



New Mexico Search and Rescue Council
Board Meeting Minutes
Monday, October 19, 2015
Conference Call Scheduled: 1900-2100

Attendees: Michaela Buenemann, Carrie Hale, Spenser Moreland, Roberta Armstrong, Aimee Adamek, Terry Morton, Mary Walker, and Larry Zentner

Absent: None

Other Attendees: Bob Baker, Bob Rogers

Call to Order: 1906 - Chair Carrie Hale

Approval of agenda and minutes

- Approval of new board members to resolve voting conducted at the July 26, 2015 Board meeting. Motion: Roberta moved to approve Aimee Adamek, Terry Morton, and Michaela Buenemann as NMSARC Board members until ESCAPE 2016 when they will be voted on by general membership. Larry second. Vote: Aye – 5, Nay – 0, Abstentions – 3
- Approval of officer positions and other board duties to resolve voting conducted at the July 26, 2015 Board meeting. Motion: Roberta moved to approve, Mary second. Vote: Aye – 8, Nay – 0, Abstentions – 0

Officer Positions Assigned

- Chair - Carrie Hale
- Vice Chair - Mary Walker
- Secretary - Mary Walker
- Treasurer - Larry Zentner

Other Board Duties Assigned

- Mapping Program – Michaela Buenemann
 - Training – Spenser Moreland jointly with Larry Zentner
 - Training Directory – Larry Zentner
 - Membership – Aimee Adamek
 - PIO – Roberta Armstrong, (subsequently changed to Carrie Hale, 7/28/15)
 - ESCAPE – Roberta Armstrong
 - Communications & Repeaters – Terry Morton
- Approval of agenda. Motion: Roberta moved to approve; Larry second. Vote: Aye – 8, Nay – 0, Abstentions – 0

- Approval of Board meeting minutes from July 26, 2015 as amended above. Motion: Larry moved to approve, Terry second. Aye – 5, Nay – 0, Abstentions – 3

Old Business

NMSARC Website Update – Roberta Armstrong and Aimee Adamek

- **Current Status**
 - Detailed information provided in two-page report which is summarized herein
 - Hosted at GoDaddy and supported by Wagner Digital (Dick Wagner); Five domain names are licensed
 - Implementation is custom programming with limited ability for NMSARC Board to alter content
 - Most of what we have on the site is straight forward content pages with some more complex features; updates made within few days of request; costs of maintaining the site ~\$1,000/yr
- **Action Item: NMSARC Board needs to consider the following to assist in making a new site map:**
 - What do you like?
 - What is missing?
 - What needs to change?
 - Board members are asked to complete the form provided by Roberta and Aimee
- **Action Item: Update Mission Info.** Mission info has not been updated since 2013. Bob Rogers indicated he doesn't have control over updating this info, but is willing to provide brief descriptions of the missions. Bob needs to receive an email request to provide this information. Roberta will send this request to Bob.
- **Work Plan for Moving Forward**
 - Identify hosting options: WordPress, Nation Builder are possibilities. Need to consider templates available and what pages are needed. Michaela mentioned Weebly as another option; user friendly and inexpensive. Other ideas are welcome.
 - Second half of November mock up the new site; drag data and content into test environment and get feedback from the Board
 - Then build new site
 - Recommended to maintain the Resource Directory, but it needs to be password protected so that telephone numbers and email addresses are not open to public. Bob Baker finds this Directory very helpful, including having a rotation schedules for FCs. Need to develop plan regarding who maintains what sections and how data will be kept up-to-date
 - There may be better options for maintaining the Board archive of important documents, such as DropBox or Box. This will need to be decided.
 - Roberta noted that as a nonprofit we can be eligible for software donations from TechSoup. Will keep this in mind going forward.

Treasurer's Report

- Account balances reported.
 - Small business checking (dedicated to ESCAPE) : \$6,397.92
 - Business Checking (Council funds): \$9,943.37 with three deposits waiting
 - Savings: \$1,820.82
 - Business credit card (paid in full). \$2500 credit.
- There are no outstanding bills, only ESCAPE expenses anticipated in the future.
- Wells Fargo business account has been closed and all those related expenses have been paid.
- Investment account 5K characterized as savings account with 360 Banking (owned by ING); keeping as nest egg

Membership – Aimee Adamek

- New Mexico Badlands SAR, Farmington – Council application form and payment received; welcome email was sent and team was added to website.
- UNM Reach and Treat – Team recognition form and contact info has been received. Aimee will reach out to them and see if they want to become a NMSARC member
- Revised Team Liaison list sent out to Board Members and all teams contacted to inform them of their liaison.
- Revised membership packet; we can have Dick upload pdf of the packet to the website.

ESCAPE Report – Roberta Armstrong

Detailed information provided in two-page report which is summarized herein

- Karon Avery has identified all track leads.
- Need sponsorship Chair for large donations – Spenser volunteered to work on this with Roberta. Need to write applications for community grants.
- Silent Auction
 - Request chairs from North, South and Central regions of NM to solicit donations.
 - Web-based management system would be very useful.
 - Might also be better way to register; Weebly or other website with forms capability may work well for this
- Communication and publicity: Roberta and Carrie
- ESCAPE Desk Manager – Larry
- Financial projections Roberta and Larry
 - Assume 140 attendees at same rate as last year
 - Registration brings ~\$16,000
 - Food and beverage minimum: \$12,500; food is more expensive than Las Cruces. Planning for Fri and Sat morning breaks, Sat lunch, and Sat buffet dinner. Roberta will work on negotiating these costs.
- Request cash donations – Everyone consider who you could ask for donations. Send Roberta email with ideas. Who can donate \$300, \$400, etc.? Fishing trip; Buffalo Thunder (golf weekend, room).
- Keynote speaker – Secretary Greg Fouratt? Other suggestions? Need to decide soon.
- Theme/Logo – What has worked before? Contest? People have typically volunteered.
- Instructor registrations same as last year.
- Registration period (see handout).
 - Need ESCAPE 2015 highlights from Carrie Hale.

- Team participation in number of missions (Bob Rogers). Roberta will send an email request to Bob Rogers for this information.
- Recommending no change to registration fees.
- Inventory sheet needs to be updated by Carrie Hale.

Training Updates

- Larry Z – Nothing new since last July
- Spenser -

New Business

Recruitment of Additional Board members – Mary Walker

- The Board should consist of eleven (11) members. We currently have eight (8) members and need to recruit three (3) additional
- **Action item:** All Board members will contact the teams for which they are liaison's to request nominations to the Board. Remember that teams that already have two representatives on the Board should not be contacted.

SAR Review Board Report – Bob Baker and Bob Rogers

- October 9, 2015 in Las Cruces at the NMSP office; 0900-1200

Bob Baker presented this information

- Ms. Frankie Benoist is resigning from board to take care of family matters. Mr. Stock Colt, Chairman, and Secretary Greg J. Fouratt wanted widest dissemination to individuals from community that would be willing to fill Ms. Benoist's role as the certified SAR member. A list of names will be generated and forwarded to the Governor's office for selection.
- There has been 89 missions this year, thus far, including a number of deaths.
- Sheriff Marco Lucero, Los Alamos County, the new Sherriff's Association representative, indicated that 98% of community is receptive to SAR and wants to foster closer ties. Teams can probably get out in their districts, visit with local sheriffs and share information on what SAR volunteers can bring to table.
- The newly revised New Mexico Search and Rescue Plan has been approved and was sent out on the NMSAR forum.
- UNM consortium contract is under review and a State Medical Director for SAR will not be added this year.
- Next meeting: Jan in Santa Fe; meeting during ESCAPE like last year.

Bob Rogers presented the following –

- A recertification process for NM SAR volunteers does not exist. A recertification process is required under ASTM standards.
 - What should the process for basic level recertification be and how often must someone recertify?
 - Is the SAR community receptive to a recertification process? It is important to assess if individuals retain necessary information.
 - Proposal is to use existing field certification process for recertification and that for state team status 70% must be field certified. These data would need to be confirmed on an annual basis with bob Roger's office

- The recertification would be the exact same process as that used currently for field certification (i.e., written test, pack check, compass use).
- Another proposal is to adopt standard established by the National Association of Search and Research (NASAR)
 - Are these standards acceptable to NM SAR community?
 - The State of NM would establish a NASAR Agency membership so that every NM SAR member on a recognized team would be an automatic NASAR member.
 - What standards can we adopt? SARTech I, II, and III?
 - What about K9 standards? Currently, we have no statewide standards for K9 SAR. Each team has their own. We could pick and choose which standards we use.
 - Bob Rogers does not want to pursue this if there is no buy in from NM SAR. He proposes that instructors and evaluators would be trained in NM so that testing would be done in NM. SARTech III might represent the minimum NM standard.
 - NASAR certifications are recognized nationwide. Teams could be sent to out of state requests. Might be able to grandfather NM teams into SARTech III with our current field certification.
 - Recertification costs \$30 every 3 yr. NM DPS may be willing to cover that cost.
- Bob Rogers will write up these ideas and specific questions in detail and send to the Board. He requests that the Board act as the liaison between his office and the NM SAR teams to present these ideas and get feedback to him. How we obtain this feedback is up to the Board.

Next Meeting: In person meeting at 1200 on Saturday January 9, 2016

Meeting Adjourned

- Motion to adjourn by Roberta, second Larry
- The meeting adjourned at 2042