



*Montana Sheriffs & Peace Officers Association*  
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## Search and Rescue Subcommittee

### Quarterly Meeting

**Date:** Tuesday, June 14, 2022  
**Time:** 10 am – 12 pm  
**In-person:** Bozeman Emergency Management/SAR Building  
**Remote:** Via Webex

### MINUTES

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#### Meeting Follow-up Action Items

- Review SAR Website -- <https://mtsar.org/>. Provide feedback to Scott and Nanette.
- Send 5 SAR photos from your team for the SAR website photo gallery. Send to Scott & Nanette.
- Finalize Survey123 SAR Reimbursement Online Submission Form by July 1, 2022 and provide to SAR list.
- Subcommittee members review all training documents and provide feedback. Vote on documents at October meeting. Identify SAR Teams willing to host a training and identify the topics and tentative dates at October meeting.
- Encourage SAR Teams to request mission reimbursements due to flood missions, if not reimbursed through another funding mechanism.

#### Attendees

*Scott Secor, Captain – Chair (Gallatin County SAR)*  
*Scott Van Dyken, Undersheriff – Vice Chair (Cascade County SAR)*  
*Erin Metzger – Gallatin County SAR*  
*Nanette Gilbertson – MSPOA Executive Director*  
*Tim Jurgonski – Madison County SAR*  
*Richard Gauron – Gallatin County SAR*  
*Ralph DeCunzo, Volunteer – Lewis and Clark County SAR*  
*Tommy Lukshaw – Madison County SAR & Madison County GIS*  
*Tim Wisenberg – MT DES (GIS)*  
*Kent O'Donnell, Lt. – Yellowstone County SAR*  
*Mike McCloskey, Volunteer – Cascade County SAR*  
*Bill Cassell, Sheriff - Petroleum County SAR*  
*Rick Vaughn, Sheriff – Fergus County SAR*

**Introductions** *Scott Secor (Chair); Scott Van Dyken (Vice Chair); Nanette Gilbertson (MSPOA); Erin Metzger; Jake Ganieany (DES)*

## Review and approve minutes from previous meeting (4-12-22)

*Motion to approve minutes from 4-12-22 meeting. Second. Approved unanimous.*

### Old Business (Issues previously discussed which require follow-up)

- SAR Website Update---<https://mtsar.org/>
  - *The website is live and people can start using it and driving SAR members to the site for information. Nanette reminded people that the website is bare bones and simple, but will be a one stop shop for SAR information. Provided a brief overview of the website pages, which includes: meetings, reimbursement, training, resources and a photo gallery. Requested subcommittee members review the webpage and provide feedback. Also asked for photos from each team so there is diversity in the photos. Provide Photos (5 per team) and send to Scott or Nanette.*

### New Business (Emerging issues which require attention from the SAR Subcommittee)

- DES Survey123 Demonstration for reimbursements
  - *Tim Wisenberg provided an overview of the draft online reimbursement form which was created by DES using the online platform Survey123. The goal is to streamline the reimbursement process and have the submissions available for immediate review. This will allow for questions to be answered, additional information to be provided, and corrections to be made prior to review by the subcommittee.*
  - *Scott Secor, Scott Van Dyken, Erin Metzger, and Nanette Gilbertson will continue to refine the on-line form and aim for a final version to be available starting July 1, 2022. Tim will continue to work on the form and be the point of contact for the SAR subcommittee.*
  - *Suggestions:*
    - *Add a field which allows the person filling out the form to add the email addresses for the people who should receive a copy of the reimbursement submission.*
    - *All reimbursement requests required to provide an email address for the following people: Sheriff's Office, SAR Organization, person submitting the reimbursement request. This will be the record of the reimbursement submission.*
    - *Send reimbursement requests to subcommittee members, once reviewed by Chair and Vice Chair, one week prior to meeting.*
  - *Questions:*
    - *Q: If SAR President fills it out online, is it possible to get the Sheriffs signature for approval through a seamless mechanism.*
    - *A: The intent is for all forms to have a single signature requirement, which will be that of the Sheriff or the Sheriff's designee.*
    - *Q: Does the group want to allow for online submissions and paper submissions via the current pdf document? Or does the subcommittee only want to allow online submissions?*
    - *A: Some people are uncomfortable with online only.*
    - *A: As a compromise, reimbursement requests can be made via the current .pdf form on the DES webpage and via the online form from now until June 30, 2023. Starting on July 1, 2023 only online reimbursement submissions will be accepted.*
    - *Q: If there are errors in the original request, will a new submission will be required*

*in order to make the correction?*

- *A: That will be worked out to determine how best to handle requests that need to be revised.*

*Motion to revise the online form to require only the signature of the Sheriff or Sheriff's designee, to add required email addresses for the Sheriff's Office, SAR Organization, and person submitting the reimbursement request, and finalize the online form by July 1, 2022. Send the online reimbursement submission form to all subcommittee members with the clear instructions that from July 1, 2022 through June 30, 2023 both the pdf and online form will be accepted, but after July 1, 2023, only online submissions will be accepted. Second. Approved unanimous.*

- *Funds Balance: Jake Gainieany*
  - *Jake was unavailable to attend the meeting, but will provide the funds balance at the next meeting.*
- *Payout Review: Jake Gainieany*
  - *Jake was unavailable to attend the meeting, but will provide an overview of the 2021 payouts at the next meeting.*
- *Funds Flowchart: Jake Gainieany*
  - *Jake was unavailable to attend the meeting, but will provide the SAR subcommittee members with a SAR funds flowchart at the next meeting.*
- *Flooding Update*

*Many counties are experiencing extreme flood events and Sheriffs and SAR Teams are providing mutual aid assistance. Stillwater, Carbon, Park, Madison, Yellowstone hardest hit. Gallatin and Lewis & Clark are assisting Park County. Missoula and Cascade on deck. Yellowstone is assisting Stillwater and Carbon counties. The weekend could bring additional flooding due to increased temperature; however, DES & National Weather Service have said it will likely only be a small spike. Governor's Office made an emergency declaration for flooding to assist counties. Keep track of all flood costs and likely there will be reimbursement available.*

  - *Yellowstone County*

*Yellowstone River is sitting at 14.4 feet currently and the crest of the river is estimated today between 2 and 4 pm. River is not predicted to rise above 15 feet. There are some road closures and voluntary evacuations. Most rivers have crested and are slowly receding. Been in contact with Red Cross regarding evacuation and shelter needs and they are willing to assist, but did request counties try to get by on their own. Fairgrounds has some available space if need be. SAR team has been helping in Carbon County and they do have air support to check infrastructure problems in remote areas. Currently think Y-stone will be ok with resources as there are quite a few deputies on and on standby.*
  - *Madison County*

*There are some closed fishing access points. No foreseeable issues. Baring anything catastrophic from the lakes, Madison County should be ok with resources.*
  - *Gallatin*

*River crested around midnight. All fishing accesses are closed. Yellowstone Park has been closed and people are trying to find other places to stay and/or ways to get home which is impacting Park and Gallatin Counties. Mitigation efforts on the road between Bozeman and Big Sky to prevent erosion. Don't see a need for additional teams at this time.*
  - *Cascade*

*Missouri is currently at normal levels because flood waters have filled Canyon Ferry. Available as a resource, especially for swift water assistance.*

## **Training**

- Update about SAR Training, Funding, Survey, Etc.  
*Provided an overview of the survey results and the draft documents including the Training Operating Procedures, Host Agency Checklist, and template materials. Request subcommittee members review all documents and provide feedback.*
  - *Discussion:*
    - *DeCunzo: Need to be cognizant of the MSPOA voluntary SAR standards in terms of approving training to ensure the training is legitimate and meets the quality requirements in the standards. Need to ensure all training reimbursements meet the voluntary standards for SAR in MT.*
    - *Van Dyken: Are there examples of a trainer and/or company that are not qualified to offer training because they do not meet the voluntary standards? Trainings will be approved in advance if they are through the subcommittee structure.*
    - *Jurgonski: Compile a list of qualified and reputable training companies and trainers and perhaps a list of trainers that are substandard.*
  - **Action:**
    - **Review the Montana Voluntary SAR Standards.**
    - *Ask for feedback after trainings to help build a list of reputable companies and trainers to help build the list.*
  - **Follow-up:**
    - **The Montana Voluntary SAR Standards need to be evaluated, reviewed, and likely revised to ensure the standards are up-to-date and meet current best practices. Recommend the SAR Subcommittee discusses the process for reviewing, revising, and approving updated SAR Standards. Current standards should not be utilized for reimbursement decision making purposes. Upon thorough review, the subcommittee could consider reimbursement guidelines which require the training to meet or exceed the voluntary standards.**
- Share upcoming training opportunities
  - Gallatin County: Managing Inland Search **July 18-20** (# of seats TBD)  
*ERI out of WA is conducting the training (Stoffle and Brent). Likely will have 10 seats available. Secor will send out the training announcement. Email Secor if you want a seat. Gallatin County SAR will cover all costs and submit to DES for training reimbursement. The only cost to trainees is travel, lodging, and food. Attendees can submit a training reimbursement directly to DES for those costs.*
  - American Red Cross Wilderness First Aid  
*Sheriff Bill Cassell in Petroleum County is aiming to put on a Wilderness First Aid Class and would be willing to open the class to other SAR Teams. Bill will share date and class information with the SAR subcommittee if he is able to open the training to other teams. Training will likely be in the fall.*

## Resource List

- Updated Lists Provided via Email
  - *Will continue to update on an on-going basis.*

## Reimbursement Requests

- Mission
  - Lake County
    - Kyaker recovery. Total reimbursement request amount - \$1,526.70.
    - **Motion to approve the Lake County Mission SAR Reimbursement for \$1,526.70 with funding authorized by State DES utilizing the appropriate fund source. Second. Approved unanimous.**
  - Gallatin County
    - Helicopter support for the recovery of a deceased snowmobiler. Total reimbursement request amount - \$6,000.00.
    - **Motion to approve the Gallatin County Mission SAR Reimbursement for \$6,000.00 with funding authorized by State DES utilizing the appropriate fund source. Second. Approved unanimous.**
    - Helicopter support for Gallatin County SAR. Total reimbursement request amount - \$3,040.00.
    - **Motion to approve the Gallatin County Mission SAR Reimbursement for \$3,040.00 with funding authorized by State DES utilizing the appropriate fund source. Second. Approved unanimous.**
- Training
  - Gallatin County
    - Managing Inland Search class held in Madison County. \$1,125.00 for student fees for training that occurred on March 18-20. Hosted by ERI which is a reputable company.
    - **Motion to approve the Gallatin County Training SAR Reimbursement for \$1,125.00 with funding authorized by State DES utilizing the appropriate fund source. Second. Approved unanimous.**
- Equipment (Must utilize the required statutory match)
  - Gallatin County
    - Purchase Yamaha Snowmobile for Gallatin County SAR. Total purchase amount was \$12,300. Reimbursement amount requested \$7,995.00, which is 65%. Purchased from Glitz Motor sports in Bozeman. Proper documentation provided.
    - **Motion to approve the Gallatin County Equipment SAR Reimbursement for \$7,995.00 with funding authorized by State DES utilizing the appropriate fund source. Second. Approved unanimous.**
  - Gallatin County
    - Purchase helmets that are Helicopter flight rated for Gallatin County SAR. Total purchase amount was \$5,538.78. Reimbursement amount requested \$3600.18.

which meets the statutory match requirement. Proper documentation provided.

- Equipment reimbursement for Gallatin County approved by SAR subcommittee and funding approved by state DES with authorized funds.
- **Motion to approve the Gallatin County Equipment SAR Reimbursement for \$3,600.18 with funding authorized by State DES utilizing the appropriate fund source. Second. Approved unanimous.**

### **Open Discussion**

*Tommy Lukshaw asked if any SAR teams are using TAK? Explained that it can be used for individual teams and is a highly capable mapping platform that could be a huge asset for SAR teams even though that was not the original intent of the program. Allows for the option of live time tracking in remote areas without cell coverage. It is an expandable system within a mapping program and could be a valuable asset to SAR Teams.*

*Teams present are not of anyone using the program.*

*Secor asked if it is a commercial program or a government program.*

*Lukshaw stated it is a government program that is opening to civilian use. Has commercial plug-ins, but they must be free.*

*If you want to do research on the program, go to <https://tak.gov>.*

*Lukshaw said he would send videos so people could learn about the program.*

### **Next Meeting**

- October 4th, 2022 – Likely in Helena