

**Washington State Animal Response Team**  
**October 6<sup>th</sup>, 2021**  
**1900 – 21:00**  
**Via GTM**  
**Minutes**

In attendance: Gretchen McCallum, Jeff Dahl, Kimberly Taylor, Bill Daugaard, Leo Notenboom, Jeanette Whitmire, Josette Holden, Rory Kelleher, Julie Shipman

The meeting was called to order by Josette at 19:06

**Priority Discussion and Decision Items:**

**Treasurer:** *Gretchen/Ritz*

Financial Documents

Total donations deposited September 2021:  
\$5,747.08

YTD as of September 2021

Gross Profit: \$ 70,398.65  
Expenses: \$ 67,235.06

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2021: \$ 3,163.59	2021: \$ 230,151.45
2020: \$ -(4,288.84)	2020: \$ 224,213.73
2019: \$ -(3,329.59)	2019: \$ 241,000.02

**Committee Reports:**

**Merchandise** – *Diane Johnson*

September Sales \$ 21.30  
September Expenses \$ 7.70

**Fundraising** – *Michaela Eaves – not present*

November 5<sup>th</sup>, 2021, Fundraiser

Having weekly meetings and a script has been drafted. We have a list of auction items, and a video is under construction

**Technology and Communications** – *Leo Notenboom*

No updates

**Supply** – *Greta Cook – not present*

**Membership** – *Gretchen McCallum*

Membership Statistics

Membership: 159  
Base/Ops Support deployment eligible – 75  
Base Support deployment eligible – 3

Covid Vaccinations Verification

Members have been submitting and we only have one member who said they will not be providing verification

**Outreach**– *Position open*

Trailhead Outreach

With the loss of our two Outreach leaders, Kimberly has been brainstorming ideas to keep the program moving. She would like start representing WASART at trailheads, focusing on hiking safely with dogs and possibly having paw kits for sale. Jeanette will be assisting with this idea.

**Volunteer Management** – *Bill Daugaard*

Volunteer of the Quarter for 3<sup>rd</sup> Quarter

Kristie Olarti was nominated and elected.

**Sheltering** – *position open*

The committee has been working on revising the intake forms. We have reviewed three of the forms that Bill Vogel and Penny Drost presented and will review the requested revisions at our next meeting, hoping to have a majority of the forms ready to try out at the Annual Event.

Forms Currently Being Worked On

- Authorization to Shelter: Updated by Penny and Gretchen and reviewed by the group
- Cage Card and Daily Activity Log: Revised by Bill V. having the Cage Card and Activity Log on one form instead of two separate forms.
- Intake Form: Revised by Bill from a two-page document to a one-page document.
- Disposition Form: Penny has updated, and we will review at our next meeting

**Finance** – *Gretchen McCallum*

Bi-Annual Finance Committee Meeting – October 24, 2021

Ritz will send expenditures to the chairs so they can present their budgets at the meeting

**Technical Rescue – Jeff Dahl**

Jeff would like to reward new operators and technicians with a WASART T-shirt or \$15 credit towards the WASART store  
He will include the cost of the shirts in the TRT budget

Duty Officer/Call Coordinator Course

We need to plan another DO/CC training, so we have more call coordinators

Succession Planning

We need to write up “job” descriptions in the event someone is not available to continue filling their role.  
We also need to make sure others have access to documents, passwords, etc, pertaining to their roles.

**Water Rescue – Rory Kelleher**

We have a new raft and will unbox it at the October 16<sup>th</sup> joint TRT/Water Rescue meeting, possibly held at the Snoqualmie Summit

Rory talked to Rich Barton, King County Sheriff Marine Unit Sgt, about partnering with WASART.

**Board Member Reports**

***Josette Holden, President –***

Answering Service Activity  
September = 14

***Jeremy Kane, Vice President – not present***

***Jeanette Whitmire – Secretary***

Minutes accepted as presented

Reviewed action items

***Kimberly Taylor, Training Director***

Base & Ops

Cancelled September 18<sup>th</sup> training due to the weather

Kimberly will work on rescheduling the venue and participants, but we may not be able to do it this year

Annual Exercise – October 22<sup>nd</sup> & 23<sup>rd</sup>

We will be doing set up Friday October 22<sup>nd</sup> and the event on Saturday September 23<sup>rd</sup>

***Bill Daugaard, Past President***

YTD Metrics presented; with no September deployments, we are on track for the fewest deployments since 2014. On the other hand, we are progressing toward an all-time high in membership.

**Public Relations – Michaela Eaves – not present**

FB likes:  
Twitter Followers:  
Instagram:  
YouTube Subscribers:

**Advising Specialists**

**Jeff Dahl:**

**Julie Shipman:**

Wenatchee Rotary Club Presentation

Julie & Michaela did the presentation which was well received

**Rory Kelleher:**

**Unfinished Business:**

Status of training schedule for KCOEM

2022 training calendar has been completed and Kimberly is just waiting for confirmation from the Veters & KCOEM. Bill will submit, along with the other committee schedules, to KCOEM in December.

Status of D4H vs GearLog

Discussion postponed until next month when Gretchen is present

**New Business**

Nominate Prospective TL's

- Kelly Thomas
- Kimberly Taylor
- Mike Cook
- Molly Dols
- Kristie Olarti

The Board voted and approved the 5 nominees. Josette will contact them to inform them of their nominations and that they need to complete ICS 300.

Proposed Changes of Bylaws Committee

Revision W to the Bylaws were reviewed by the committee and approved

Appoint Policy Review Committee

Bill will continue to take care of revisions needed

**Moved to adjourn at 20:46**