



NMSARC BOARD MEETING AGENDA
Las Alturas Volunteer Fire Department
4145 Cholla Rd, Las Cruces, NM, 88011 1:00 – August 17, 2013

Present: Karon Avery, Larry Zentner, Joe San Filippo, Lloyd Voights, Spenser Moreland, Carrie Hale, Marlita Reddy-Hjemfelt, Eric Hjemfelt, Jacobi Michael, David Phillips, Terry Angle, Mike Selves

Absent: Max Gallegos, Jeff Averhoff, Chris Sawyer

- I. The meeting was called to order by Karon Avery at 1308
- II. Minutes from the last motion by Lloyd Voights, Carrie Second, unanimously accepted.
- III. Treasurer's Report:
 - a. Accounts:
 - i. ESCAPE: 10,459.50
 - ii. ING Direct: 5,348.53
 - iii. NMESC: 2,088.55
 - iv. Savings: 1,810.58
 - v. Overall Total: 19,707.16
 - b. Larry reports the ING direct fund has been sold.
 - c. Karon from old business has requested an audit of the NMSARC financials.
 - i. Some people have yet to pay for their attendance at ESCAPE
 - d. Joe San Fillippo has suggested a yearly audit and budget plan to be instigated during the summer months. Joe has volunteered to provide forms from a different organization.
 - e. Joe has moved we instigate an annual audit – Seconded by Carrie, unanimously passed.
 - f. Motion to approve treasurer's report by Lloyd, seconded by Spencer.
- IV. Committee Reports
 - a. Training:
 - i. Lloyd – Interagency training is coming up – Developed a couple of ground team training guides.
 - ii. Training Calendar for the fiscal year – Lloyd has a power point presentation of an outline – encouraged inter-team trainings and teams to open up their trainings to other teams in the state.
 - iii. Homeland Security trainings will be added to the Calendar

- iv. In the next 2-3 months more trainings and contact persons will be added to the website and calendar.
 - v. Communication unit leader training is in the works for next quarter, that, if successful will recur quarterly.
 - vi. 1st quarter – communications and cold weather rescue
 - vii. MapSAR has been pushed to January
 - viii. Cross training November – Field exercise across the state – Winter Storm rescue, in 8 weeks or so. More information to follow.
 - ix. Jan-Mar- Focused on ground + mapping
 - x. April – June – Summer search training
 - xi. SARGames: In the conceptual phase. Looking into funding and recruitment.
 - xii. Questions regarding training:
 - 1. Joe has a comment – SAR and Amateur radio Operator communications for SAR missions
 - 2. Eric has a question of dates for trainings for command staff and general strategy trainings from Bob Rodgers.
- b. ESCAPE by David Phillips
- i. April 25-27 at Buffalo Thunder
 - 1. Assistance required for getting information out to teams + Marketing ESCAPE 2014
 - 2. Discussion regarding the contract with Buffalo Thunder
 - 3. There is a limit on space for vendors – David would like teams to refer vendors who do not want to be excluded to him to discuss their presence at ESCAPE
 - 4. Invite packs to other teams outside of the state of New Mexico
 - 5. Limit on free passes
 - ii. Comments/Questions:
 - 1. Question about high vendor response –
 - a. Factors:
 - i. Longer Notice
 - ii. David's experience
 - iii. Date
 - iv. Location
 - iii. Needs approval for Not to exceed \$350 for mailing, marketing, postage –
 - 1. Motion made by Carrie Hale to supply David with funds not to exceed \$350 for mailing, marketing and postage; itemized receipts to follow.
 - a. Seconded by Lloyd
 - b. Unanimously approved.
 - iv. Needs ability to accept credit Cards for registration, vendor payment of space, point of sale at ESCAPE. Need processing for vendors and point of sale at ESCAPE. No final decision was made on point of sale, was discussed by the board.

- v. Larry will work with Wells Fargo to obtain data on expenses incurred using the bank to process credit cards and provide the council with credit card authorization forms.
- vi. Eric – We do not yet know about track leads, we should hear through the board forums regarding Jeff's findings.
- vii. Carrie – Brought up communication with the Chamber of Commerce and the Governor of the pueblo for ESCAPE Packets
- c. Speaker's Bureau – Larry –
 - i. Hug-A-Tree was mentioned by Larry as a relevant program that is useful for the SAR community to promote.
 - ii. The Boy Scout program wants a merit badge for search and rescue – in the future they want a 24hr overnight program for the SAR Merit Badge. Larry is working to help SAR volunteers connect with the Boy Scouts with programs that would provide the necessary requirements for the badge.
- d. PIO – Carrie (51:29)
 - i. Trying to work to find a way for people to work independently of the IC with IC approval for ongoing search and rescue operations to put information out to the media.
 - ii. Working on making SAR more visible in the public eye.
 - iii. Increase awareness regarding trainings, missions, fundraising and donations.
 - iv. Discussion of credit card integration for team membership and ESCAPE registration.
 - v. Article was put out regarding the Quemado Lake incident.
 - vi. Encouragement of member teams to give information regarding missions to the NMSARC PIO so articles can be drawn up and delivered to the media.
 - vii. Discussion of censored After Action Reports and mission follow up articles.

Brief Break

- e. Communications
 - i. Joe thanks Karon and Bob Cort who were able to get the invoice out on the first four repeaters, which were delivered.
 1. Some notes regarding the invoices for the repeaters to be changed, minor wording and specification.
 2. Joe has some concerns regarding NIFOG, has given himself an action item for the next meeting to determine the circumstances in which NMSARC is authorized to use these frequencies.
 3. Initiation for the next order of four repeaters is dependent on the RO.
 - ii. A communication committee has been formed- Bill Bodecker, Don Hinsmen, Glen Bogger, Tom Bemis, and Joe San Filippo.

1. Looking for experienced searchers – Committee’s priority is communication in the field between searchers and base. Second priority is interoperability.
 2. Looking for suggestions regarding the mission of the committee.
 - a. Recommended Frequencies – for SAR work (Eric)
 - b. Education of teams for communication protocols.
 - c. Audit area teams for communication abilities/deficiencies. (Terry)
 - d. Interoperability (Bob Rodgers not present)
- f. Membership & Liaison Allocations
- i. Members will be emailed with allocations.
 1. David
 - a. Santa Fe SAR
 - b. EEA Ultralights
 - c. Los Alamos ARC
 - d. Los Alamos Aux Fire Brigade
 2. Karon
 - a. Cibola
 - b. Bernalillo
 - c. ARES
 - d. NM SAR Support
 - e. Rt. 66 Flyers
 3. Spencer
 - a. Albuquerque Mountain Rescue
 - b. Socorro SAR
 - c. Sandia SAR
 4. Lloyd
 - a. MTN K9
 - b. K9 Search and Rescue
 - c. NM working Canines
 - d. Pajarito SAR
 5. Jeff
 - a. NM Mounted SAR
 - b. Sangre de SAR
 - c. SF Sheriff’s Posse
 6. Max
 - a. Three Rivers
 - b. Atalaya
 - c. SF ARES
 7. Edwin
 - a. Taos SAR
 - b. Taos Ski Valley SAR
 - c. Rocky Mountain SAR
 8. Chris Sawyer
 - a. PhilSAR

- b. AF SAR
 - c. San Miguel SAR
 - 9. Larry Zentner
 - a. Civil Air Patrol
 - b. McKinley County SAR
 - 10. Joe San Filippo
 - a. Chavez County SAR
 - b. Mesilla Valley SAR
 - c. Catron County
 - d. Eddy County SAR
 - g. Fundraising (Spencer)
 - i. Not too much information at this time –
 - 1. Restaurants such as Panda Express might do a fundraiser night for organizations. Fudruckers, etc.
 - 2. Some Wine Festivals will hire organizations to provide personnel.
 - 3. Affiliate Programs for online merchants
 - 4. Affiliate Programs with Prodeal websites.
 - h. Mapping Program
 - i. As far as we know Bob Cowan has supplies. Karon will contact Bob regarding supplies.
 - i. Public Relations
 - i. Not much to report – Twitter Account will be transferred from Eric to Carrie. Various administrators have made Facebook posts.
 - j. SAR Review Board
 - i. Board would like to be invited to ESCAPE to make their presence known – David will include them when he distributes registration packets
 - ii. Bob Baker suggested that teams, as they apply to the review board, get in touch with us to initiate contact with other teams to provide a training template.
 - iii. Bob Rodgers will be moving to District five in Albuquerque
 - iv. Not yet in place, could be finalized as soon as the next SAR review board meeting – Council was asked for a measure.
 - 1. Council will survey teams regarding the SAR Plan six months after implementation
 - v. A disciplinary review process has been formulated.
 - 1. If there is an issue, three people on the separate review board
 - a. FC not involved
 - b. Chairman citizen
 - c. Other person on the board not on the mission
 - vi. Suggestion by Spencer:
 - 1. SAR Review Board meeting could take place at ESCAPE
 - vii. Field Certification was discussed at the SAR Review Board
- V. Old Business

- a. MapSAR:
 - i. Karon – January 17,18, and 19, 2014 have been set for the Las Cruces ESRI MapSAR class. This will be a three day class instructed by Michaela Buenemann and ESRI staff and hosted by NM State University – Las Cruces. Class limit will be set and posted on the council website – the dates are posted on the website calendar already.
- b. NMSARC Annual budget (2014)
 - i. Addressed within the treasurer’s report
- c. General Meeting minutes 2013
 - i. The annual budget was not submitted, and therefore should not have been approved. It was never voted on. We will put together team packets to be presented at the general meeting for ESCAPE 2014. These packets will include minutes, budget, past annual report.

VI. New Business

- a. SAR Games – Defer cost for next fiscal year’s ESCAPE – opportunity for recruitment
 - i. By the end of next month Lloyd will be shooting out ideas to the forum and the board.
 - ii. Looking for observers/evaluators
- b. Liability Insurance for teams
 - i. It was brought up by two teams to Karon that teams that train within their own means,
 - 1. Does NMSARC have a responsibility to insure teams for their own trainings?
 - a. Discussed, no further action will be taken.
- c. Website training page
 - i. It’s in the works
 - ii. Tony Gaier is putting together an interactive training module that will be linked to the NMSARC website. This module can be used by new volunteers to SAR in order to get them familiar with basic SAR fundamentals and prepare them for the Field Certification Exam.
- d. NMSARC Bylaws – Gas Reimbursement
 - i. Board members are entitled to Gas to and from board meetings.
- e. Larry recommends that three out of four meetings (not including ESCAPE) should be performed in webinar form. The two face time meetings should be the one at ESCAPE and one additional meeting through the course of the year. No further action was taken

VII. Next board meeting location and date

- a. Presbyterian Hospital center in Socorro. Time: 1300 – Address: 312 California St, Socorro, NM.

- VIII. Adjourn – The Meeting was adjourned at 1700
a. David Moves to Adjourn – Unanimously Approved.

Respectfully Submitted,

Edwin Steimling, NMSARC Secretary