

**New Mexico Emergency Services Council  
Minutes of the Regular Board Meeting  
August 18, 2007**

The meeting was held at District 5 State Police Headquarter in Albuquerque, NM.

Attending: Gail Zimmerman, Sue Williams, Don Stone, Richard Swartz, Dave Baldrige, Gary Cascio, Brian Fuller, Tony Gaier, Robert Valdez, John Van Dreese. Absent: Ross Holbrook.

- I. Call to Order** - The meeting was called to order by Chairperson Gail Zimmerman at 10:00 a.m.
- II. Introductions** – Board members introduced themselves. John Van Dreese gave a brief bio of himself.
- III. Minutes from Last Meeting** – On a motion by Robert, seconded by Richard, the minutes of the June 23 meeting, which had previously been distributed, were approved.
- IV. Treasurer’s Report** – Richard reported that he and Elane Flower had met and he now has the Treasurer’s files. He reported two minor discrepancies, which he will reconcile. He and Sue are now on the bank accounts. Richard recommended, and the Board agreed, to find ways to reduce bank charges and increase interest on accounts.

Gail announced that the Council has received a \$5000 donation from the Bell Foundation on behalf of the Bell’s daughter who was the subject of a search near the Santa Fe Ski Basin. It was agreed that the Council would not withhold its usual administrative fee. Richard will contact James Newberry to determine which teams participated and make distribution. He will also write the thank-you letter.

Richard presented a budget for the next year. The Board will look it over and discuss it at the next meeting. Sue stated that she has budgets for several past ESCAPEs.

It was agreed that merchandise (vests, patches, bumper stickers, and decals, but not FC decals and Field Certification patches) will be advertised on the web site. Richard will set up a separate account for these sales. Gary will coordinate with the web master. Robert will handle the sales. Only checks will be accepted.

Gary will look into a less expensive web host. Sue explained to the new members why the Board hired a professional web master.

Sue suggested, and the Board agreed, that votes on suggestions could be handled by e-mail.

**V. Finish Assignments and Positions**

Gail announced that Ross had withdrawn from consideration for the ESCAPE 08 Chair position. It was agreed that he would be the Council’s representative to the SAR Review

Board.

The Board agreed that Bob Cowen will continue to be our interface with the FCC.

On a motion by Robert, seconded by Richard, John Van Dreesse was unanimously elected to fill the Board position left open by the resignation of Steve Van Kouteren.

On a motion by Don, seconded by Robert, Tony and Gary, were elected ESCAPE 08 Co-Chairs. Sue has the records from several past ESCAPEs and will act as a mentor.

## **VI. Committee Reports**

**A. Training** – Tony will get information about the fall Boot Camp from Ross. Planned dates were September 22-23 but these will slip since he must look at alternatives to the planned CAP site. The Boot Camp was rescheduled to October 20-21, 2007.

**B. ESCAPE 08** – Sue will bring a past schedule to the next meeting. Tony will send an e-mail to the SAR Forum looking for instructors. Gail stated she will do Field Certification. Richard volunteered to be Vendor Liaison and assist with the Advanced Track; Dave will coordinate a Canine Track; and Brian will coordinate a Basic Track. Further discussion will be deferred to the next meeting.

**C. Membership** – Gail has turned over membership records to Richard and Robert. There was a discussion concerning the pro-ration of dues for partial-year memberships, but it was decided not to do so since it would require a change to the by-laws and approval of the Council Members. Gail stated that the job of assigning team liaisons belongs to the Membership Co-Chairs. They should prepare and e-mail a draft list to the Board. If ready in time, the list could be included in the fall Newsletter.

**D. Newsletter** - Dave said the next edition is due in the fall. He needs Board member bios and pictures by mid-September and articles by the end of September.

**E. Mapping Program** – No report.

**F. Web Site** – Gary asked the Board to think about what else should be added to the web site. It was agreed to post Board minutes after they are approved. By October 1, Gail will provide Gary with the Field Certification Study Guide for posting. It was agreed that the Policies and Procedures should have been, and will be, posted. It was agreed that a mission statement is needed. Sue will draft one and distribute it to the Board. When finalized, it will be posted on the web site home page. Gary will talk to Dick Wagner about including e-mail links to Board members on the web site.

**G. Fund-Raising** – It was agreed that Steve Van Kouteren will remain as Fund Raising Chair even though not on the Board. He will be listed on the Board roster.

**H. PACE** – Gail stated that the new Field Certification Study Guide, testing forms and paperwork have been approved by James Newberry and will be used beginning October 1. She will send a CD with the Study Guide and test to all evaluators and the

Study Guide to the web master for posting. Also, she will announce it on the SAR Forum. It was agreed that Field Certification test will not be part of the fall Boot Camp.

**I. SAR Review Board** – No report.

## **VII. Old Business**

**A. ESCAPE 08** – A signed contract from Glorieta has been received. Gail read the highlights. Sue will send an electronic copy to all Board members for review.

**B. Meeting Schedule** – It was agreed that the meetings for the remainder of the calendar year will be October 6 and December 8, 2007.

## **VIII. New Business**

**A. Handouts** – Gail distributed CDs containing Council documents to the new Board members. The second mail box key was given to Tony.

**B. Reimbursement** – Sue distributed a letter from a SAR volunteer concerning slow or non-payment of gas reimbursement by the state and suggesting a method of tracking reimbursements. After a lengthy discussion, during which Board members related their own problems with reimbursement, the Board agreed that it is within the Council's purview to address this issue. Sue will prepare and distribute to the Board a statement regarding this issue.

**C. Other** - Richard reported that Mesilla Valley SAR is working on procedures for ATV operations. Gail recommended an ATV course at ESCAPE. Tony will invite the National Guard to teach the ATV course.

Dave reported that Sandia SAR Dogs has received a \$5,000 grant from REI for training. Richard reported that Mesilla Valley SAR received a grant from Operation Ranger sponsored by the U.S. Smokeless Tobacco Company for a 6x6 ATV and a \$30,000 grant from the state for a communications trailer.

## **IX. Adjourn**

On a motion by Sue, seconded by Robert, the Board voted to adjourn at 1:25 p.m.

Submitted By

/s/ Don Stone

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Don Stone, Secretary

Approved September 6, 2007