Agenda Item 1
Subject: Opening Administrative Business
a. Call to Order by President Vorachek at 1:00 pm EST
b. Roll Call by Chris Boyer

Board Members:
George Dresnek P (Late)
Mikki Hastings P
John Peterson P
Dave Powers P
Don Stephens P
Earl Tilton P
Mike Vorachek P

Staff:
Executive Director Chris Boyer

Guests:
None

c. January 2017 Minutes:
Motion to approve - Hastings, second - Stephens. No discussion. Motion carries.

d. President’s Report:
Vorachek advised that he had ordered items from First Tactical (a NASAR Vendor) and reported that the savings and quality was excellent. Vorachek also advised that he would be taking on the NASAR commitments to attend two conferences, one in Virginia and another in Reno. Reports will follow. Vorachek advised he had worked with Boyer and others to update the NASAR position paper regarding unmanned aerial systems.

e. Treasurer’s Report:
Dresnek advised that he was unable to provide a report due to the financial information from Ross Robinson of NeoSystems being delayed.

Agenda Item 2
Subject: Special Orders (None)

Agenda Item 3
Executive Director Report:
Boyer discussed attending the State SAR Coordinators meeting, SAR-Tech 4 status in beta testing with expected roll-out date 3-1-2017, SAR-Tech 3 to follow. See attached report for more details.
Agenda Item 4
Subject: General Orders
There are currently no hold-over items from previous meetings.

Agenda Item 5
Subject: New Business
There was no new business brought before the board.

Adjournment
Motion made to adjourn by Hastings, Powers seconded. Voice vote approved.
Meeting adjourned at 1:33 EST.
Executive Directors Report
January 2017

ITEMS REQUIRING BOARD ACTION (delayed items require no action)

- See Board Agenda

UPCOMING MILESTONES

- New consolidated MLPI / MLSO manual in print 1st QTR 2017
- Move ST III online test from Cyanna to aNewspring January 2017
- Don Stephens working on new ST III Practical Exam
- Add ST IV online test to aNewspring January 2017

FINANCE

- Reviewed monthly financial reports
- Approved weekly Accounts Payable run
- Placed calls to instructors and lead evaluators with paperwork and fees overdue more than 30 days (12 currently)
- Posted Maglite banner on website (paid advertising)
- Proposal to Nova Scotia Ground SAR for a Provincial level membership (Canadian version of the state level membership)
- Discussion with First Tactical regarding their affiliate program
- FY2017 budget approved at 1/14/17 Board meeting
- Finalized set up with State of SC to be vendor for State Guard

CERTIFICATION – John Boburchuk

- Canine Article Search Draft to Lead Evaluators for comment

EDUCATION – Bryan Enberg

- Reviewing CA Standard Z1625 (curriculum)
- Received Knots and Navigation pocket guides from Waterford Press and posted in Bookstore

PROFESSIONAL STANDARDS – Colin Palmer

- Complaints regarding instructors and evaluators
  - Received generalized complaints on Facebook regarding unqualified lead evaluators and team members testing each other
  - Received complaint regarding late certificates (the LE gave test in June, didn’t send paperwork until January)
Received complaint regarding David Paulides using his appearance at 2012 NASAR Conference as part of his marketing.

- Reviewed and processed instructor, evaluator and lead evaluator applications and background verification reports
- Announced new incentive and reward program on website and social media
- Updated Instructor and Lead Evaluator applications to reflect membership requirement. Uploaded new forms to website.

ADVOCACY – David Kovar
- Letter of support

OUTREACH – PIO
- Reviewed monthly newsletter draft, made edits and approved for distribution
- Added courses and certifications to website calendar
- Howard Paul loaded the FaceBook page with timed monthly course announcements
- Howard Paul asked for us to find a replacement PIO due to personal reasons
- Email to instructors and LE announcing pocket guides and bulk orders
- Press release to Idaho news agencies regarding Board Election
- Placed the 2017 Board meeting schedule on the website
- Designed and ordered recruiting postcard for shipments and conferences

MEMBERSHIP
- Produced and sent out monthly renewal notices
- Reviewed and processed new member applications
- Sent out renewal notices and processed renewal applications
- Processed Certification ID Card orders
- Ellen is now adding the Knots pocket guide to new member packets
- Raised new organizational memberships to $225 year (renewals stay at $185 for 2017). Updated website and organizational member packets.

FUNDRAISING
- Applied for Cargill grant opportunities, was declined since we do not meet their guidelines

MISCELLANEOUS ITEMS
- Performed weekly backups for DropBox content
- Performed monthly backup for website content
• Update Board motions chronology from approved minutes
• Added a branded RTIC 30oz Tumbler to bookstore offerings
• Cleaned up some older file structures on Dropbox that are no longer useful or relevant to save space
• Authored and posted Waterford pocket guide announcement on social media, placed items in bookstore
• Updated ED Guidebook with new calendar events
• Built “Policy” Dropbox folder to publish policy documents in a single location
• Announced Janet Yatchak as Instructor / LE of the year (she chose life membership as reward)
• Working with First Tactical on specifications for a SAR orange shirt
• Received attorney opinion regarding SSARCC relationship and status
• Asked Cole Brown to remove NASAR references from the SSARCC website
• SSARCC met and updated their bylaws to change mission to be advisory to federal SAR agencies. Opened membership up to other national SAR interests.

**RECENT / UPCOMING TRAVEL**

• January 13-15: Board In-Person Meeting (Dallas, TX) – Board & Boyer
• January 25-27: NSARC and SSARCC meeting (DC) – Boyer
• February 27 – March 1: VA sUAS Conference (Charlottesville, VA) – Vorachek
• March 10 -12: Arkansas Conference (Ozan Pt, AR) – Hastings
• April 12 -12: NAASIC Conference (Reno, NV) – Vorachek
• May 15 – 18: VOAD Conference (Houston, TX) – Boyer
• May 21 – 24: IADLEST Conference (Nashville, TN) - Boyer