



KCSARA Governing Body Meeting

Bellevue, Washington
Minutes for June 9, 2014

Attendees:

Garth Brown	Glenn Wallace	Ameeta Chainani	Juan Carlos Benedetto
Jenn Brenes	Martin Chisholm	Bob Coleman	Josh Gana
Keith Goss	Matt Kurjanowicz	John MacDuff	Katie McGee
Randy Riggs	Jon Wartes	Courtney White	Kurt Zimmers

Note: Names in bold print are KCSARA Unit Reps

Call to Order/Introduction of Guests/Approval of Minutes

Meeting called to order at 7 p.m. by Garth; minutes of April meeting were approved via a motion from Kurt, seconded by Juan Carlos.

Treasurer's Report (Jenn)

- Distributed copies of financial documents
- Actual vs. Budget report to be created
- Signed up for TechSoup (administrative organization for software and hardware)
- Trying to set up Grant Station (database of grant info) for \$99 by end June so Ways & Means Committee can access, current focus on 2015 SARCON fundraising
- Working on using QuickBooks to track fundraising
- Would like to pursue grant for IT infrastructure
- Close to Radio sale goal of \$10K
- Reviewing what to move out of General & Administrative Expenses to Program Income

Executive Committee Reports

Navigation (Matt Kurjanowicz): No further work product, disbanding committee till future need.

Publicity/PIO (Glenn):

- Social media - Facebook 733 Likes (up from 592 on Feb 10), Twitter 852 Followers (up from 601 on Feb 10)
- Interviews/Articles - Washington's Most Wanted (Garth, Bob etc)
- New KCSO PIO Sgt DB Gates - meet and greet meeting with Dep Christian is being rescheduled

Merchandise: Need chairperson. Anyone interested please contact Garth.

Technology: JD not able to continue, need chairperson. Anyone interested contact Garth.

2015 State SAR (Keith):

- Draft contract from Girl Scouts, still outstanding questions, due back on 6/15 with deposit check
- Conducted site visit, Heather Cutting did great job showing people around
- Revamping website

- Need Grants by October
- Ed and I went to debrief meeting with Pierce Co, they raised \$65K, spent \$35K, giving some \$ to us for police units, etc., another meeting scheduled soon
- Richard Smith looked at Helo facilities at Remlinger – look good
- Need letter from Chris Long to approve event insurance
- Need approval to negotiate contract

Martin moved to grant explicit permission to KCSARA Exec Board to negotiate and approve all contracts dealing with 2015 SARCON, seconded by Juan Carlos and carried. Great job, Keith!

Unit Funding (Glenn):

- Grant Review Committee (4 members) has been formed, meeting next week
- 6 applications received - SPART does not need and NWHSAR application en route
- Exec Board to provide final approval before 7/1

Standing Committee Reports

Core Competencies (Bob):

- As things come up, they can be brought to this Committee to take to KCSARA leadership
- SPART refresher did great job
- Need to look at definition of Field CC
- CC is working document, intended to be modified as needed
- How can we help instructors for SAR Academy?

Glenn added that Ed offered the work we've done so far to other counties so we can train trainers in exchange for our members attending other county academies, Matt has stuff on file share already, gives us leverage to make decisions.

Training (Matt):

Core Competency Training Progress

- I'm relying on training directors to evangelize CC training to their members. I'm seeing slow uptake on the written and performance evaluations.
- Only 64% of the SAR population have current First Aid & CPR certs. It used to be 95%+. What happened? KCSARA is offering a CPR, Health-Care Provider CPR, and First Aid course every month.

2014 Field Days

- Search Techniques, Search Safety, SAR Survival PEs will be offered - this is the gap that is not offered at the academy.
- First field day was offered on Sunday, June 8th at the Tolt-MacDonald park in Carnation. *Thank you!* to all the folks that came out and helped, and particularly to Doug Burchard for doing the tremendous legwork that makes something like this happen.
 - o ~35 members completed some or all of the offered courses.
 - o Any guesses on how many members we are expecting at the 6/28 offering?
 Remember - Saturday, June 28th, is the last time KCSARA will offer Search Techniques, SAR Survival, and Searcher Safety PE checkoffs for 2014.

Unit Training

- KCSD is doing a mock urban search on Friday, June 13th. Details were sent to the KCSARA training list. Contact Jennifer Brenes if you are interested in participating.
- ESAR Rodeo is expected to be on Sunday, June 29th. They are looking for folks to help evaluate, specifically in Searcher Safety, Rescue Techniques, Search Techniques, and SAR

Survival. (*Note: You do not need to be "certified" by an agency to evaluate at events like this. The set of evaluators is up to the TUC running that particular event*).

- 4x4 Field Training Exercise is planned for July 26 and 27 in Skykomish.
- Have training coming up? Want to publicize it? Let training@kcsara.org know.

First Aid / CPR

- FA staff is offering monthly classes that are going well.
- Still looking for the units to come to a consensus on what they want the "ideal basic member" to be - will help shape what the first aid basic training is. Units are still on track to give feedback in July.
- First Saturdays training going well. The June 7th training was well attended. Attendees report having fun and learning good skills.
- Some units are getting additional training from FA staff. This training is available at units request.

KCSARA Curriculum Catalog

- We have about 70% of the curriculum materials cataloged on a Google Drive folder. I've been rolling this out to the units. So far it has a warm reception. We're looking to have 100% by mid-July. Contact Matt Kurjanowicz if you'd like access sooner than that.
- Other counties are expressing interest in our materials. We are working with Dep. Christian to share our materials and ways that we can better serve our members in this area.

Course Staffing Update

- John Kemple is stepping down from his role at SAR Survival course manager after many years. The course is very strong and we are looking to capitalize and expand on it. Doug Burchard is taking over as course manager; Tim Gibbons will be his deputy.
- Richard Smith is taking on the role of the Radio course manager. Paul will focus on Searcher Safety.
- Beth Johnson and Tim Gibbons are taking on Land Navigation in addition to myself. Beth and Tim work well together and bring individual skills to managing the nav course.
- Michael Smith is taking on the GPS Operation course. Mike has taught GPS courses at REI for years. I look forward to seeing what he does with the course.
- With Doug becoming the SAR survival course manager, I am looking for a Search Techniques course manager. Let me know if you are interested or if you know someone who might be interested.

2014 Fall Academy

- October 4,5 and 18,19, 2014 @ GRCC
- Scheduling underway.
- Looking for ideas of "enrichment courses" that are not simply the basics to offer at the academy. Can schedule courses between 60 minutes and 4 hours long. Some ideas we already have: Winter Driving, Avalanche Awareness, Metal Detector Use, Intermediate GPS Use, Unit "show-off", Hypothermia Awareness, Shelter Building, Fire Building (and the list goes on). Such courses would count towards continuing education hours, but are not the only way to get continuing education hours.

2014 State SAR Conference - I received three requests for reimbursement for the state SAR conference, which falls well below the \$500 budget.

2014 Spring Academy - Good turnout at both academy weekends. May weekend was about 20% lighter attendance than the April weekend. A massive *Thank you!* to all the folks that helped - we had generous help from every unit.

2015 Training - We will announce 2015 academy dates at the October 4, 2014 meeting. All Units please send your blackout dates for 2015 to Ameeta.

ELT (Glenn): One activation in Auburn. KCSO still milling over whether we need to maintain this as a KCSARA unit.

RAD (Katie):

- Going great, responded to both Sunday missions
- IC is now FL (SAR Deputy), working on RAD protocol re name definitions
- Now have 4x4 and ESAR, IST revamping up their involvement
- Looking for higher position level people
- New protocol to communicate with KCSO – RAD calls Comms Center Supervisor when going out.

Thanks, Katie for stepping up!

Communication (Garth):

- Radio sales tapering off, may be additional offering if leftovers, awaiting disposition of donated items
- Late finishing Rattlesnake upgrade, complicated due to person leading project leaving town
- Brian Kassa no longer POC

Equipment (Garth): KCSARA and ESAR containers permanently placed, need to be leveled, had power issues and water intrusion – now fixed, lock set still rusting up, ESF&R did not get forklift for move so City of Issaquah stepped up.

Member Unit Reports

4x4 (Glenn): Summer Field training exercise in Skykomish 7/26 & 27; received large vehicle – Microsoft Multimedia show vehicle being evaluated as command vehicle for 4x4

PNWT (John): Sponsoring JHPTS training last weekend in July, unit members maintain certification through that organization

ESAR (Kurt): Kurt Zimmers new President. Looking at ordering new command van, expensive process, Mark Chapman looking at needs, secured large grants from various places.

IST (Josh): New member surge, getting them on-boarded, working on training and unit leadership structure

NWHSAR (Juan Carlos): 11 new members

SMR (Bob): Mt. Rainier Patrol 7/8 & 9, working on Alpine credentials through Park Service, testing new gear

SPART (Randy): Refresher successful, younger people coming in and responding to missions, deployed and used new sled, continuing training on it, Seafair coming up now

KCSD (Jenn): SnoCo doing f/up to Oso 6/21 & 22 open to all 27 dog teams that participated, to be kept internal to participants

Old Business: None

New Business

- Is there an Ops Committee? Yes, Ops Board was at request of KCSO, if agenda item the request needs to be sent through KCSARA President. Closed meeting of inter unit leadership/ops purpose to talk about unit issues, if agenda items please send Mike Arnold for him to convene, Garth will facilitate as needed.
- Need meeting in August? Yes!
- Rebecca Potter's (NWHSAR) husband passed away, KCSARA sent flowers.

Meeting adjourned at 9:00 pm.

Next meeting will be held on August 11, 2014 at Master Builders Association in Bellevue.