



New Mexico Search and Rescue Council
Board Meeting Minutes
Monday, August 29, 2016
Telephone Conference 1900-2100

Attendees: Mary Walker, Eric Roybal, Aimee Adamek, Sean McGann, Michaela Buenemann, Roberta Armstrong, Larry Zentner, David Price, Verena Weissenborn

Absent: Terry Morton

Other Attendees: None

Call to Order: Meeting was called to order by Mary Walker at 7:04 pm

Approval of Agenda and Minutes

- Approval of meeting agenda. Motion: Eric Roybal moved to approve; Michaela Buenemann seconded. Vote: Aye – 9, Nay – 0, Abstentions – 0
- Approval of NMSARC board meeting minutes from June 26, 2016. Motion: Larry Zentner moved to approve; Roberta Armstrong seconded. Vote: Aye – 9, Nay – 0, Abstentions – 0

Organization of Committees

- **ESCAPE Chair – R. Armstrong**
- **ESCAPE Committee – E. Roybal, A. Adamek, L. Zentner, D. Price**
- **Training Committee – M. Walker, S. McGann, D. Price, T. Morton**
- **Membership – A. Adamek**
- **Communications – T. Morton**
- **Mapping – M. Buenemann**
- **Create Website/Communications Committee – R. Armstrong, A. Adamek, D. Price**
 - Per Roberta, the Council has a number of public communications avenues going on right now including Facebook, website, forum, multiple E-mail addresses that currently feed to Roberta, Aimee, and Mary primarily. Maybe should consider specific job description for this area
 - Aimee voiced wishing NMSARC had more of a presence on Facebook
 - Discussion among board members to only posting content on Facebook that is directly related to Council business such as conferences, trainings, etc.; also settings were changed by Aimee during the meeting so that any posts to be posted to the site have to be reviewed by someone first
 - Aimee and Roberta will put together a list of functions pertaining to this area: Website/Public Relations; will also create a list of what we want to post and then have a team that will manage communication and IT items.
- **Eliminate: PIO, Fund Raising, Speakers Bureau?**

- PIO will be eliminated; functions to be part of the website/communications/Facebook portfolio
- Fund raising will be eliminated: largely conducted via ESCAPE process and do not need a position for this; can reconsider in the future
- Speakers bureau will be eliminated: per Larry, very few people volunteered to be on speakers list and no team requested the speakers to talk. Speakers bureau may be redundant to training committee's efforts. Requests for speakers tend to come to officers or our general email (info@nmsarc.org) so can be fielded appropriately.

Old Business

- **Format for conference calls – M. Walker**

- System used for this current meeting not adequate due to poor sound quality
- Go-To-Meeting and Cisco WebEx \$300 are possibilities, about \$300-\$450/year
- Per Larry, everything hinges on quality of microphones and distance of microphone from speaker's mouth. Closer, more directed mike would work better. Should consider improved equipment. Per Larry, need to consider that any recurrent payment will drain balance in time. Should consider whether this is fiscally responsible without sponsorship.
- Per Roberta, another big drawback of current system is lack of being able to have visual sharing. Different system could be resource to be used for more than just meetings such as visual training and other applications.
- Per Mary, could reconsider whichever option chosen after one year
- Roberta had put together a comparison of the different aspects of the conference calling systems recently; she and Michaela will update it and make a recommendation
- Will try to have e-mail vote on a product to have it for use it at the next call.

ESCAPE 2017 – R. Armstrong

- Just now getting started with planning:
 - Tracks being defined
 - Track leads need to be selected – Michaela would like to assist with map/compass/GPS/GIS etc.
 - Speakers
 - Vendors
 - Sponsorships
- ESCAPE committee will work on these topics

Future ESCAPE venues – R. Armstrong

- Potential list and questionnaire was sent out with feedback received only from Mary
- 15+ northern venues identified but many cannot accommodate ESCAPE related to size; questionnaire should clarify
- Will proceed and present info to the Board in a couple of months

Treasurer's Report – Larry Zentner

- Summary sent to all just prior to call contains most accurate numbers
 - Working balance \$26,900
 - All bills are paid, all distributions are complete
 - Signature card: have to come in in person, don't have to come in at the same time

- E-mail from National Christian Foundation to provide this Council a donation – proposal to contact them to clarify what type of donation they are interested in and that the organizations’ interests are aligned
- Will approve balanced budget via e-mail before next call, Larry to send out to board members. Need to include storage locker fee (maximum of \$450/year) and conference calling system (\$400), even if not used in the future.

Website – Aimee Adamek/Roberta Armstrong

- Aimee staying on top of Bob Rodger’s trainings to add to the calendar
- Form now added to bottom of events page to add an item

Membership – Aimee Adamek

- Team liaisons were assigned for the year. Teams notified and website updated accordingly as well.
 - Role of liaison serves to answer teams’ questions although the majority are addressed by Aimee
 - Liaisons sent e-mails to teams following up on ESCAPE registrations in the past

Training Updates – M. Walker

- Proposed training process – M. Walker
 - For discipline specific training, Bob Rodgers will reimburse the Council after the Council pays for the training first; this might limit the Council being able to sponsor training – limit may be \$5,000-\$6,000 per year if spaced out to no more than \$2,000 at a time
 - Council submits quote with intent to fund the training, then DPS will sign off. Once signed off, then training is held, NMSARC pays, and invoice is submitted to DPS for reimbursement.

- New things to propose to RO – M. Walker, S. McGann, D. Price
 - Developed training request form: NMSARC Training Request Form; info can be detailed or limited; moving forward with trying to develop a process for future councils to send the form to teams alongside membership renewal letter requesting team training wishes to be submitted with the renewal and by the same deadline

- NMSARC/DPS sponsored K9 Air Scent Training Seminar – M. Walker
 - K9 air scent training seminar proposal moving forward with total estimated cost \$2500. DPS willing to reimburse \$1,750. Proposed \$50 charge for each K9 handler participating, 15 handler-canine teams, and unlimited number of observers. NMSARC would have to pay initially for the \$1,750 and would then apply for reimbursement from Bob Rodgers. Need to generate quote for DPS at this time.
 - Motion to approve funding the proposed K9 Training with subsequent reimbursement by DPS: Michaela Buenemann moved to approve; Larry Zentner seconded. Vote: Aye – 9, Nay – 0, Abstentions – 1
 - Mary will write the quote for submission to DPS
 - Other potential training opportunities that could be proposed to DPS: SARTEC-II/SARTEC-I trainings each \$2100 if state has NSAR membership; \$250 per person for

wilderness first aid courses; technical rescue course via Strike Rescue ~\$8,000; navigation class; etc.

- Mary will compile a list of other possible trainings that are less expensive and of interest to Bob Rodgers and get input from Board
- Mary will send out survey monkey to teams to get their input on ideas and identified needs for future trainings

Communications – Terry Morton/Eric Roybal

- **MOU for State Fire**
 - Per Larry, State Fire and DPS don't need MOUs. Therefore, if SAR operates as an extension of DPS, then is covered under communications plan.
 - Item tabled until further investigated

- **Teams resistance to VTAC frequencies and their importance**
 - To be addressed at next ESCAPE
 - Encourage field coordinators to encourage the use of VTAC

New Business

- **SAR Responder Insurance – M. Walker**
 - Posting on website stating that there is SAR insurance for when out on a mission
 - SAR members are encouraged to contact Bob Rodgers for any questions or details about the policy

- **Medical Director Update – M. Walker**
 - Tabled until next meeting

- **GIS Data – M. Buenemann**
 - Possibly utilize student with compensation for collection of data? Board to consider whether it would be worth supporting
 - David Price volunteered to assist
 - To be included in next meeting

Next Meeting:

- Conference call to be held October 24 at 7 pm.

Meeting Adjourned

- Motion to adjourn by Michaela Buenemann, seconded by Roberta Armstrong
- The meeting adjourned at 8:58pm