

## **MINUTES of the PSC COMMITTEE MEETING**

**DATE:** January 20, 2011

**MEMBERS PRESENT:** Director Cox, Director Edgar (Chairman), Director Fallon, Director Sarratt, Director Widin, Vice Director Allen

### **Called To Order:**

Director Edgar called the meeting to order at 9:07 a.m. on January 20, 2011 and minutes to be recorded by Vice Director Allen. A quorum of members were present, and the meeting, having been duly convened, was ready to proceed with business. Copies of the agenda, the Advisory Committee Assignments, and the Programs and Services Committee Action Log, were confirmed received by each member.

### **General Announcements: Announced by Director Edgar**

1. Meeting is being recorded.
2. A group discussion about the confusion of confidentiality among advisory committee members took place. It was decided members should have open discussions with their directors and members of their division. All input would be welcomed and held in high regard.

### **Nominations For International Humanitarian Award:**

Open discussion was held about receiving whole or partial packets to review in a timely manner. Group majority decided partial packets did not provide the needed information and caused significant time delays. It was decided whole packets would be necessary and if packets were received late or incomplete they would be held for next year. Group majority preferred to receive the packets 1 month prior to the deadline to properly review them.

### **Delivery of the George Hart Award:**

The George Hart Award was presented to John Thomas in Philadelphia on December 28, 2011. John and his family were presented the award in a nursing home in Philadelphia by President Craigie and Director Edgar. This award announcement will be made public knowledge after the next board meeting.

### **SM Kit Forms and Pamphlets:**

- Discussion of forms being handed out in reception areas occurred.
- Decided more literature needs to be handed out to answer questions.
- Forms are currently found using the web.
- Someone will be copied about SM Kit Forms.

### **Section Manager Pages:**

- Online problems still exist though there has been some improvement.

- Legislative reports are now being made available to Section Managers.

**Section Manager Budgets:**

- Were discussed due to some comments from SM's
- It was decided to send reminders to requests for additional funding for responsible expenses, using money left over on budgets.

**NTS Public Service Communication:**

- NTS Public Service Communication Manual is of its own entity.
- Concerns of PSC involvement into micromanage at this point were discussed.
- A QST Article request was sent to Steve by committee members, and committee has not received a response back yet.

**The Committee Discussed the Card Checker situation:**

- Need for more card checkers:
- No responses have been received indicating the need for more card checkers.
- Discussion of the process of removing a card checker took place.
- Discussion of UHF appointees took place.

**DXCC: Recommendations on Remote Control:**

- Is backlogged and will be discussed at a later date.

**RTTY Digital Award:**

- 3 Recommendations put forth:
  1. Change the name from RTTY to Digital.
  2. To offer non-endorsement stickers to a basic RTTY Digital Mix Award.
  3. To create a DXCC Certificate Award for every digital mode.
- The first recommendation was accepted by the Awards Committee, however, the second and third were not.
- Topics of discussion were:
  1. The process in which approvals are made. It was discussed on how to improve the communication and tracking of items during the approval process.
  2. It was discussed if the web is the best way to notify people of the rules and process of the Awards Committee.

**VUAC:**

- Power level topics were discussed. The single and multi-power criteria were a topic of discussion. It was decided this would be discussed in the agenda later.

**Meeting was adjourned at 10:30 a.m. for a ten-minute break.**

**Meeting Called To Order:**

The meeting was called to order at 10:40 a.m. by Director Edgar.

**Action Log:**

- Memberships items discussed:
  1. Family memberships cards not being sent to member and are tied to committee member.
  2. Address changes for family members are not being updated.
  3. Would like to see Legislative District Member by state or county on a national level.

### **Section Budgets**

- Items discussed were:
  1. End of year results.
  2. Seventy-one section spending results were \$122,400. Total Plan spending was \$105,500. Plan spending was way over budget.
  3. Paperwork is due by the first week of January, but is usually late.
  4. Study showed 3 years ago showed results of being under-budget.
  5. Questions asked:
    - a. Why are we \$17,000 over-budget?
    - b. How much could we afford to possibly increase budgets?
    - c. How much dead stock is there?
    - d. Should books be given away free?
    - e. Should requests be made before over spending on a budget?
    - f. Should the ANF Chair examine this situation?
- This item was discussed and remains open.

### **Section Manager Kits with Forms, Pamphlets, etc.**

- Email from Harold confirmed this item was resolved.
- Committee members have not received current complaints.
- This item will be discussed at a later date.

### **Electronic Amateur Auxiliary Study Recommendations:**

- Chris Imlay is reviewing the rewrite.
- Eliminating paper use and making information available electronically is in process.
- Setting up OO Database is in process.
- This item is still in process and open.

### **DXCC Structure Changes**

- The following was discussed:
  1. Review the traditional system including free awards.
  2. Lower application fees and update other fees.
  3. Member complaint of second application fee being too high.
- This item will be addressed at a later date and is open.

### **DXCC Recommendation Concerning Remote Control**

- Item is open and will be reviewed at a later date.

### **CAC and EME Contest Controversy**

- This item was resolved and is closed.

### **Social Networking for Section Managers**

- This item was discussed and referred to Field Organization sub-committee.

#### **Review Of Benefits ARRL Club Affiliation**

- Items discussed were:
  1. Special Service listings.
  2. Options and problems.
  3. Survey to be designed and implemented.

#### **Review Organizational Structure of the PSC**

- Items discussed were:
  1. Creating 2 separate sub-committees.
  2. The benefits of 2 sub-committees.
  3. Using Vice-Directors on the 2 sub-committees.
  4. Creating and preparing a recommendation and motion by next July Board Meeting.
  5. Expect to have a motion/recommendation to be presented at the Board meeting in July 2011.

**The meeting was adjourned for lunch at 12:00 (noon).**

**Called to order at 12:36 by Director Edgar.**

#### **Emergency Response Manger Development Information For The Distribution To The Section Managers:**

- Topics discussed were:
  1. What sections need assistance?
  2. Needs to clarify emergencies are being responded to.
- This item is open.

#### **Advisory Committee Charters:**

- Dave Henderson and Sean Kutzko have been dealing with this item.
- This item was referred to Dave and Mike to put together some information.
- This item is open.

#### **Free VHF station for 1A entries in Field Day:**

- The idea of this item is to create more activity from using a field day.
- This item was passed. It was motioned to close this item as is. It was seconded and voted "Aye" unanimously.

#### **Items Added To Action Log:**

- **DXCC Review Of RTTY Digital**
- **DXCC Review Of DXCC Rules**

#### **RTTY Round-Up Rules**

- Items discussed were:
  1. To allow single OP in?
  2. To look at this year's information at a later date.

3. To change or revise Round-Up Rules.
4. To have assistance for single OPs.
5. To review contest rules.
6. To involve Radio Sports and Jay with developing a Tasking Language.
  - This item was motioned to have Dave Henderson and Dick Green develop a Tasking Language. It seconded and voted on.

### **VUAC**

- Items discussed were:
  1. To motion the Board to continue this advisory committee until 2012.
  2. The complications of continuing this until 2012.
  3. The further challenges Spectrum would have if this ran until 2012.
  4. The longevity of people on this.
    - It was suggested to continue this for 1 more year and then assigned new people. It was seconded and voted "Aye" unanimously.
    - This item has moved to the Board.

### **Steve, Mike and Ken were introduced to the committee.**

Mike spoke of the following and introduced Ken:

1. Identifying Team Support Areas; PR and Media Issues; Interface Services at a national level; Regulatory Advise; and Utilization of Resources.
2. Revision of Emergency Communication Training.
3. Mike introduced mini courses that are being offered.
4. Mike spoke about tasking to have courses recognized by the outside amateur community.
5. Putting together a Headquarters Response Team.
6. Shared experiences and the process of creating a Headquarters Response Team.
8. He then took questions from the committee

Steve updated the committee on the following:

1. Improvements with communication among section managers.
2. Notified the committee that section manager elections are taking place.
3. Steve then took questions on various subjects from the committee.

**The meeting was adjourned at 2:11 p.m. for a ten-minute break.**

**Called to order at 2:22 p.m. by Director Edgar.**

### **Advisory Committee Reports:**

#### **VUAC Report**

- VUAC Report was received from Steve Clark.
- The Rover issue was discussed.

#### **ECAC Advisory Committee**

- ECAC has 3 proposed tasking items.
- The PSC decided not task the Advisory Committee until the current task is complete.

**Potentially Tasking For The Advisory Committees:**

- Vice Director Birmingham spoke on the following:
  1. In November the PSC task for the CAC was tracked by Dave Patton and Dick Green.
  2. The idea was to come up with creation on tasking and bring back a report to the PSC meeting.

**Education Committee Status Report:**

- A conference call that took place was discussed by Vice Director Birmingham.
- It was discovered the biggest deterrent is the lack of information.
- Reports from instructors and what new sessions have been created have been requested.
- Reports are being created to help with research on this, using various information databases.
- After all the information has been collected a detailed report can be provided.

**International Humanitarian Award:**

- Notification of receiving information 30 days prior to deadline needs to be sent out. This will allow time for the information to be read.

**The meeting was adjourned for a 15-minute break.**

**The meeting was called back to order.**

**Proposed Job Description For Public Information Coordinator:**

- A revised job description was handed out for the PIC and PIO positions.
- The committee was informed of comments from section managers.
- The committee was informed of PR 101 courses being taken by personal to properly inform the media.
- PSC was asked to review the revised job descriptions for the PIC and PIO positions. Members decided to review the revised descriptions and comment on a later date.
- This item is open.

**Facsimile or Electronic transmission of Section Manager Nominations**

- The committee discussed and voted to amend paragraph 5.a) of the “Rules and Regulations of the ARRL Field Organization” by adding the following sentence at the end: “Nominating petitions may be made by facsimile or electronic transmission of images, provided that upon request by the Membership & Volunteer Programs Manager the original documents are received by the Manager within seven days of the request.”.

**2010 ARRL Humanitarian Award**

- The committee voted to award this to Ron Tomo KE2UK for his extensive communications capabilities in the recent emergency situation in Haiti

2011 Bill Leonard, W2SKE Professional Media Awards

- The PSC selected the following individuals as winners of this year’s award:

- Phillip Lucas awarded this award for his article of 2010 Field Day of the Loudon, VA Amateur Radio Club.
- Jennifer Compton, producer for the New Hampshire Chronicle on WMUR-TV for her seven minute segment of the Contoocock Valley Radio Club Field Day.
- Bill Colley of WGMD-FM in Rehoboth Beach, DE on his talk show segment on why amateur radio is a great hobby.