



# KCSARA Governing Body Meeting

## Bellevue, Washington

### Minutes for April 11, 2011

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#### Attendees:

|                 |                |                 |                 |
|-----------------|----------------|-----------------|-----------------|
| Pete Linde      | Jon Wartes     | Dennis Brislawn | Ameeta Chainani |
| Mark Allen      | Mike Arnold    | Abas Cofnraad   | Martin Chisholm |
| Ruea Davis      | Bill Davis     | Darren Emmons   | Kevin London    |
| Gavin Pendleton | Frank Rossi    | Mick Scott      | Todd Stone      |
| John Traylor    | Chris Terpstra | 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.

Dennis introduced a guest from an off-trail hiking group interested in SAR and possibly being a resource for us. Has a roster of 65-70 experienced hikers.

#### Review/Approval of March Minutes

Some members mentioned that they did not receive minutes by email so they were read by Dennis before a motion was made by Ruea to pass them and carried after being seconded by Joe.

#### Mission Activity & KCSO/WSSARCA Report (Pete Linde)

- Kathy Decker is in Minnesota.
- Mission activity picking up.
- Rich Barton had all night Alzheimer's patient search – subject was found (not by us) alive on a bus. Metro has cameras which is good to know.
- Request for cadaver searches: one but did not find anything, the other yet to come to fruition.
- Trailer - Shorty had mentioned he would be willing to take it on, but members were asked to express their thoughts on it. Mike does not agree to it. Dennis suggested we reserve further discussion to later in the agenda, when talking about equipment.

#### Treasurer's Report (Dennis Brislawn)

- Distributed account summary and budget and highlighted changes from last month. Motion was made by Joe to accept proposed budget for adoption, as is. Seconded by Gavin and passed. Concern was expressed about balanced budget. Martin suggested that \$6K for store is on hold, but included in budget and to be approved prior to spending.
- Nobody has stepped up to do fundraising. Dennis requested all to search their ranks and find someone he could work with (take to grant writers and other contacts). KCSARA will be broke in a couple of years. Units can keep their books private but we will not be able to fundraise for you if they are not transparent. We need money to lavish on people's training and equipment that is

beyond the capability of any single unit to acquire. Lengthy discussion about education based grant, as requested by Trackers. Gavin Pendleton said they need money for professional level certification training for members. Dennis asked if any other units have professional level certs and was informed that ESAR and Dogs do, too. Joe talked about Horseback unit sponsoring half of their member training. Dennis said that if units have budgets for discretionary spending, they should look within their own unit for a need, then go up to KCSARA. Would like to form committee to look into unit needs for grant – including KCSO. Joe suggests putting it under training in budget and then having an application process for anyone who wants to go. Mike stated that ESAR has enough money to pay for their own trainings. Mike suggests reaching out to SAR volunteers with grant writing experience to write grants. Dennis asked if EB is authorized to retain a grant writer or get a volunteer writer to which Todd responded by saying that we need to have a pipeline of grants before we go looking for grant writer. Mike mentioned a \$75K project that he has been waiting to do for ESAR.

- Dennis expressed that he does not have a good feeling about the “store”, the main purpose of which is to make money, which it is not doing. Unable to get any justification from Sandy for the request for \$8K. There was discussion among members about having a catalog and ordering from it only what’s asked for. Darren suggested a 15 – 20% mark up on items. John informed that most of the stuff is SAR generic and not made specifically for us. Sandy resupplies whatever people are asking for and buying. The general feeling was that there would be no heartache about getting rid of the “store” as each unit has its own merchandise.ro deals. Mike moved (and Martin seconded) that we create committee to analyze the “store,” its inventory, and its viability and make recommendations about its future to this committee. Motion carried. Mike volunteered to count it himself. Dennis suggested that he get a couple of folks together and do so. John stated that stuff is moving over to the container and needs to be repackaged after academy. Concerned about humidity in container. Jon suggested asking the volunteer membership wider than this group what they want.

**Actions:**

- ✓ Mike to gather a few volunteers to work with him on the “store” assessment.
- ✓ Mike and John to coordinate offline on container humidity issue.
- ✓ All unit reps to talk with their membership and return to this group with a consensus on store
- Dennis presented patch design sent by Tracie who needed to know if this is to be ordered for the upcoming academy. No discussion at this time.
- Gavin asked if they hosted weekend tracker training, would anyone be interested in participating. Dennis asked if it could be opened up to other counties and made a fundraiser.  
**Action:** Units to revert with answers.

### Executive (“Ad Hoc”) Committee Reports

- **Benchmarks:** No report
- **ICS (Jon):** No report
- **Mapping:** No committee. Trackers requested to tackle this.  
**Action:** Gavin to talk to Brian and get details of what he’s been doing.

### Standing Committee Reports

- **Training (Joe):**
  - ✓ Academy on schedule. No interaction with unit training directors. Working directly with course managers. Need more instructors.
  - ✓ Robert Gordon for van driver training coming up in June, still have open slots.
  - ✓ Not yet set Fall academy dates.
  - ✓ SAR conference coming up and there will be lots to do there.

- **Operations and Unit Leader meeting:**  
Joe Wardlaw discussed documents setting forth ICS roles. Jon Wartes presented current overhead committee thoughts and KCSO position. Dennis discussed the relation between ICS process, documentation and reduction of volunteer liability.
  - **ELT:** Nobody to report
  - **RAD Team (John):** Round 1 training held. Lesson learned; could do better. Mick working on Rapid Alpine deployment.
- **Communications:**
  - ✓ Darren Emmons – Repeaters survived winter and are operational.
  - ✓ New fire station – SPART and KCSARA are working to install cable runs as Fire Station didn't have money budgeted – an oversight. Executive Board made decision to buy them for a few 100\$. Frank – Randy Riggs has been talking to FD, so Darren should communicate with him.
  - ✓ County has narrow banding project starting – Dennis tasked Darren or his agent to be on it.
  - ✓ Darren mentioned that at the last mission there was an issue of people not having the right frequencies. Bill Davis stated that nobody said county F3 is tone restricted. ICS 205 should be published to all units for all to speak the same language.  
**Action:** Chris/Darren to send out.
- **Database (Matt):** No report
- **Publicity/PIO (Dennis)**
  - ✓ Articles are out to Seattle Backpacker magazine.
  - ✓ Attended basic PIO course which was an eye opener.
  - ✓ Hope to reach out to Sgt. Urqhart but still to bring up with Kathy, Pete, Rich
- **Ways & Means (Dennis):** Nothing to report
- **Equipment (John):** Can't do work on container, need help to cut out foam.

### Member Unit Reports for the Good of the Order

- **ESAR (Mike):**
  - ✓ Graduation last month (119 new grads, 17 leaders, 3 field leaders), not record size class (125 was record).
  - ✓ Youth SAR group getting off the ground.
  - ✓ Working on new ESAR van specs. Will go to bid next month.
  - ✓ Working on business plan to focus spending as they have all this money.
  - ✓ Budget next month.
- **4 x 4:** No report.
- **IST (John ):**
  - ✓ Handful of new members.
  - ✓ Continue to work on establishing base training. Forms have been sent out.  
**Action:** Ameeta to talk to John about getting to post on website.
- **KCSD (Kevin London):** Meet and greet scheduled to open up for new people
- **PNWT (Gavin):**
  - ✓ President moved to Idaho; a representative will be attending meetings.
  - ✓ 7 certified, 11 not certified. One prospect to be voted in next meeting.
  - ✓ Two missions including one Alzheimer's.
  - ✓ Huge turnout at training. One person went to Pennsylvania.
- **NWHSAR (Ruea):**
  - ✓ Finished course. 8 new members continuing on.
  - ✓ Going to swing shift job. Ameeta to hold MBA key.
- **SMR (Todd):**

- ✓ Rigging training for 55 people, search mgmt training 30 people registered. Working towards National MRA accreditation
- ✓ Good turnout for Snoqualmie Avalanche mission.
- **SPART (Frank):**  
Avalanche Refresher last Saturday, 6 KCSARA students, 4 KCSARA instructors. Sends every year to National Avalanche school. 26 of 27 of our instructors have taken this national training. Snow Science workshop.
- We need synopsis of each unit for PIO. What does each unit do to say what makes them special.  
**Action:** Each unit to specifically task someone to send Scott.

### Old Business

- **Action Items** to be included as separate item on agenda for future meetings. List derived from last two meetings was reviewed as follows:  
John – has given receipt to Tom  
Inventory – Mike to hook up with Tom  
Red Cross fee – John working on it.

### New Business

SARVAC (Dennis) – Sharon Ward, an attorney and SAR Tech from Cowlitz County and also Oregon talked about volunteer liability. Issue presented is volunteer liability for gross negligence, acting outside of training, manager liability. There is a recent federal law protecting volunteer workers; we have state laws protecting us, again, if acting within training and in absence of gross negligence. Search managers need to follow policies and protocols and documenting our decisions is critical. Need note taker scribe on our missions to take down all this. It's all about risk management, not just law suits.  
**Action:** Dennis to send out a memo on this subject to all.

### Announcement/Miscellaneous

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

***Next meeting will be held on May 9, 2011 at 1900 hrs., at Master Builders Association in Bellevue.***