



KCSARA Governing Body Meeting

Bellevue, Washington
Minutes for June 13, 2011

Attendees:

Kathy Decker
Tom Cloonan
Dennis Gaddy
Frank Rossi
Jon Wieringa

Jon Wartes
Ameeta Chainani
Nancy Gaddy
Todd Stone

Dennis Brislawn
Mike Arnold
Gavin Pendleton
Chris Terpstra

Garth Brown
Martin Chisholm
Randy Riggs
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. Dennis and Nancy Gaddy were introduced by Joe, as additional Unit Reps for NWHSAR.

Review/Approval of May Minutes

Joe moved to approve the minutes, it was seconded by Chris, and passed.

Mission Activity & KCSO/WSSARCA Report (Kathy)

- 10 missions for May.
- Air support is putting in 4 – 5 seats to accommodate SAR. Air Support is at 750 Perimeter Road.
- Large scale evidence search last Saturday was a success, detective very impressed. One coming up this Saturday in Renton (1995 cold case homicide) – yard not searched at that time.
- Spent a week at pre and State SAR Conference, 750 members showed up, several countries represented, classrooms better than tents, updated facilities, good food,

Treasurer's Report (Tom Cloonan)

- Took in \$3200 for merchandise at academy, details as attached.
- By next month we will complete all accounts and have audited statements.
- Dennis talked about project lifesaver accounts.
- 30 days from now financials will be done
- Dennis stated that copy of articles of incorporation cannot be found, bylaws found are hard to read. Executive Board (EB) is rewriting bylaws, to be reviewed by all. EB will have proposed articles and by laws in 30 days. After 30 more days, we will work with governing body to review and approve.
- Doing another store inventory after academy. Will create spreadsheet to track what is sold. Ameeta and Tom addressing this with Sandy. When done, will decide what the purpose of that merchandise is and whether we want to continue with it.

Action: Tom to send something out to units about treasurer training for all unit treasurers (by CPA), so that all know expectations.

Executive (“Ad Hoc”) Committee Reports

- **Benchmarks (Kathy):** No changes from that put out 2 weeks ago. Sheriff’s association has approved and we now move on to administrators and other higher ups. Another period for comments and feedback. Dennis talked about liability concerns. Garth represents us at SARVAC. Get concerns to Tracie or Garth.
- **ICS (John’s email):** Proposal given to Ops Committee will come to meeting next week.
- **Mapping (Gavin):** Jeremy Grady (PNWT) taking up the work with Kassa. They will search for a chair for Mapping.

Standing Committee Reports

Dennis stated that we need to look at committees, how we expect them to run and the end result of what they’re for.

- **Training (Joe):**
 - Submitted bills from Alex Kewierski for \$1071 including last fall academy.
 - EB has talked about showing our appreciation to the school.
Action: Dennis to send letter and plaque on behalf of KCSARA.
 - Dates for fall were discussed and proposed: Sept. 24th & 25th and Oct 15th & 16th.
 - Need others to teach at academy, ran on minimum except for 1st aid and CPR. Dennis suggested asking units to provide specific courses.
Action: Unit training directors to give Joe their training calendar, within 2 weeks from today and work with him on instructors.
 - Need to set up so we handle our own registration and save money.
Action: Joe to coordinate with Garth.
 - Need to be ready for fall academy. Rosters were horrible - consolidated list of registrations, not by class.
 - Need an email list to send everyone in SAR. Chris noted that KCSARA database can generate this but Mike does not want email going to his entire unit. Martin stated that he would not mind forwarding the email if it is clearly spelled out.
 - Frank mentioned that we will be hosting the State SAR Conference in 2015 and need to look into instructors for that.
- **Operations and Unit Leader meeting:** No meeting last month. Next on June 21st.
 - **ELT:** Nobody available to report.
 - **RAD (Chris)**
 - ✓ After an initial weekend which included a mission for injured knee, had difficulty filling all roles, particularly the leadership roles. Asked members to visit the site to sign up. Operations officers for each unit should be contacted to drum up volunteers to provide RAD support. Gas reimbursement is offered. Joe asked for something from RAD about positions and expectations.
Action: Coordinators to resend initial RAD email (which includes roles and responsibilities) for the season to KCSARABoard and KCSARALeaders.
 - ✓ Two upcoming training events for ICS and IC mentees (Friday, 17th & Friday 24th, 1900 – 2000).
Action: Chris to send out location by pager.
- **Communications (Chris):**
 - New “SarGuys” part-90 (commercial, not ham) repeater online for use as of June 1, each unit has specific tone. No reported issues.
 - Introducing ICS-205 tonight.
 - Awaiting feedback from several units regarding proposal to modify link between MyStateUSA and unit pager numbers.
Action: Units to respond before June 30th.

- Comms has sent email to each unit, to sign Frequency MOU between unit and KCSARA. If unit is agreeable, we will work with that unit. 4x4, ESAR, PNWT, IST, NWHSAR have responded.
Action: Other units to respond before June 30th.
- **Database:**
Joe stated that Unit training directors need to be able to pull info from academy roster into member training. He suggested that we ask Matt to generate a list of all KCSARA members who attended the academy and find one person to enter all that data. Need problem statement to tackle as a body. Garth asked if there interest from units in having a “show and tell” session on how the database works and what can be done. Everyone agreed.
- **Publicity/PIO (Dennis):**
We should be looking at publicity towards fundraising (in addition to story telling). Seattle backpacker is getting one article out per month. Kathy has sent links to news channels. If anyone in units is interested, let Scott know. Joe informed that Snohomish County picked 3 or 4 members and conducted a class with county Sheriff’s Office. Kathy responded that she has talked with Sgt. Urquhart and he is happy to sit down with us. Dennis has talked to Megan Black of Evening Magazine, they want to do something on KCSD. Let us know of events, public outreach, email scott_pio@kcsara.org
- **Ways & Means (Dennis):** Not ready to take this up yet. Volunteer ready to be coordinator of team. Anyone interested, contact Dennis.
- **Equipment:** Nobody here to report. Humidity is a potential problem in trailer.

Member Unit Reports for the Good of the Order

- **4 x 4 (Garth):** Mercer Island parade coming up; handful of new members; rescheduling summer field training exercise; Pete Linde coordinating 4th of July at Sammamish.
- **ESAR (Mike):** Approved budget for year, got new training director (Brett Harris) to fill in for remaining term of Logan.
- **NWHSAR (Joe):** Finished Course 3, graduating 11 in base support and 9 in field.
- **KCSD (Jon):** Opening up membership in January. Training in couple of months.
- **PNWT (Gavin):**
 - 7 certified members
 - Getting corporate donations. Investigating ways of generating money.
Action: Gavin to work with Dennis to use services of lady willing to write grants for units.
 - Professional tracking class in July.
Action: Gavin to send info to board.
- **IST (John’s email):**
 - Continue to train on mission operations and documentation. Just started on translating (sanitized) documents from recent mission to a more organized set.
 - Several new members and have been working hard to get them up to speed. Three of our new members assisted on the evidence search last weekend.
 - Dennis mentioned that IST supported marine unit in mission which was very well appreciated.
- **SMR (Todd):** Training next Monday. 2nd member in Sea to Ski race.
- **SPART (Randy):** Annual refresher on June 25th, then Seafair.

Old Business

Action Item Review/updates:

- Standing committee reports not being received from all by email on monthly basis. Quick report format will be coordinated by secretary/training director.
- ESAR working with NASA on financials. Other units have not yet contacted her re pro deals.

- Ruea got paid by Tom (delete).
- Chris sent out frequencies (delete).

New Business

- **ICS 205 Comm Plan (Chris):** As discussed above.
Action: Chris to send out project plan about what is in/not in scope.
- **CPR/FA (John, by email):** After last KCSARA meeting, received announcement from Red Cross of additional program changes, including price increase from \$6 to \$19/participant which is competitive with other organizations. Evaluating our options but are likely to propose that we provide our own card, taught to the Red Cross standards. That is, we would continue to teach with Red Cross instructors and materials, but would issue a KCSARA CPR/FA card. Program planning meeting being organized for the next two weeks. Contact John T if interested in attending.
- **IST's role (Jon Wartes):** IST suggested looking into their qualifications, as there was tension about possible overlap with Operations. Request made in writing. Mike made a motion to activate Qualifications Committee to review as requested in letter from IST, seconded by Randy and passed. Dennis appointed Jon as Committee Chair.
Actions: Jon to send IST's request to units.
Each unit to send no more than two representatives to Qualifications.
- **KCSARA Mission Statement (Garth):** Lack of consensus in survey results as to mission statement. What are we doing? What should we be doing? Need to reach out to unit reps to get this perspective.
- **KCSARA Annual Picnic:** Plan for early September (before academy).
Actions: Ameeta to find suitable date.
Tom to provide budget to Mike.
Mike to find volunteers to work.

Announcement/Miscellaneous

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

Next meeting will be held on July 11, 2011 at 1900 hrs., at Master Builders Association in Bellevue.