



KCSARA Governing Body Meeting

Bellevue, Washington

Minutes for February 7, 2011

Attendees:

Kathy Decker	Jon Wartes		
Dennis Brislawn	Garth Brown	Tom Cloonan	Ameeta Chainani
Arnold, Mike	Mary Beebe	Michal Bryc	Martin Chisholm
Wes Cooper	Ruea Davis	Roman Deeds	Darren Emmons
Joshua Gerstman	Tracie Griego	Frank Rossi	Chris Terpstra
John Traylor	Joe Wardlaw		

Note: Names in bold print are KCSARA Unit Reps

Call to Order/Introductions

Meeting was called to order at 7 p.m. by Dennis Brislawn. Josh (KCSA) introduced himself.

Review/Approval of January Minutes

Some members reported not having received the minutes emailed a couple of weeks ago.

Chris corrected ELT report as being that of Comm (in January minutes). He further corrected the report by email sent to Ameeta. He made a motion to pass pending acceptance of his corrections. Rue seconded. Minutes accepted as amended.

Chris' email added *"Reported issue with ongoing coverage question with Rattlesnake 511 location."* He also amended last two sentences of 3rd bullet to read, *"They are in discussion with local FCC director on rules. Chris mentioned to there a section in the KCSO/KCSARA Operations Guide for communications."*

Mission Activity & KCSO/WSSARCA Report (Kathy Decker)

- Noted that there have been three missions.
- Stated that body recovery on Feb 5th was successfully resolved with 40+ emergency workers including Tacoma and Everett Mountain Rescue. After action meeting is being held at her office on Feb 15th (7 – 9 p.m.) in lieu of Ops meeting.
- Sent benchmark proposal (written by Bill Gillespi) via KCSARA Google distribution email. When asked about updates on Seattle PD evidence search, she reported that SPD was very appreciative but the gun was not found.
- Pete Linde will be working the next crime scene re Amy Cho disappearance from Renton area last year. They may only need KCSD, and may expand later, if necessary.

Treasurer's Report (Tom Cloonan)

- Distributed report of KCSARA bank accounts and how much money was distributed to each unit in 2010.
- Stated that last year we liquidated various accounts just over that amount that was distributed to units.
- Transfer of accounts system complete.
- Two checks written in March and May 2010 were only just cashed in January. Dennis reminded the members to cash their checks within 60 days or they will be voided barring EB approval.
- Meeting with CPA scheduled to go over current records, hopefully by next meeting will have active budget.
- Noted that there is no record for paying South Seattle Community College for last year's Academy.
- Noted that the budget for this year has input only from Comms and Project Lifesaver. Dennis noted that KCSARA does not need to fund units. It is our primary responsibility to meet our expenses and only then, if it is possible can we fund units.
- Dennis noted that the resolution of the compass debacle is still pending high on list of priorities.
- Dennis promised that soon transparent account records will be available to units. We have about \$100,000 in bank with no plans to get any more. If it doesn't improve, we cannot meet our expenses. He mentioned that by the 2nd quarter, we should get endowment for KCSARA to be supported indefinitely. The piece meal approach to funding needs to be reviewed. Bigger donors can be attracted if we do it at the KCSARA level. Part of a KCSARA meeting should be devoted to deciding this issue.

Action: Dennis to put out proposal of when this meeting will be held.

Executive ("Ad Hoc") Committee Reports

- **Benchmarks (Tracie Griego):** No report.
- **ICS (Jon Wartes):** No report.
- **Mapping (Matt Cosand):** Nobody available to report.

Standing Committee Reports

Dennis had asked all chairs to report in writing on where they're at and what they're doing. Only ELT and Comms have responded.

Action: All others need to submit their report right away.

- **Training (Joe Wardlaw):**
 - Thanked Ameeta for her work towards finding a location for the Academy. Edmonds Community college is providing it free. No paper work necessary from us. Also a spot for helicopter to land.
 - Asked, what classes we want. Scott said he'd help co-ordinate ICS 300 & 400.
 - Stated that we can offer more courses, and make courses better with help from everyone.
 - Need instructors. ESAR can probably provide help. Alex Kowerski will help with online registration. Doug Burchard is helping me compile cheap instructors – meeting with him in Feb.
 - Dennis commented that Joe needs help. He said that we are not getting help from training directors in each unit. Each unit needs to get one person who will respond to Joe by email. This is in bylaws authority. Make it a priority
 - There were some discrepancies of dates. April 23rd & 24th and May 7th & 8th. Easter conflicting, so tried changing to 16th & 17th but conflicted with Mother's Day. Finally decided on April 30th & May 1st, then May 14th & 15th. Mary said these dates conflicted with Tracker

training but she will look into it. If there are conflicts for anyone, please get back to Joe immediately.

- **Operations and Unit Leader meeting (Dennis Brislawn):**

An ICS-based Mission Start packet was presented by IST and was discussed. Still being tweaked. There was some push back to the use of such a packet because some units have ways that they gather info and it works for them. However, we need a common version so everyone is on the same page. John commented that these forms are coming out of an industry standard and are not created by IST, just being minimally modified.

 - **ELT:** Nobody present to report. Darren said they haven't been called out for long. A question was raised, which led to discussion about who owns the equipment checked out. Dennis answered that we are not carrying equipment on the books, but don't know answer. He suggested that the equipment be assigned to units so that KCSARA is not a custodian. Jim Mueller has a list.
Action: Darren to ask Jim the question.
 - **RAD Team (John Traylor):**

Put together training class for IC's in support of RAD this summer, for debut this month. No proposed date yet. It will be open to anyone who wants to join. When asked if this will be a one-off event, the response was that it was planned to happen more often. The question came up about whether it will be at the Academy, to which the answer was, "no".
Action: Dennis asked that this be coordinated with Joe for training calendar and be considered for possible inclusion in Academy.
- **Communications (Chris Terpstra):**
 - Meeting tentatively set for Monday 2/21 at 7 p.m. PST via conference bridgeline.
 - AlertFind Demo on 2/16 at 3 p.m. PST via conference bridgeline
 - Established POC with Verizon for units to receive significant discount/deals.
 - Upcoming COM-L course dates
 - March 8-10 in the Tri-Cities area of SE Washington State
 - March 21-23 in the Seattle area
 - We have a 10+ projects inflight including
 - Comms 2011 Budget Request
 - 511 Antenna Issue
 - Working on update to the KC SAR SOP with mission frequencies/usage
 - Unit MOU in progress
 - Next Generation Pager System -Looking at the AlertFind Escalation Service
 - Denny Mt Repeater Project -Subcommittee has put together a proposal for fixing/replacing the equipment at the site which is no longer operational.
 - KCSARA Communications Survey -Working with the units to gather list of communication resources
 - Radio Protocol Class Request
 - Ongoing Pager Stuff
 - Narrowbanding
 - Joe asked if Chris will teach Radio Protocol class and the answer was "yes".
- **Database (Matt Cosand):** No report.
- **Publicity/PIO (Dennis Brislawn):** Scott is meeting with Seattle Backpacker magazine today. It started with my response about their comment that SAR does not meet until first light. Editor asked if we will contribute regularly, so Scott is talking about that.
- **Ways & Means (Dennis Brislawn):** The Executive Board has decided to table this for one or two months as we have other priorities. We would like discussion with anyone interested in how KCSAR will address a collective effort to build endowment program.
- **Equipment (Michal Bryc):**

- Initially Kevin (Shorty) from ESAR had expressed an interest in taking the tools from the trailer, and maintaining them and bringing to missions.
- Expressed that he does not have time to dedicate to this chairmanship, so is looking for volunteers. He will assist for a few months, if necessary. Dennis commented that KCSARA has only a few boxes, so after all this is sorted out it will be undemanding position.
- Ruea gave status on foaming – the vendor selected to install the foam insulation is having technical difficulties and has not been able to perform the work as planned. If it doesn't happen by Wednesday, will hire someone else.

Member Unit Reports for the Good of the Order

- **SPART (Frank Rossi):**
 - I wasn't here and Randy did a great job on Thursday.
 - Avalanche classes looking for instructors.
 - Dennis to send winter rescue plan to Chris to put in confidential section of website.
 - There was a question about phone numbers and that frequencies listed may be confidentiality issue. Dennis didn't think there were any issues.

Action: Kathy to check confidentiality issue.
- **ESAR (Martin):**
 - Completed last Course 2 with 7 people - all passed. Will have 119 graduates after Course 3 (if all make it).
 - Martin is planning on working on a redesign for the new van redesign and will then work on bids, and the paying of it. Trivan has a good relationship with the County and may be best to deal with. This is a replacement for the 1994 van.
 - Working on a business plan for organization, so that it is set up for the long term, and if KCSARA gets the fundraising arm going, can take advantage.
 - Heading into elections.
 - The laptops purchased were being used at the Pass and were able to upload to the database in real time, and got data as required.
 - Feeder of printer not working.
- **4 x 4 (Garth):**
 - Working on revamping 1968 van and hoping to have ready for Course 3 activity.
 - Unit activity with missions already mentioned.
- **IST (John):**
 - Went through IAP at meeting.
 - We have many new people joining
- **KCSD (Josh):** Back after long. Attended debrief in Des Moines to see how it's done there.
- **PNWT (Mary):**
 - Finished first training of the year a couple of weekends ago
 - New member training is coming up during the last two weekends of this month.
 - In house training on March 25 – 27.
 - Joe Hardin's training starting beginning of next month.
 - Sponsoring another Joel (Joel Hardin Professional Tracking services) training end July. Dennis asked if Joel's training is open and the answer was "yes, open for everyone who pays, with pre registration. Spots are also open for in house training."
- **NWHSAR (Ruea):**
 - Evaluations coming up this month.
 - Dennis asked if they will have cross training with any other units and the answer was positive.
- **SMR (Bill):** Nobody present to report.

- Dennis mentioned the tragic losses at Red Mountain tragic and the officer in Munroe. He commented that any one of these missions could kill one of our friends.

Old Business

None

New Business

Outdoor Momentum

- Tracie, Roman and Wes represented them and Dennis introduced the subject that several SAR folks are teaching public interest classes under Outdoor Momentum. They desperately need public support and distributed hand outs.
- Wes stated that they are a new non-profit organization started last year and wanting to work with KCSARA. They are partnering with REI to give education clinics which have become huge – over 1000 people. Their classes cover various things. SAR is a reactive service making no concerted effort to proactively educate public. Subjects don't have a lot of knowledge on being better prepared. There is a need for the info beyond SAR and beyond KC. Bringing this service as an opportunity to partner with KCSARA on public education. We have resources, knowledge experience to put together courses. Want to touch base with each unit to assess their needs.
- Michal stated that this implies this is not a free service. Wes responded that it depends. We have partnerships with cities, parks & recs, etc. Time is a premium so we have to figure out on a situation basis. Some classes have charges, some free. In general, we would like to work with units on contract.
- Michal asked if they would charge attendees or unit and again Wes responded that it depends, if we need to create presentation, facilitate clinics, etc. we would charge unit and attendees.
- Josh commented that it is a good idea, but that SAR is involved in public education via scout troops, summer camps, basic lessons, senior citizens classes, etc. (about 25 a year). He said that maybe we can bridge with what you're doing. There is opportunity to work together.
- Tracie stated that they need a conversation with each unit to assess their needs
- John commented that SAR is a reactive process, not an educational one. We have limited people resources. We do a lot of proactive work to make our work easier. Dennis disagreed, saying that our bylaws tell us we have a mission to educate.
- Wes said they were not for profit. Working as a non-profit has a lot of advantage. They have a passion for the proactive side.
- Michal asked why they cannot do this as part of the PIO mission. To this, Wes responded that it is larger than SAR and KC. They can partner with PIO, but are bigger than that.
- Garth commented that it is a topic to consider. Our bylaws say we do many things which we don't. What is our mission? Do we need to re evaluate? People have passionate opinions which will help in fundraising efforts. Which is why the PIO position was put in place, but Scott can't do it all alone. Maybe this is a resource, maybe not compatible.
- Dennis responded that he may be on track about resource issues. Just introducing OM as a resource, Exec Board will talk with Scott about filling our Ways & Means Chair. Will function under Secretary's office in our organization. Pet Week (in May) etc. may be good fundraising opportunities.
- Jon mentioned that he saw this going in the opposite direction. It can be a good recruiting opportunity. Wes agreed that 10 to 15% of ESAR candidates come through this.
- Josh mentioned ideas like KCSD fantasy weekend. Keep talking with us, we may be able to partner.

- Dennis spoke to Megan Black's producer to do a feature story on (WASSA and) KCSARA. They were intrigued but want to do an animal story. We have an opportunity to have a public face and raise funds. Unless we have an endowment budget, we cannot outsource.

Announcement/Miscellaneous

- Joe has a binder from Sno County which he needs to duplicate - any ideas? Kinkos was suggested, but it is not cheap.
- Dennis said he cannot locate the original IRS Determination letter for KCSARA. Martin told him he got a copy for ESAR and will tell Dennis how to do this. A status letter comes within a week, and you can get copy of Determination letter within a month. Chris sent Garth the site to get it.
- Garth asked if he should send out minutes of SAR-VAC meetings and the answer was "yes"
- Every single training event must have IAP available locally, not necessary to forward to State. Garth reported that Chris Long said that the State has cut budget by \$14,000. Out of county/state training is fine, if Kathy is okay with it, and if we're invited.
- Doing a lot of work with benchmarks for other organizations. Another schedule is out. Training calendars for original units should be sent to their training coordinator at webmaster@WASSAR.web.org. They need list of SMEs, send them names.
- Submit radio comm. plans so they can make available to out of county resources at SARVAC website.
- Scholarships are expected from WASART
- SAR Conference –
 - Soup ladies will do lunches.
 - Need info and help from KCSD and NWHSAR.
 - Shortage of instructors and curriculum.
 - Novelty items for sale.
 - Trademark logos, do not use without permission.
 - We have volunteered ourselves for 2015 conference,
 - Tracie mentioned that State SAR Conference is the only venue for training for many counties. Maybe we should think about cutting down our academy and supporting State SAR Conference instead. Dennis suggested that we table that for next agenda.
Action: Tracie to let Ameeta know if she wants to do that.
- John stated that if people from out of county coming to academy, instructors did not sign up for this. How will we compensate?
Action: Joe will address it

Meeting adjourned at 9 p.m. after Joe made a motion, which was seconded by Tracie.

Next meeting will be held on March 14, 2011 at 1900 hrs., at Master Builders Association in Bellevue.