominations included:

Larry Pugh made by Cole Brown, seconded by Jim Stumpf

Randy Servis was nominated by Norm Rooker, second by Dave Meek

After a brief statement of qualification and their proposed platform by each candidate a written ballot was taken by the Board present. Randy Servis was elected by a simple majority vote.

President Randy Servis conducted the election for Secretary and Treasurer. Jim Stumpf was nominated for Secretary by Cole Brown, seconded by Chris Long. Cole Brown moved to close nominations, seconded by Chris Long.

Jim Stumpf was elected as the sole candidate

Larry Pugh was nominated for Treasurer by Jim Stumpf. Nominations seconded by Chris Long

Cole Brown moved to closed nominations, seconded by Chris Long.

Larry Pugh was elected as the sole candidate.

**SAR 2003/2004 conference budget:**

Larry Pugh, Conference Chair presented a status of the 2003 conference showing a profit to NASAR of about \$19,000. SAR 2004 will be conducted at the Lansdowne Conference Center. The Center provides a full service facility including meals, lodging and meeting space for the conference. ASPA will not be participants at the 2004 conference but there will be a different type of hospitality room. The net conference budget is proposed at \$189, 568.

**MOTION** made by Chris Long to accept the conference budget as presented.

**SECONDED** by Kathy Miller

**For - 7**

**Abstain** – Norm Rooker

**SAR 2005:**

SAR 2005 will be held in Oakland, CA. We are receiving good support for the conference from local SAR units. No theme has been selected and it was agreed to see if the Bay Area SAR Units could suggest an appropriate theme. Norm will follow up with the local SAR Unit. The room rate for the conference is set at \$92.00.

**SAR 2006:**

SAR 2006 is still under consideration but sites reviewed include Austin, or Houston, TX, and Tulsa OK. The room rate that Austin is offering is \$95.00 per night. Jacki prefers the Austin, Texas site and thinks it will be a good fit for NASAR. There was some concern expressed about the rate pushing us over \$100.00 per night.

**Western States Education Report:**

Paul Burke addressed the issues he is working on in his sphere of influence. These include:

- Licensing
  - University of Utah
  - Weber County, Utah Sheriff's Office
  - Summit County, Utah Sheriff's Office
  - Other potential participants will be placed on hold until the opportunity to test the current licensees is evaluated.
  - Approximately 40 other entities have expressed an interest in participation of the program.
- Honor Guard Program
  - Uniform distribution has been completed.
  - Initial Honor Guard training will be conducted at SAR 2004
- NASAR/MRA *Peak Award* Program
  - Portland Mountain Rescue received the first award.
- Boy Scout program development (SAR Merit Badge)
- Smith and Wesson Bicycle SAR Bike Program
  - Cannot participate at this time because of S&W requirements
- NASAR/NPS Program Compatibility Study
  - Study has been completed
  - Considerable similarities between the two programs
- Identification Card Program
  - Initiated in September 2003 to assist K-9 Program qualification system.
  - Modeled somewhat after the Federal Wildland Fire Agency's "*Red Card*" (*Incident Qualification System*).
  - Will replace the existing NASAR membership card.
  - Developed under standards set by FEMA for compatibility.
  - Includes individual data:
    - Certifications and dates
    - Personal data
    - Photo of subject
- MLPI Program update.
- SAR Prevention Program

- NASAR Team software
- Web based trip planning

**Web based training:**

This is a carryover from the September 2003 Board meeting. The current contract with Jones and Bartlett provides the right of first refusal in all web based sites. We should go to Jones and Bartlett for this service.

**MOTION:** by Jim Stumpf to approve the development and implementation of the on-line FUNSAR classroom portion through J&B.

**SECOND:** by Cole Brown

Motion carried unanimously.

**Tracking Flood and Water Rescue fatalities:**

Norm Rooker began a discussion to develop a business plan and guidelines for NASAR to accurately gather and track flood and water rescue fatalities and trends. Currently there is no agency to be able to track or provide accurate or current statistics related to flood and water rescue deaths.

The total budget proposal for this includes ¼ person year for review of documentation, high speed internet connection and some software for a total allocation of about \$10,000.

**MOTION:** Norm Rooker moved to accept the business plan proposal as presented.

**SECOND:** by Kathy Miller

After discussion Norm withdrew his motion as it was his intent to present this information to the Board. Because of fiscal limitations we should delay acting at this time.

**Organization Life Membership:**

Organization life membership was proposed at our September 2003 meeting. This has been reviewed by the staff who recommends an extended membership at a discount rate rather than life time. The five year rate would be provided at a 10% discount and the ten year plan would provide a 15% discount from the regular rate. The staff proposes to change the name of the membership category to *Extended Organizational* membership.

**MOTION:** by Cole Brown to accept the staff recommendation to accept the cost structure.

**SECOND** by Chris Long

Unanimously carried

**Ground SARTECH and K-9 SARTECH testing standards:**

There appear to be inconsistencies between SARTECH (land based) and Canine SARTECH Standards. The changes between these tests are miniscule but there are differences between testing procedures and recertification costs. The retesting costs for the SARTECH I is a fee of \$38. The Canine SARTECH can retest without additional costs. SARTECH II can be taken on the same weekend of the failure without additional costs but if tested on a different date within one year of the failure there is an associated cost. This is an inconsistency.

Craig Bannerman, SAR TECH lead and Dee Wild will get together and make a recommendation to the Board on how to resolve this issue. This may need to be voted on at a future conference call.

**National Finals Rodeo Conference:**

Norm Rooker presented a proposal to have NASAR participate at the National Finals Rodeo Conference in Las Vegas. The estimated cost for participation would be about \$6,100 to \$6,600 for the booth and additional expense for printing brochures. There were several questions regarding costs. Norm will attempt to do a better job of cost analysis. This will be discussed at a future conference call.

**Advisory Board Members:**

Dave Meek provided a presentation for Board member expansion to include partner agency representatives by creating non-voting member advisory seats for selected agencies. This will increase NASAR's exposure to other partner agencies while exposing NASAR members to these agencies. Air Force Rescue Coordination Center (AFRCC) was used as an example of one such agency that could be included. The cost to NASAR would be minimal, perhaps a complementary registration and the annual conference. Board of Director meeting costs will be borne by the agency.

This would require an amendment to the current By-laws. This proposal would include a Section 10 Advisory Member category.

1. The Board of Directors may choose to create or eliminate Advisory seats (non-voting) on the Board of Directors at any time they deem this action to be in the best interest of the organization by a simple majority vote.
2. The Advisory Seat on the Board of Directors shall be designated to an organization (Example: Civil Air Patrol) and have a position description that outlines NASAR's expectations from that organization as a member of our Board of Directors. The organizations shall not be required to be members of NASAR as a condition for filling an Advisory seat on the Board of Directors.
3. The Advisory seat on the Board of Directors shall be filled by an individual designated by the organization to which the Advisor seat is assigned.
4. The Advisory seat member(s) shall not be eligible to hold Officer Positions or Standing Committee Chairs on the Board of Directors.

**MOTION:** by Jim Stumpf to accept the proposal to modify the Board to include an Advisory Seat(s) on the NASAR Board of Directors. This will require a change in the NASAR By-Laws. The By-Laws Committee will make the proposals for this modification.

**SECOND:** Kathy Miller

Unanimously approved

**NOTE:** The NASAR By Laws Committee will provide specific wording for by law change based on the proposal above.

**NASAR's Public image:**

Kathy Miller was tasked to review information about SAR activities that occur throughout the country. She is doing this by review of media reports provided by a clipping service (Burrelle's Luce) employed by NASAR. Investigation has shown that NASAR is only recognized once in about 140 releases reviewed in the fourth quarter in 2003. Several proposals on how to improve this presence were discussed without any specific conclusions or recommendations made.

**Research and Development activities:**

Don Cooper presented information on R&D activities. These activities were outlined in his report which included seven pages. This full report is filed in the NASAR headquarters office the following represent highlights:

- Pyramid Beer, Maggie Ward-Smith, Marketing Manager
  - Worked with Pyramid Beer to revise their national press releases regarding outdoor safety that are often incorporated into widely distributed outdoor magazines and national advertisements.
- USDA, Cooperative State Research, Education, and Extension Service, Small Business Innovation Research Program
  - Three detailed reviews of SBIR grant proposals were written. One directly related to a proposal for SAR software and two related to technologies that would impact SAR systems.
- Government Symposium on Information Sharing and Homeland Security, Philadelphia, PA
  - Don Cooper made a presentation at the GSISHS and responded to questions from an interested crowd about NASAR and land SAR in general. A Power Point presentation was developed which may serve others well when they are called upon to provide a presentation about NASAR and land SAR in general.
- FUNSAR book
  - Continued work with J&B should have the manuscript to print by the SAR 2003 conference.
- MLPI book rewrite
  - Essentially this has been put on hold until after the FUNSAR project goes to print.
  - It was suggested that perhaps the Education Committee should look at all courses (publications) and agree on the next priority.
- Participation in an NSARC research project being managed by Potomac Management Group, Inc. through a USCG office of SAR contracting vehicle.
  - Two projects were funded by the USCG in 2003 related to land SAR:
    - A study of the compatibility of land SAR procedures with search theory, and the development of a ground search planning methodology.

- Sweep width experiments (same contracting vehicle, though the funding source is Department of Defense) are slated to take place across the U.S. in 2004.
- NSARC R&D Working Group
  - NASAR has been invited to participate and be heard at this forum, especially where the issues related to civilian land SAR. In addition, NASAR has been authorized to bring technical questions to the group, as long as federal funding is not required.
- INSARAG International SAR Response Guidelines
  - Several inquiries have been made regarding whether NASAR was involved in the development of this document (we were not, officially) and whether we could provide it (which we did). It is available at; [www.reliefweb.int/insarag/insarag\\_sar\\_guidelines.html](http://www.reliefweb.int/insarag/insarag_sar_guidelines.html)
- NSS Internet mission collection initiative (GSARIS)
  - NSS began testing its GSARIS (Ground SAR Information System), a web-based mission entry interface for GSAR missions. Provincial law enforcement agencies in several provinces use incompatible proprietary systems and the NSS wanted the ability to collect data from all sources.
- Development of a peer-reviewed journal for land SAR.
  - Charles Twardy, Jack Frost, Bob Koester, and a few others regarding the development of a peer-reviewed journal for land SAR. Such a journal could serve as a venue (that does not currently exist) for the scientific treatment of SAR issues.

The meeting was adjourned for the evening at 1730.

The Board of Directors resumed their meeting at 0800, January 25, 2004

**BOARD MEMBERS PRESENT:**

Randy Servis  
 Jim Stumpf  
 Larry Pugh  
 Cole Brown  
 Chris Long  
 Dave Meek  
 Kathy Miller  
 Norm Rooker  
 Mike Tuttle (Absent)  
 Susan Thrasher (Absent)

**STAFF:**

Jacki Golike  
 Janet Adere  
 Megan Bartlett  
 Paul Burke

**GUESTS:**

Dee Wild, SAR Dog Chair  
Jack Frost  
George McMahon  
Doug Cooper  
Kevin Shanahan, ASTM  
Joe Hugo, ASTM

**ASTM Process:**

Joe Hugo and Kevin Shanahan of ASTM International provided an overview of the development of standards. The F32 Search and Rescue Committee would provide the best umbrella group for NASAR activities. The committee uses Sub-Committees and Task Groups in their development of the standards being developed. ASTM has begun using electronic reviews through their website to best receive prompt feedback and comment loops. This procedure will reduce travel costs and provide greater availability for the review process.

This was an informational presentation and no formal acceptance was made. The ASTM process is similar to what is currently used in NASAR. There are similar processes provided by NFPA and ANSI.

**Directors Report:**

Jacki Golike presented information on on-going projects she and the staff are working on. These include:

- Working with Indiana SAR to update the agreement to expand into a agreement similar licensing and endorsement from NASAR.
- Membership information has been provided as a handout to Board members. We are continuing to grow, particularly in the organizational category.
- Fundraising will continue and is earmarked for the custom development and capital campaign efforts. We are continuing to work on the formation of the Advisory Group to make fund raising recommendations.
- The Gala is planned for September 11, 2004; Bob Dole will be the key note speaker at a negotiated rate. The NASAR Honor Guard will be participants in the event. Jacki will work with the event planners and look at alternatives for costs and set up. Fund raising and name recognition are the objectives.
- The Alaskan LAST Conference has been rescheduled for October. Texas has expressed an interest in a Fall LAST Conference that will not require much NASAR effort.
- ART Magazine will highlight marketing. ACR Electronics ad depicts a dog pushing electronic devices in lieu of traditional mechanisms. It was agreed that the ACR advertisement was derogatory to the K-9 community.
- Garmin sales are increasing at the bookstore with a new and lower price structure provided by the manufacturer.
- MAPTECH has approached NASAR to establish a link off of our website.
- The new bookstore catalogue will soon be issued. There are some modifications in format.

- On-line SARTECH exam is being used at an increased rate. Most people who are signing up are from the western states.
- Web site development is under change to include members only site, Board members only site, calendar, and reference area, etc.
- Mission data base will go on line taking on much of the same data as in the NPS compatibility report.

**NASAR Identification card:**

It was agreed by the Board to move forward with the use of the identification card that was presented by Paul Burke on January 24, 2004. This new card will provide a hard plastic card with embedded information on certifications contained on the card.

Mounted SAR and Tracking Education Task Force reports were provided for review by Susan Thrasher.

**EASTERN AREA EDUCATION REPORT:**

- NASAR Education Policy and Procedures Manual and Manual for Evaluators/Coordinators need to be completed. This effort is still pending completion. Paul Burke indicated that these should be done in a month or so.
- There is a need to firm up pre-conference training activity up so we can get the information posted on the website and conference links. It is important to get this information out to the membership as soon as possible for planning purposes.
- Several manuals, books and documents need to be updated to reflect information that will result in changes from the publication of the new FUNSAR book.

**TECHNICAL PROGRAM REPORT:**

Norm Rooker, Chair, provided the following information on the activities of the Technical Committee:

With the new position descriptions for the NASAR Technical Programs, he has a template from which to work to develop guidelines. The first project had been to define the scope of the committee. These included the areas of:

- Flood & Water Rescue Advisory Group
- Mounted SAR
- International Projects
- Mountain Bike SAR
- Extended/Wilderness Medicine
- ASTM Standards concerning rope/technical rescue
- USAR – Urban SAR/Technical Rescue

The initial step has been to form a Technical Programs Committee. This committee has been formed and the members include:

Tim Rogers                      Flood & Water Rescue Advisory Group

Jorene Downs	Mounted SAR
Ed Wolff	International Projects
Paul Burke*	Mountain Bike SAR
TBA	Extended/Wilderness Medicine
John McKently	ASTM Standards concerning rope/technical rescue
TBA	USAR

\*Paul, as a NASAR employee, is a non-voting member of the committee. His role will be to help get a Mountain Bike SAR committee formed.

The next major step will be to develop committee guidelines for the Technical Programs Committee. Norm's goal is to have these written and to present them by the Fall 2004 BOD meeting.

### **Committee Reports:**

#### **Flood & Water Rescue Advisory Group:**

The Water Rescue Group continues to move forward. A business plan has been written and submitted to the NASAR BoD to fund a one year pilot project to gather, track, compile and disseminate information on flood and water rescue fatalities in the US. More information will be presented on this under new business.

At the recommendation of the Water Rescue Special Interest Group meeting at SAR 2003, a position paper was written addressed to the International Association of Fire Chiefs, IAFC, urging them to form a Water Rescue Committee.

The interim Flood & Water Rescue Advisory Group has been brought forward to the point where they have taken the next step to be self-sustaining. Tim Rogers will take over as chair of that group. I have briefed him by telephone on his roles and rules and will be providing him the same in writing by the end of February.

I have finally located a hard copy set of the old NASAR Swiftwater Rescue Committee bylaws and will be mailing a copy to Tim Rogers, maintaining a copy for myself, and forwarding the original to Jacki Golike by the end of this month. This may be used as a basis for development of their by-laws.

#### **Mounted SAR**

Jorene Downs is the chairperson of the Mounted SAR standards working group that NASAR Education Chairperson Susan Thrasher had assembled. It is requested that upon completion of the MSAR standards she maintain the group as the nucleus for the formation of a Mounted SAR Committee. I contacted Ms. Downs by both telephone and e-mail and she readily agreed and we briefly discussed some ideas for getting a Committee formed based on the current K-9 Committee template.

Besides standards, we discussed forming a resource list of MSAR teams/resources, getting an MSAR on the NASAR website, developing outreach/recruiting programs for

MSAR folks or people interested in MSAR through SAR and equine publications, forums and organizations.

- ® Aside from developing MSAR standards, training and getting them implemented, accepted and updated, I suggested that a program for SAR Managers be developed on how to utilize Mounted SAR assets, what they can and cannot do and how to utilize them to their best advantage. Jorene indicated she already had such a program, which she will be presenting at SAR 2004. Jorene resides approximately 2 hours from where I live so we have set up tentative plans to get together for additional MSAR section development discussions.

### **International Projects**

Report submitted by: Ed Wolff and updated by Norm Rooker Technical Programs, International Projects Chair

Over the past 2 years interest in the NASAR training and certification programs has increased.

The following is a listing of the status of projects in the specified country:

- Turkey
  - The AKUT (Turkish National SAR Team) has adopted the SARTECH™ certification program as its “certification standard” for personnel.
  - With the permission of the NASAR BoD from 3 years ago they have been working on translating the ISAR textbook into Turkish. The agreement at the time was that they would provide NASAR with several copies of the Turkish language version upon its completion. This project is still in progress.
  - They are very interested in the K9 SARTECH certification process.
- Singapore
  - The Government of Singapore expressed interest in the SARTECH™ certification process. The information was submitted to them and they are assessing it and how it fits into their needs.
- Philippines
  - The Government of the Philippines has expressed interest in the SARTECH™ certification process and the SAR Training programs (ISAR, FUNSAR, ADSAR). Due to terrorist actions in their area this project has been slowed at their request.
- Malaysia
  - In 2002 a program was initiated at the request of the Malaysian National SAR Team (SMART). This is a governmental team of 200 full time personnel (1/3 fire, 1/3 police and 1/3 active military).
  - Initial training consisted of a group of hand picked personnel from their team that traveled to the U.S. last year to be trained. At their request they were trained with a modification of the existing SAR programs to include US&R and Tactical SAR.
  - The final exam for this program was the SARTECH™ certification exam which they all completed.

- They are interested in furthering this and a session had been in the works for 2003 but was shelved due to terrorist activities.
  - We will look further into this for a 2004 session.
- Cyprus
  - A SAR Team in the Island Country of Cyprus was interested in the SARTECH™ program. This was shelved at the start of the activities in Iraq.
- Puerto Rico (U.S. but not CONUS)
  - The SAR Team in Puerto Rico has asked for and scheduled several K-9 SARTECH™ exams over the past year. Each of these was cancelled on their end after they were not able to logistically facilitate the training and on one occasion had a natural disaster get in the way.
- Australia
  - The \*\*\* SAR group/team in Australia has contacted ED expressing an Interest in NASAR's K-9 SAR standards.
- Colombia
  - The Colombian Red Cross (Cruz Roja) had requested a presentation at their upcoming educational conference on NASAR K-9 SAR standards. Ed had accepted their invitation but a bombing by a terrorist group resulted in a State Department Advisory that Americans avoid or post pone their travel plans to Colombia. Ed has rescheduled his travel to Colombia but remains in communication with the Colombian Cruz Roja concerning bringing in NASAR K-9 SAR standards.

Ed Wolff believes that the reason for the intense interest in NASAR's K-9 SAR standards in the international community is that NASAR is not a state-sponsored or governmental certifying agency. NASAR is an independent organization that does provide a standardized certification series of courses.

Additionally, part of the process of obtaining NASAR K-9 certification includes successfully completing SAR Tech II. We should be seeing an exponential growth in NASAR programs being taught on an international basis.

### **Mountain Bike SAR**

Paul Burke will help form a Mountain Bike SAR Committee, due in large part to his work with the International Police Mountain Bike Association. According to the NASAR bylaws, Paul cannot vote due to a potential conflict of interest. His goal is to help get a section formed then turn it over to the committee.

### **Extended/Wilderness Medicine**

This committee is inactive. It is my goal to get this committee reactivated, up and running by SAR 2005.

### **ASTM Standards concerning rope/technical rescue**

John McKently will form and chair an ASTM Standards concerning rope/technical rescue.

John and Norm will be communicating further to get NASAR and/or NASAR and the MRA, Mountain Rescue Association, jointly involved in the ASTM and NFPA, National Fire Protection Association, rope rescue/technical rescue standards formation process.

### **USAR – Urban SAR/Technical Rescue**

At this time there is not a USAR Committee. Norm would like to have a USAR SIG meeting at SAR 2004 to explore the possibility of establishing a USAR committee.

There are several USAR issues of interest to NASAR. First, the State of California Office of Emergency Services (CA OES) has developed an 8-hour USAR training program for SAR team. Once an entire team has completed it, that team will be classified as a Type 4 USAR team/resource. Mostly recon and light rescue capabilities. The rollout for this course is April 24, 2004 in Dublin, CA.

This program has potential for all our existing ground SAR units. CA OES member Matt Sharper is the current lead on this project.

On Friday, January 22<sup>nd</sup>, Jacki Golike and Norm met with FEMA USAR Division Director Michael Tamillow at FEMA HQ. Mike is supportive of NASAR running a USAR track. However, FEMA cannot support it beyond a letter of support/welcome to USAR track attendees. The reason is that with the reorganization of FEMA, the National Disaster Medical System/ NDMS has been moved into the same area of FEMA as the USAR Division and he has received direction to coordinate with the NDMS program. NDMS has an annual meeting/education conference in April and his interpretation of his direction is that he is to develop a USAR track for this meeting and host the USAR Team Leaders Conference/meeting to be in conjunction with the NDMS conference from this point forward.

Mike also indicated that his primary focus is the existing 28 USAR teams and that he has little or nothing to do with state and regional USAR efforts; however, is supportive of those efforts. This was due in large part to the fact that his division is understaffed with only 8 members where as the NDMS section had a staff of 60. He has filed requests for additional staffing but they have, as yet, gone unfilled.

### **Joint NASAR Outdoor Leadership:**

Many organizations and associations have similar missions, but the information on these cannot be readily found in one place. The printing of a brochure would help aid public knowledge about SAR-type organizations for the publication of a multi-organizational brochure. It is hoped the cost of this publication should be borne by all organizations. Norm will follow through with this proposal to determine interest.

### **IAFC development of a Water Rescue Committee:**

Norm presented a position paper requesting IAFC development of a Water Rescue Committee. It is recommended the following letter be sent to the International Fire Chief's Association:

Chief Ernie Mitchell, President  
International Association of Fire Chiefs  
4025 Fair Ridge Dr., Suite 300  
Fairfax, VA 22033-2868

Dear Chief Mitchell,

*With respect to the fact that the IAFC is facing a myriad of problems and rescue response situations across North America, the National Association for Search And Rescue, NASAR, is strongly urging the IAFC to form a committee for a problem with which both our memberships have to deal-water rescue.*

*According to the CDC, Centers for Disease Control, in 1999, the last year statistics were available, 3529 Americans lost their lives to drowning. An additional 7840 citizens were hospitalized for near drowning. Drowning is the 10<sup>th</sup> leading cause of accidental death in America.*

*While these are interesting numbers, a closer look reveals some sobering findings. One third of all those drowning victims are would-be rescuers. In 1999, during the tidal surge flooding for Hurricane Floyd, 1 out of every 10 fatalities was of a rescuer or would be rescuer.*

*Water rescue takes on many forms. It can be swift water rescue for fast moving streams, rivers or creeks. It can be flood rescue when those same waterways are inundated with too much water too quickly such as rains, snow melt or hurricane tidal surges. It can take the form of dive rescue, open water rescue, ice rescue or surf rescue. While all of these involve the commonality of water, each is uniquely different and just because a member or department is proficient in one aspect of water rescue, it does not imply that they can handle all aspects. The same applies for their officers, chief officers and emergency managers.*

*Thus, we end up with many well-intentioned would-be rescuers tragically losing their lives. Fortunately, in 2003, none of the 200 plus firefighters who lost their lives in the line of duty, lost them due to drowning. But this year was an exception. Many drowning deaths are of spontaneous volunteers or responders from agencies other than the fire service. However, the NFPA has stated that a firefighter is four times more likely to lose their life in a water rescue situation than fighting a fire.*

*Why is this? It is because today's firefighters and their chief officers are better trained and equipped to fight a fire than they are for many water rescue situations.*

*It is to this end that NASAR strongly urges the IAFC to form a water rescue committee with representatives from all the various water rescue disciplines that your member departments face. Like with other IAFC Committees such as USAR, EMS, Hazmat, etc, it is hoped that an IAFC Water Rescue Committee would help standardize and disseminate information on safe water rescue practices, water rescue & response SOPs*

*and possibly guidelines for chief officers that have to oversee or serve as IC for a water rescue event.*

*NASAR, in turn, will help support your committee's efforts in whatever way possible. Currently, there are no really accurate statistics on water injuries, incidents and deaths. NASAR is planning on funding a project to gather and track these statistics, including rescuer deaths, both spontaneous and professional. We, in turn, will freely share this information with you, FEMA, the US Coast Guard and other organizations that deal with water emergency response.*

*In closing, we all share the goal of NASAR's motto and creed "That Others May Live". Towards that end we are strongly urging the IAFC to form a Water Rescue Committee. Furthermore, if there is anything that we, as an organization, can do to assist you and your members in dealing with water rescue response, please feel free to call on us.*

*Sincerely,  
Randy Servis  
NASAR President*

**MOTION** by Cole Brown to accept the recommendations  
**SECOND** by Chris Long

Unanimously carried

**SAR Dog report and related issues:**

Dee Wild, K-9 Section Chair provided the following information on K-9 activities:

Human Remains Detection completed beta testing and is now available. It is anticipated that this discipline will be heavily utilized within the canine community once the Section is able to provide handlers with a copy of the Standards.

Water beta testing is slated to be complete within the next couple of months. It will be ready for the canine community within a month after completion of the beta tests.

In 2003, 107 Canine SARTECH tests were given with 77 passing and 30 failing. According to several SARTECH Coordinators, they are seeing a lot more canine handlers attending their classes/tests, which is an indicator that the program should continue growing. It is hoped that over the next six months that the time it takes to receive the SARTECH II and Canine SARTECH III certifications will drop down to within a month after paperwork is received at headquarters. With the lag time of 3-4 months to get the SARTECH II certification, it does cause delays in handlers getting their Canine SARTECH tests scheduled.

A question to the Board was raised whether or not we needed board approval for each discipline that we add to the Canine SARTECH program. The Board response was that

we did not need it as the Board had approved the Canine SARTECH program as a whole.

The Section is concerned that the existing Canine SARTECH Standards books on sale through the Bookstore is out of date, as it does not have the HRD Standards nor the updated Area and Tracking/Trailing Standards. Any books sold to handlers could prompt them to become upset when they go for their testing, only to find out that they are being asked to test something other than what is in the book. The Section hopes to bring resolution to the Standards issue in order to save NASAR the embarrassment of selling out-of-date publications.

The Airline Canine Escorts – American Airlines Flight Attendants Volunteers for Service Animals (“ACE”) program has not experienced a lot of movement over the past year. At this time, we do not have a viable mechanism to post this information in order for handlers to take advantage of the program. Therefore, the Section would like to have a page on the website that can be accessed by the ACE Program Coordinator. The Coordinator can then go to the site and update it with new canine donations as they are received and delete those canines that are adopted. This will allow handlers looking for a new canine partner to check availability within the donation pool that they might be interested in pursuing. The web designer has been provided with a layout of what we would like to post on the page and are waiting for the cost. Once we have this information, we would like to move forward to implement the page.

Grant monies in the amount of \$1,500 have been released to 5 K-9 teams around the country. Of those funds released, 2 were designated for the K-9 SARTECH tests and 3 were designated to bring reputable instructors to work with the team. One team has been approved for \$300 to bring in an instructor and a team is under consideration to host the K-9 SARTECH test. This program has been well received by the canine community. It also does not hurt showing that NASAR can help teams gain additional education and testing for their handlers.

The canine track for SAR04 is complete including presenter contracts prepared for mailing. We will offer classes, hands-on sessions, roundtable discussions, and special events such as having agility course set up for participants to enjoy and offering the AKC Canine Good Citizenship test, which is one of the pre-requisites for the Canine SARTECH program.

An article appeared in People Magazine regarding Ms. Anderson with a quote from the Section Chair.

A correspondent with NBC News Today Show has contacted the SAR Dog Section interested in doing a story on avalanche dogs. The correspondent was put in touch with Patty Burnett. Patty is well established in the field and has a book and video that is sold in our Bookstore.

The Section has been contacted by AVMA's Special Projects to review a book geared for kindergarten to second grade. The book features working dogs and will be reviewed by Cheryl Kennedy, the Sections Education Coordinator.

A handler has been identified for the Pedigree Paws to Recognize. The selection is Lisa Higgins who is well respected in the field and is very good at dealing with the press. She and her K-9 partner Molli have responded to over 150 searches from Texas to Florida. They worked the space shuttle and were instrumental in locating a young man that had run away from home. When Molli is not involved in a search and rescue case or training, she goes to the local junior high school where she helps students learn math by barking out the answers to addition, subtraction, multiplication, division and square roots. They are a team that truly gives of themselves to help others.

On the international front, we are working to develop a training program for the Philippine K-9 Search and Rescue Association. They continue to hold fundraisers to assist them in the development of their team.

**Compliance with the CAN SPAM Act for NASAR:**

Kathy Miller presented a policy for adoption to ensure that NASAR is in compliance with the CAN SPAM Act of 2003 (S. 877). This legislation regards the use of internet email as a mechanism for delivering association communications.

**MOTION** by Cole Brown to accept Kathy's recommendation

**SECOND** by Norm Rooker

Carried unanimously

**External Affairs Committee:**

- **State SAR Coordinators** - The annual meeting will be on Tuesday June 1, 2004 and invitations will go out on February 2, 2004. The agenda is very good this year and there is a lot to discuss.
- **Personal Locating Beacons** - The first two activation occurred in the Fall of 2003 time frame and involved the same individual. He was rescued the first time and arrested the second for false activation trying to capture a story since he was a freelance writer. No additional information or action to date.
- **NSARC** - Jacki advised earlier that NASAR has been given Standing status on the committee. This is a big step for NASAR. This occurred at the last main meeting of NSARC on December 4, 2003. Don Cooper already reviewed the activities of the NSARC Research and Development committee.
- Progress continues with the partnership between NASAR, MRA and NPS. There is no activity regarding SAR Squared due to the lack of funding in NASA.

- We will be sending a letter to the FCC requesting a meeting to discuss radio licensing for SAR teams and other issues as they relate to ground search and rescue and two-way radio communications.
- We have also reached out to Maptech to discuss the possibility of them implementing and installing capabilities into Terrain Navigator for APRS (Automatic Positioning Reporting System). This would allow SAR Teams to have the GPS's linked to there two-way radio report their position to command and have it show up on Maptech's terrain navigator software for real time mapping of a SAR team's searching.
- We will be developing our operating guidelines and expanding the committee's membership.

No specific changes in the Canadian SAR secretariat. The next SAR Scene conference will be in Calgary, Alberta in October 13-16, 2004.

CAP agreement in place

**Ballot Destruction:**

Original ballots from the election process are being maintained at the NASAR Headquarters. Summary documentation has been compiled for the election. Ballots need to be destroyed.

**MOTION:** by Cole Brown for the election ballots to be destroyed.

**SECOND** by Chris Long

Carried unanimously.

**Appointment of Committee Chairs:**

Randy Servis, President, made the following Chair appointments:

**Nominating:** Kathy Miller

**By-Laws:** 2004 Secretary by default

**External Affairs:** Cole Brown

**Technical Programs:** Norm Rooker

**Conference:** Larry Pugh

**Education:** Jim Stumpf

**SAR Dog Section Liaison:** Dave Meek

**SAR Dog Section Chair:** Dee Wild

**Emerging Issues:** Kathy Miller

**Finance/Strategic Planning:** 2004 Treasurer by default

**Executive Committee:** 2004 President by default

## Future BoD Meetings/Conference Calls

- March 17, 2004 conference call at 1300 Eastern time
- May 19, 2004 conference call at 1300 Eastern time
- May 31 - June 1, 2004 in Lansdowne, VA (BOD Strategic Planning Meeting)
- June 5, 2004 in Lansdowne, VA (General Membership Meeting)
- July 21, 2004 via conference call at 1300 Eastern time
- September 9 - 10, 2004 in Chantilly, VA (BOD Meeting)
- September 11, 2004 NASAR Tribute Fundraiser Gala in Washington DC
- November 17, 2004 via conference call at 1300 Eastern time

## 2005 Meeting Scheduled

January 22 - 23, 2005 in Oakland, CA (BOD Meeting)

### FOLLOW UP ACTIONS January 2004 Board of Directors Meeting

<b>ACTION</b>	<b>RESPONSIBLE PERSON</b>	<b>DUE DATE</b>
Standards for SARTECH retesting to be consistent between personnel and K-9 re-testing	Craig Bannerman/Dee Wild	June 2004
Develop Guidelines for the operations of the Technical Committee	Norm Rooker	June 2004
Develop guidelines for Water Rescue Committee	Norm Rooker	SAR 2004
Develop guidelines for Dog Committee	Dee Wild Dave Meeks	June 2004
Develop a Business Plan and guidelines for NASAR participation at trade show exhibits	Norm Rooker	June 2004
FCC and SAR Frequencies	Cole Brown	September 2004
Develop Guidelines for the operations of the External Affairs Committee	Cole Brown	June 2004
Board position on volunteer/membership background checks	Randy Servis	September 2004
SARTECH and K-9 SARTECH testing and retest standards	Craig Bannerman Dee Wild	June 2004
By Law change for non-voting Advisory Board Members	Jim Stumpf	March 2004
By-law change and identification of members of a NASAR Advisory Board.	Jacki Golike	June 2004
Emerging Issue Committee guidelines	Kathy Miller	June 2004