

SEARCH AND RESCUE DEPARTMENT

I. Mission

The **Critical** mission of Search and Rescue Department (SAR) is to maintain the well being of all North Slope Borough residents.

SAR provides safe, efficient and reliable airborne response to aero medical evacuation (medevac), search and rescue, and other emergencies.

II. Department Responsibilities

The SAR department is required by public law to operate aircraft in accordance with:

14 CFR Part 61: Certification of pilots and instructors,

14 CFR Part 67: Medical standards and certification.

14 CFR Part 91: General operating and flight rules.

14 CFR Part 43: Maintenance, preventative maintenance, rebuilding, and alterations.

SAR currently operates 3 aircraft. All are capable of day, night, visual or instrument meteorological flight conditions. All are utilized in both SAR and Medevac roles.

The one rotary wing helicopters (Sikorsky S-92), the Sikorsky S-92 is equipped to operate in known icing conditions, both helicopters are equipped for enhanced night vision (NVG) operations.

The two fixed wing airplanes (Pilatus PC24 and Beechcraft King Air 350CER) are capable of operating in icing conditions and high altitude flight.

SAR has four divisions: **Administration**, **SAR Coordinator**, **Flight**, and **Maintenance** supervised by the Director to accomplish the mission statement.

The critical nature of our mission is both demanding and potentially hazardous. SAR equipment must be maintained to the highest possible standard. SAR personnel must be trained, kept current and certified to the highest levels.

SAR combines efforts with the Fire Department Medevac Division to provide patient care during medevac.

SAR along with the Village volunteer SAR organizations participate in community affairs, educating the public on seasonal traveling practices, outdoor preparedness, and safety.

A. Administration Division

SAR Division Manager forecasts and monitors department financial requirements for personnel, supplies, travel, training activities, and communications. The SAR Director and Division Manager work closely with the other division managers to manage the department's budget and insuring accountability.

B. Flight Division

Responsibilities of the Chief Pilot (CP), is the Flight Division coordinating flights/flight crew requirement including all training, duty time, and on-call schedules. The CP issues daily flight assignments and coordinates all department aircraft activity.

The CP also ensures that appropriate personnel are qualified to be assigned as flight crewmembers in Borough aircraft under 14 CFR Parts 61, 67 and 91. The CP maintains the Operations Bulletins.

Flight Medical is a combined effort between the Fire Department Medevac Division and Search and Rescue Department. We provide state certified critical care air ambulance as well as advanced and basic life support medical services throughout the North Slope.

C. SAR Coordinator Division

Coordinator is responsible for a proper response to each **incident** or **emergency** throughout the North Slope.

Combined with the knowledge of the land and subsistence lifestyle is an essential element of the SAR Coordinator.

This is invaluable when assisting residents on the North Slope during times of emergency.

The SAR Coordinator assists village volunteer search and rescue organizations to effectively prepare for and conduct SAR activities along with the effective use of SAR equipment to respond to each incident.

D. Maintenance Division

Responsibilities of the Chief of Maintenance.

Aircraft maintenance is a critical function of the department.

Maintenance personnel maintain SAR's fleet of aircraft to the highest standard possible considering industry wide practices permitted by the FAA. This ensures a safe, mission ready fleet in accordance with 14 CFR Part 43. Competent aircraft inspections (repair, scheduled, and routine) are not only required, but also essential for airborne emergency response operations. The maintenance division maintains the aircraft, support equipment, facility.

III. Goals and Objectives for FY 2020-2021

1. **24/7/365 response capability with at least 1 fixed wing and 1 rotary wing aircraft.**

- Recruit and retain a total of **fourteen** qualified pilots, eight aircraft maintenance engineers (AME) and **two** aircraft avionics technician/AME.
- Ensure flight and maintenance crews have adequate rest.
- Require flight crew response times of **30** minutes from **call out** to on station status with a complete weather briefing and flight plan filed. **15** minutes for maintenance personnel.

2. **Acquire, upgrade, and maintain SAR equipment to the highest industry standards.**

- Increase and maintain inventory of critical aircraft spare parts (mechanical, electrical, avionics, and ground support equipment) by twenty-five percent.
- Retain and maintain Personal Locator Beacon (PLB) service.

3. **Enhance the department's fiscal and administrative capabilities to achieve a higher level of accountability.**

- Develop and maintain improved inventory control procedures.

4. **Maintain close working relationships with the Risk Management/Admin & Finance, Fire, Police, Public Works, and Health Departments to improve regional emergency response.**

- Ensure that **all** emergency response operations relating to other departments are accomplished with an efficient and professional spirit of cooperation.

5. **Provide training opportunities for SAR personnel to maintain a high level of proficiency and currency.**

- Establish long-term fixed contracts with select training entities for Borough aircraft and maintenance operations that will reduce cost.
- Maintain an internal training program for department personnel on essential elements of emergency response to include helicopter flight training, SAR tactics, survival equipment, helicopter external load operations, over-water operations, and night time aircraft operations using a night vision system.
- Develop and disseminate incident reduction education and outdoor safety public education programs to school age students and others in our region.

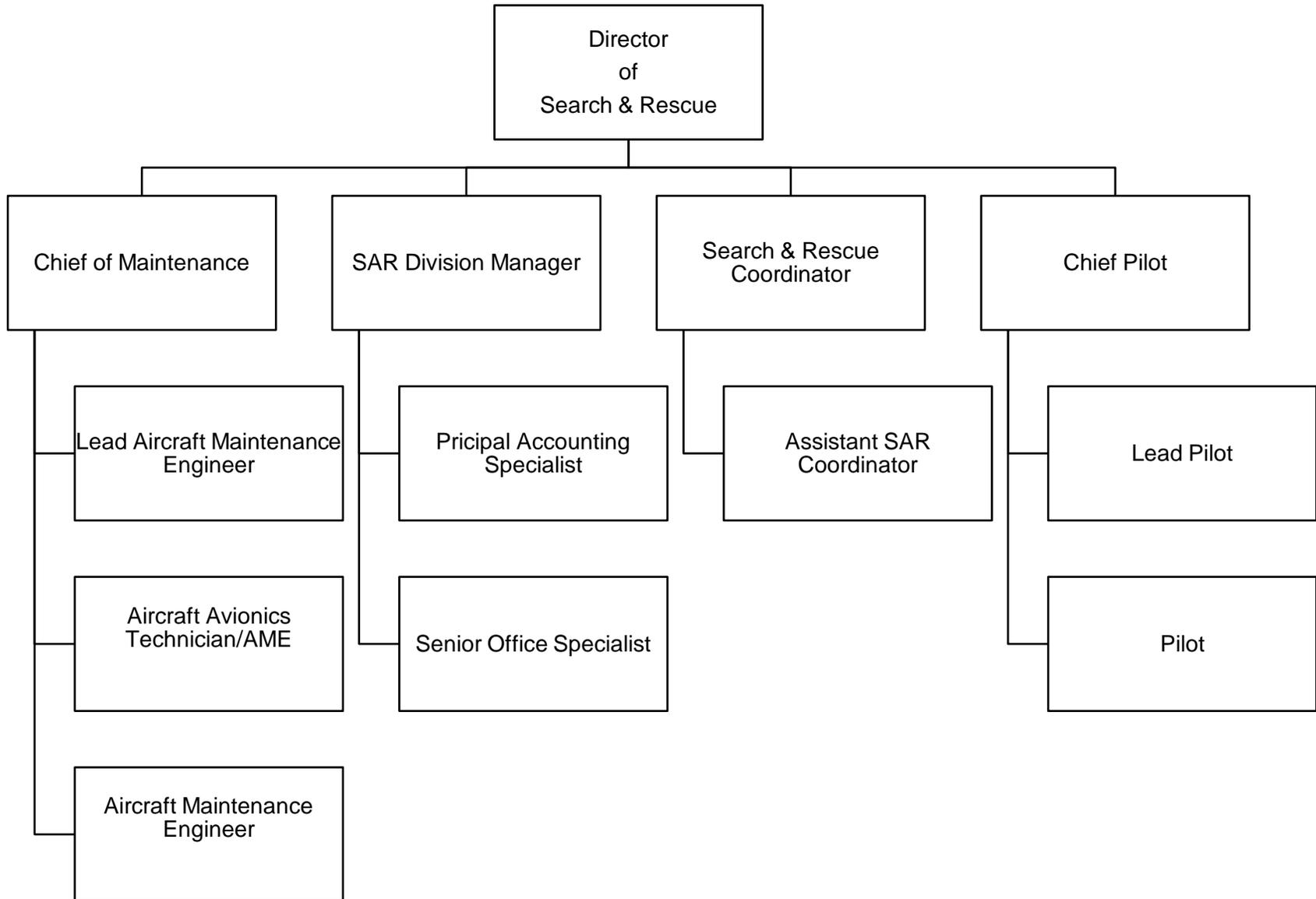
6. Develop and maintain a department safety program.

- Conduct bi-weekly meetings with flight, maintenance, and medevac personnel regarding protocol/procedure and current situations during crew transitions.
- Ensure a zero aircraft accident rate by providing the safest and the most efficient aircraft services available for the Borough.
- Maintain a department safety plan and personnel safety checklists to include flight, ground, facility, accident response, OSHA, and hazardous materials.
- Maintain safety inspections and safety audits of equipment, systems, and facilities that are critical to maintaining safe flight and ground operations.
- Maintain a drug and alcohol-testing program as outlined by federal law.

7. Assist village volunteer SAR organizations with professional development and support equipment.

- Visit village SAR organization quarter to assess training requirements, equipment, and facilities status.
 - Assist village volunteer SAR organizations in obtaining grant funds for SAR equipment.
- 8. Increase the capability of SAR to rescue NSB residents from life threatening situations by expanding the hoist and technical rescue crewmembers.**
- Recruit and train young talented Borough residents as helicopter rescue crewmembers.
 - Expand the training regimen; utilize existing hardware, and these individuals to more effectively execute rescue capabilities.
 - Develop this capacity with the goal of providing full rescue capabilities for all whaling activities.

**North Slope Borough
Department of Search & Rescue**



SEARCH & RESCUE
FY 2020-2021
Operating Budget Summary

Business Unit and Division	FTE FY20	FTE FY21	FY19-20 Total Budget	Personal Services	Contractual Services	Supplies	Equipment	Other	FY20-21 Total Budget	Change from Prior Year	% Change
4405 - SEARCH/RESCUE CENTRAL OFF	31	32	12,179,315	5,845,719	6,462,577	1,258,310	709,000	0	14,275,606	2,096,291	17.2%
Grand Total	31	32	12,179,315	5,845,719	6,462,577	1,258,310	709,000	0	14,275,606	2,096,291	17.2%

SEARCH & RESCUE

Department Total

Expenditure Type	Actual Year 2017-2018	Actual Year 2018-2019	Budget 2019-2020	Actual 6 months 2019-2020	Budget 2020-2021	Budget Variance	% Change
6100 Personal Services							
Total Permanent Wages	2,388,071	2,145,647	2,142,796	1,156,239	2,234,143	91,347	4.3%
Total Permanent Overtime Wages	1,270,208	1,199,657	1,294,993	665,355	1,330,320	35,327	2.7%
Total Temporary Wages	298,970	200,304	0	99,304	0	0	0.0%
Total Temporary Overtime Wages	123,365	46,859	0	7,434	0	0	0.0%
Total Benefits	2,594,803	2,538,429	2,131,429	957,486	2,281,256	149,827	7.0%
Total Personal Services	6,675,416	6,130,897	5,569,218	2,885,818	5,845,719	276,501	5.0%
6200 Contractual Services							
Total Communications	155,346	127,953	94,310	62,779	118,220	23,910	25.4%
Total Contributions & Municipal Support	2,000	0	0	0	0	0	0.0%
Total Maintenance Services	753,120	1,342,979	1,479,370	638,088	2,327,954	848,584	57.4%
Total Insurance & Bonding Reserves	2,228,049	1,422,776	1,950,660	1,396,983	2,427,358	476,698	24.4%
Total Professional Services	76,095	21,663	0	0	0	0	0.0%
Total Rents and Utilities	389,495	177,767	144,368	67,928	189,898	45,530	31.5%
Total Travel and Lodging	312,995	323,971	387,761	237,172	515,404	127,643	32.9%
Total Other Services & Expenses	635,487	543,020	1,116,235	395,492	883,743	(232,492)	(20.8)%
Total Contractual Services	4,552,588	3,960,128	5,172,704	2,798,442	6,462,577	1,289,873	24.9%
6500 Supplies							
Total Fuel	1,032,002	887,710	1,029,123	430,121	1,197,940	168,817	16.4%
Total Supplies-Buildings & Grounds	18,462	22,383	0	1,104	0	0	0.0%
Total Supplies-Non-Buildings & Grounds	119,770	165,196	35,870	38,552	60,370	24,500	68.3%
Total Supplies	1,170,234	1,075,289	1,064,993	469,776	1,258,310	193,317	18.2%
6700 Equipment & Replacement Parts							
Total New Equipment Under \$5,000	5,392	25,835	0	54,221	0	0	0.0%
Total Equipment & Parts Under \$5,000	194,956	192,433	112,400	60,819	209,000	96,600	85.9%
Total Equipment & Parts Over \$5,000	109,969	0	260,000	16,109	500,000	240,000	92.3%
Total Equipment & Replacement Parts	310,317	218,269	372,400	131,149	709,000	336,600	90.4%
Grand Total	12,708,555	11,384,583	12,179,315	6,285,185	14,275,606	2,096,291	17.2%

Search and Rescue

Central Office

4405

6100 Personal Services

	FTE	FTE	FTE	Position		Budget	Budget	Change	%
	FY 19	FY 20	FY 21	Range	# Months	FY 20	FY 21	Amount	Change
Director of Search and Rescue	1	1	1	42	12	187,275	194,766	7,491	4.0%
Chief of Maintenance	1	1	1	37	12	166,608	169,930	3,322	2.0%
Chief Pilot	1	1	1	37	12	139,022	142,324	3,302	2.4%
Search & Rescue Coordinator	1	1	1	33	12	114,374	118,014	3,640	3.2%
SAR Division Manager	1	1	1	32	12	123,578	109,798	(13,780)	(11.2%)
Lead Aircraft Maintenance Engineer	2	2	2	31	12	114,171	124,260	10,089	8.8%
Lead Pilot	2	2	2	30	12	115,430	118,353	2,923	2.5%
Aircraft Avionics Tech/AME	2	2	2	29	12	104,069	105,155	1,086	1.0%
Pilot	11	11	11	29	12	547,834	555,623	7,789	1.4%
Aircraft Maintenance Engineer	4	4	5	28	12	187,025	228,728	41,703	22.3%
Assistant Search & Rescue Coordinator	0	3	3	28	12	210,068	239,018	28,950	13.8%
Principal Accounting Specialist	1	1	1	25	12	73,145	67,568	(5,577)	(7.6%)
Senior Office Specialist	1	1	1	23	12	60,197	60,606	409	0.7%

6110 Permanent Wages

6111	Regular Wages	28	31	32		2,142,796	2,234,143	91,347	4.3%
6115	Overtime Wages					1,294,993	1,330,320	35,327	2.7%
Total Permanent Wages						3,437,789	3,564,463	126,674	3.7%

6130 Benefits

6131	Permanent Employee Benefits - 64%					2,131,429	2,281,256	149,827	7.0%
Total Benefits						2,131,429	2,281,256	149,827	7.0%

Total Personal Services						5,569,218	5,845,719	276,501	5.0%
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SEARCH/RESCUE CENTRAL OFF

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Object Account	Budget FY 2019-2020	Budget FY 2020-2021	Budget Year Variance	Budget Year Variance %
6100 Personal Services				
6110 Permanent Wages				
6111 - REGULAR WAGES-PERMANENT	2,142,796	2,234,143	91,347	4.3
Total Permanent Wages	2,142,796	2,234,143	91,347	4.3
6115 Permanent Overtime Wages				
6115 - OT WAGES-PERMANENT	1,294,993	1,330,320	35,327	2.7
Total Permanent Overtime Wages	1,294,993	1,330,320	35,327	2.7
6130 Benefits				
6131 - BENEFITS-PERMANENT	2,131,429	2,281,256	149,827	7.0
Total Benefits	2,131,429	2,281,256	149,827	7.0
Total Personal Services	5,569,218	5,845,719	276,501	5.0
6200 Contractual Services				
6210 Communications				
6215 - AIRLINE EXPRESS	20,000	20,000	0	0.0
6220 - PHONE/FAX/MODEM	15,480	15,480	0	0.0
6225 - POSTAGE	750	2,500	1,750	233.3
6229 - OTHER COMMUNICATIONS	58,080	80,240	22,160	38.2
Total Communications	94,310	118,220	23,910	25.4
6250 Maintenance Services				
6255 - AIRCRAFT MAINTENANCE	1,474,666	2,323,250	848,584	57.5
6265 - COPIER MAINTENANCE	4,704	4,704	0	0.0
Total Maintenance Services	1,479,370	2,327,954	848,584	57.4
6300 Insurance & Bonding Reserves				
6305 - INSURANCE & BONDING	1,950,660	2,427,358	476,698	24.4
Total Insurance & Bonding Reserves	1,950,660	2,427,358	476,698	24.4
6360 Rents & Utilities				
6365 - NONRESIDENTIAL LEASES	29,000	37,000	8,000	27.6
6370 - RESIDENTIAL LEASES	18,000	0	(18,000)	(100.0)
6375 - UTIL-ELECTRICITY	59,088	96,233	37,145	62.9
6376 - NATURAL GAS	29,964	42,140	12,176	40.6
6380 - WATER/SEWER	8,316	14,525	6,209	74.7
Total Rents and Utilities	144,368	189,898	45,530	31.5

SEARCH/RESCUE CENTRAL OFF

4405.*

Object Account	Budget FY 2019-2020	Budget FY 2020-2021	Budget Year Variance	Budget Year Variance %
6400 Travel & Lodging				
6402 - AIRFARE IN-STATE	106,200	257,180	150,980	142.2
6403 - AIRFARE OUT-OF-STATE	68,400	75,600	7,200	10.5
6410 - GROUND TRANSPORTATION	44,051	31,458	(12,593)	(28.6)
6415 - PER DIEM	52,710	42,510	(10,200)	(19.4)
6420 - LODGING	116,400	108,656	(7,744)	(6.7)
Total Travel and Lodging	387,761	515,404	127,643	32.9
6450 Other Services & Expenses				
6485 - TRAIN/TUITION/CONFERENCE	1,001,650	819,200	(182,450)	(18.2)
6490 - MEMBERSHIPS DUES/SUBS	110,235	59,950	(50,285)	(45.6)
6499 - MISC SERVICES & EXP	4,350	4,593	243	5.6
Total Other Services & Expenses	1,116,235	883,743	(232,492)	(20.8)
Total Contractual Services	5,172,704	6,462,577	1,289,873	24.9
6500 Supplies				
6510 Fuel				
6515 - AIRCRAFT FUEL	989,640	1,156,640	167,000	16.9
6530 - VEHICLE FUEL	39,483	41,300	1,817	4.6
Total Fuel	1,029,123	1,197,940	168,817	16.4
6600 Supplies-Non-Buildings & Grounds				
6615 - FOOD/WATER/COFFEE/CATER	21,370	21,370	0	0.0
6620 - HOUSEHOLD SUPPLIES	4,000	4,000	0	0.0
6650 - UNIFORMS/PROTECTIVE ITEMS	7,500	25,000	17,500	233.3
6699 - OTHER NON-BLDG SUPPLIES	3,000	10,000	7,000	233.3
Total Supplies-Non-Buildings & Grounds	35,870	60,370	24,500	68.3
Total Supplies	1,064,993	1,258,310	193,317	18.2
6700 Equipment & Replacement Parts				
6760 Replacement Parts Under \$5,000				
6765 - AIRCRAFT PARTS < \$5000	110,000	154,000	44,000	40.0
6795 - VEHICLE PARTS < \$5000	1,400	5,000	3,600	257.1
6799 - OTHER EQUIP PART <\$5000	1,000	50,000	49,000	4,900.0
Total Equipment & Parts Under \$5,000	112,400	209,000	96,600	85.9

SEARCH/RESCUE CENTRAL OFF

4405.*

Object Account	Budget FY 2019-2020	Budget FY 2020-2021	Budget Year Variance	Budget Year Variance %
6830 Equipment & Parts Over \$5,000				
6835 - AIRCRFT EQP/PART >\$5000	260,000	500,000	240,000	92.3
Total Equipment & Parts Over \$5,000	260,000	500,000	240,000	92.3
Total Equipment & Replacement Parts	372,400	709,000	336,600	90.4
Grand Total	12,179,315	14,275,606	2,096,291	17.2