

**March 1, 2014**

**ISARC Board meeting minutes**

The March 1, 2014 board meeting was held in Morton IL and was called to order at 11:05 am with John Simon, Mark Molleck, Val Say-Haritos, Domingo Kaller, Kim Gotte, Annette Hannig, and Larry Graff in attendance and Jim Dexter by teleconference.

We had a visitor Jim Cochran from Serv Pro who Annette ran into at her office and was at the National Weather Conference and would like for his company to get involved with some sort of sponsorship for our organization. He sees it as a very worthwhile agency with a great cause. John Simon got his contact information and will need to check into our bylaws to see what kind of sponsorship is allowed by our group.

**GSAR Course:** Kim made the changes that were requested after our conference call. She said that the approximate time from start to finish is about 4 hours. John said he had done a presentation using an abbreviated version of the new curriculum and it took him about 3 hours. He did it with a local fire department and he took out the Land Navigation portion and a lot of other information that he didn't feel was needed. Kim said she did an "alone" run thru and it took her 4 hours but that was with no breaks so it would be more like 4 ½ hours. It was decided to push the 8am start time and no later once implemented so as to make sure there is enough time to be completed with classroom by lunch. Kim would like to do another "mock" run thru with someone soon.

Annette brought up the issues with AMDR. There are currently 2 ways that it is being taught: i.e. team average versus individual average. Advancement needs to be compromised on either critical separation or by an average of the individual. Now is the opportunity to make that decision so that going forward there is a standardized way to teach it so that all agencies are doing it the same way all the time from now forward. It was decided after much discussion that the critical separation will be done by the individual average and the forward movement will be done by an Average of the teams critical separation 1.5 x average. This way it will be much easier for the team leader to keep track of forward movement instead of each team member moving forward at a different spacing. Kim will change the slide in the power point from Determining Search Range to Determining AMDR.

It was also decided to change the graphic on the line search group coverage and take 1.5 search radius put bubble out 1.5 average team AMDR for forward movement. Kim still needs to add break eye contact with the object to the notes for the instructor and add for the flaggers when and when not to add flagging tape.

The Missing Person Questionnaire was taken out and a Subject Profile Form was put in instead.

It was discussed if at all possible to have the "host" agency print all forms needed for the course i.e. the student handouts and any other forms needed and have them foot the cost for this to help instructors with expenses. Since a lot of agencies donate their time and incur all costs for the course if we have the

host agency do at least the printing of the forms it will help instructors cut down on their costs. Kim said that this will be laid out in the TTT update info.

Kim will have all changes done by Monday so it will be up and ready to go to do the instructor updates. Kim will try to create a new drop box just for ISARC for curriculum information.

Motion to approve the GSAR curriculum with the above changes was made by Domingo and second by Val, motion carried.

**Volunteer Rescue:** after some research there are different levels of administration. John asked if it can be set up for someone to “delete” things and was told yes it can be. John asked who would have “log in” capabilities? Will it keep track of who/when classes were taken? Can it be made to be able to generate certificates from the Volunteer Rescue site.

It was told that each agency will be set up and then that “agency” will have an “admin” and can give who they choose from that agency as to what they can and can’t have access to for that certain agency. This can also be linked up to the ISARC website as well.

The downfall to Volunteer Rescue is it is not currently set up now the way we want/need it to be. They will do the initial set up then we can modify from there. There can also be set up a way to do call outs and paging/texting for call outs for free as well.

John would like to move away from Drop Box to Volunteer Rescue that way those approved for can get their information from this site.

Is there a cost for a statewide “umbrella” program. At this point no there is nothing. All that he asks is if we can make a donation to Volunteer Rescue. This helps him sustain the website is by donations only at this point.

In an attempt for members benefits we pay a fee “donation” and then all teams statewide can use it for free. Will there be a cost in the future? It is international now and as long as donations keep coming it will be fine. He has been doing this for 10 years. Marks concern is that it may be “free” now and then 2+ years down the road or whenever then we will end up having to pay and it will be to expensive for us to be able to pay for.

Motion to go ahead with Volunteer Rescue was made by Mark and second by Domingo, motion carried.

It was decided to develop a subcommittee to move forward to implement. That committee will consist of: John, Domingo, Annette, and Kim. It was asked who would admin the site once up and running. The Secretary and the Chairman will admin the site. Annette made a motion to give the Executive Committee “God” control over the site and then the rest of the board will have access at a management level. Domingo amended the motion that all board have full control until all is defined. Annette was ok with the amended motion with the ability to change the user capabilities at a later time. Domingo seconded the motion, motion carried.

**Conference:** The ISARC conference committee is: Chris Helle, Mark Molleck, Jason Huffman, Jim Dexter, Jessie Maggenheimer, Annette Hannig, Troy Erbentraut, and Josh Balk. Several options were discussed for the boards opinion. One was having an outdoor exercise with a full scale exercise and two was the traditional conference. Possible venue for the outdoor option would be the Girl Scout Camp in Germantown. Cost would be \$1500 for the site. It was decided to try this concept. Motion by Kim for conference dates to be September 26, 27, and 28<sup>th</sup> and for board chairman to sign the agreements for the location second by Mark motion carried.

**Treasurers report:** We as of now have 21 paid members/teams. So far the checking account balance is \$6,730.59.

Curt Hannig from the merchandise committee gave out a sample of a form he thought would be beneficial for a return and cancel policy for merchandise orders. Thinks it would be good to add it to the website along with the order forms. Motion to table this for now made by Domingo second by Val motion carried. Will discuss it further at a later date.

John said that the website needs major updating. James can't do it anymore. Domingo does have log on info for it. Val said that two board members need to have access to it and need to learn how to make any changes needed and to be able to update it as needed. The Secretary should be one that has access to it so as to be able to post meeting minutes and make updates as needed to it. It was decided that Domingo, Annette and Kim will work together. Domingo will get the information and set up a conference call for this. John will send up notes as to what needs updated.

**New Business:** with no new business to be brought before the board a motion was made by Larry to adjourn with a second by Kim motion carried. Meeting adjourned at 12:55 pm.