

**Washington State Animal Response Team**  
**January 4<sup>th</sup> 2023**  
**1900 – 21:00**  
**Via Zoom**  
**Minutes**

In attendance: Leo Notenboom, Greta Cook, Bill Daugaard, Jeff Dahl, Kimberly Taylor, Jeanette Whitmire, Josette Holden, Jennifer O'Neal, Rory Kelleher

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

**Priority Discussion and Decision Items:**

**Treasurer:** *Gretchen McCallum – not present*

Total donations deposited December: \$13,765.49

- \$2,500 from new donor, PMA Consultants, LLC of Ann Arbor, MI
- \$1,500 from deployment owner Ilene Johnson (Smokey deployment, November 27-28, 2022)
- \$500 from new donor, Evergreen Cares Foundation
- \$100 from new donor, Tina Rempel 'in memory of Smokey'
- \$500 'in honor of [current donor]
- \$250 from property owner/RP Liz Brown (Lobo deployment of 12/10/2022)
- \$500 from new donor Dawna Nielsen (likely Lobo deployment)
- \$100 from new donor Lake WA Saddle Club (Stewie deployment of 9/5/2022)
- \$2,400 from multiple donors for GivingTuesday 11/29/2022
- Remainder from multiple donors

Financial Review:

Jennifer O'Neal and Laura Stock reviewed WASART's financial records on January 2, 2023, and the following is an excerpt from their report:

"After today's review of deposits, expenses and records for the 2022 fiscal year, January through December 2022, we have determined there is proper support and documentation for the recorded transactions according to proper accounting

policies and procedures. The backup documentation is well organized and complete

We enquired about backup procedures and were informed there were still four physical external backup copies kept in Gretchen McCallum's and Ritz Duchesne's custody. These backups are more than adequate to protect the organization's financial data. The procedure to transfer data between the Treasurer (Gretchen McCallum) and Accounts Payable (Ritz Duchesne) was nicely redundant to prevent data loss in the event of corruption or computer malfunction".

YTD as of December 2022

Gross Profit: \$ 138,190.59  
Expenses: \$ 80,403.46

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2022: \$53,065.70	2023: \$ 302,453.20
2021: \$15,813.90	2022: \$ 243,740.97

**Committee Reports:**

**Merchandise** – *Diane Johnson – not present*  
December Sales \$ 355  
December Expenses \$ 0

**Fundraising** – *Vacant*

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

LastPass

A breach was reported around August and Leo would like to move away from them. He asked everyone who has access how many characters their master password is, because passwords less than 12 characters means there is a small chance we could be compromised.

Our subscription for LastPass renews at end of February. Two highly rated alternatives are Bitwarden and 1Password. Leo is leaning towards 1Password so members can have a personal vault along with the organization vault.

**Supply** – *Greta Cook*

### Storage Unit Access

The storage unit has a gate with a padlock. Greta was able to get access so she can use it in the event there is an issue with the automated gates. The manager does not want her to share the code.

### **Membership** – *Gretchen McCallum*

#### Membership Statistics

Membership: 145

Base/Ops Support deployment eligible: 69

Base Support deployment eligible: 1

### **Volunteer Management** – *Bill Daugaard*

No updates

### **Sheltering** – *Jeanette Whitmire*

#### Pierce County Extreme Weather Guide

Wyatt Godfrey with Pierce County Emergency Management has included us with the planning for their Extreme Weather Temporary Emergency Sheltering Annex guide and asked us to review the draft. Jeanette and Greta worked on it together and sent it back to Wyatt last Friday.

#### Amazon Wish List

We have an Amazon Wish List set up that we can add items to if we want to start promoting it for donated supplies.

#### Western Washington Hound Association (WWHA)

There will be a 10-day dog show with over 30 specialty clubs at the Enumclaw Expo Center in August. Katie Campbell, Director of WWHA and VP of Seattle Kennel Club has asked us to display the AKC trailer on Thursday August 17<sup>th</sup>. They will be celebrating their 100<sup>th</sup> trailer they have donated and would like us to talk about instances when we have deployed the trailer.

Katie would also like to know which supplies that came with the trailer, have been useful, and what we have needed to add.

#### Universal Scanners for TRT Use

The sheltering team has agreed to let TRT keep two of the four scanners in their vehicles. If Sheltering has a deployment, they will pull them out of the vehicles.

### **Finance** – *Gretchen McCallum* – *not present*

### **Technical Rescue** – *Jeff Dahl*

#### REI Donated Money

Jeff is waiting to find out if they are willing to let us use the money for upcoming purchases.

One thing we want is a basic set up of supplies for packouts that we would store, ideally, along the I-90 corridor since that's such a popular hiking area with a lot of callouts, plus we have multiple ESAR members that live in that area.

We would also like to use that money to start rewarding participation for trainings, deployments, or becoming operator qualified. One idea would be a specially designed shirt that is earned after attending a certain number of deployments and trainings for the year.

#### Fuel Reimbursement

Deferred conversation to next meeting when Gretchen is present.

#### Supplemental Training

Selective invites were sent to those who have been frequent participants of trainings and deployments. This training is specific for those with the most experience to get them comfortable with all the operator test knowledge and improve operator awareness level, such as setting up the system, raising, lowering etc.

### **Water Rescue** – *Rory Kelleher*

We have a new piece of equipment – The Häst (Becker) Horse Water Rescue Harness and now just need to find a place to store it.

#### First Water Rescue

We had a call out for our first water rescue on December 10<sup>th</sup> for a dog stuck across the Wallace River in Sultan. The reporting party noticed the dog knee deep on the far side of the river, with a high embankment and thick blackberry bushes. When the team arrived, they evaluated the river and came up with a plan. WRT inflated the raft and carried it 100 feet down the river and Rory had a safety briefing with TRT. Four members got in the raft, went to the far side, then Sara and Chris got out and lowered the raft down the river on a rope. The dog was reluctant to be touched so they used webbing and a catch pole to get him in the boat. Once getting back to shore, a life jacket was put on the dog and he was assisted getting up the hill. The property owners brought him to their house for the night and posted the dog on a local FB group. The next morning the dog's owner contacted them.

The property owners have agreed to let us use their property for training.

Snohomish County Swiftwater Cross Training  
Rory would like to contact SCVSAR about doing some cross training.

He would also like our members to take the SSI class for more experience.

## **Board Member Reports**

### ***Josette Holden, President –***

Answering Service Activity  
December = 22

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

***Jeanette Whitmire – Secretary –***  
Minutes of November BOD meeting– M/S/P as presented.

Reviewed action items.

### ***Kimberly Taylor, Training Director***

#### February 11<sup>th</sup> Open House

Lynn will set up the advertising and Michaela will lead.

#### Horse Health Expo January 21<sup>st</sup>

WASART has been asked to attend the 2023 Tacoma Equine Hospital Horse Health Expo in Lakewood. With Michaela giving a presentation, they have offered us a free exhibitor table to talk about the work we do. Jeanette and Kimberly will be taking care of the booth.

### **Bill Daugaard, Past President**

YTD Metrics presented.

#### Reimbursement for Out of State Responders

This is the response Amy Albritton received back from the Assistant Attorney General regarding volunteers from other states being able to assist on our deployments:

Counties are legally permitted to register emergency workers who aren't Washington residents.

The relevant statutes in chapter 38.52 RCW don't establish any specific standards or qualifications for

emergency workers. An “emergency worker” is simply defined as (among other things) anyone “who is registered with a local emergency management organization or [EMD] and holds an identification card issued by the local emergency management director or the [EMD] for the purpose of engaging in authorized emergency management activities....” RCW 38.52.010(17). And the Legislature has broadly left it up to the Military Department to set the rules establishing when an emergency worker is on duty and how a worker is registered. See RCW 38.52.310 (“The department shall establish by rule and regulation various classes of emergency workers, the scope of the duties of each class, and the conditions under which said workers shall be deemed to be on duty and covered by the provisions of this chapter. The department shall also adopt rules and regulations prescribing the manner in which emergency workers of each class are to be registered.”)

The Department has spelled out those criteria in chapter 118-04 WAC. The only provisions of the rules specifically on point here are at WAC 118-04-080(1): “Emergency workers shall register in their jurisdiction of residence or in the jurisdiction where their volunteer organization is headquartered by completing and filing an emergency worker registration card, Form EMD-024 or equivalent, with the local emergency management agency.” (Emphasis added.) No language in the WAC expressly precludes a resident of another state from registering as an emergency worker.

Given this, I think it's clear that residents of other states (such as Oregon and Idaho) who are members of a volunteer organization located within Washington may register as emergency workers in the counties in which the organization is headquartered.

As we discussed, however, although it appears that non-residents are eligible to be registered as emergency workers, the current rules that do not squarely set out a process for them to file personal injury or property claims. For example, WAC 118-04-320(3) provides that, “[f]or missions occurring outside an injured person’s jurisdiction of residence, the claimant may file the claim *with the local agency in the jurisdiction of residence*, provided that the local emergency management agency director in the injured person’s jurisdiction of residence coordinates the claim with the local emergency management agency director in the jurisdiction where the mission occurred.” See *also* WAC 118-04-340(3) (property damage

claims); WAC 118-04-360(3) (travel reimbursement). Strictly speaking, this would appear to prevent a non-resident from filing claims. In practice, though, I'd suspect that out-of-state emergency workers would file claims in the county in which they're registered (namely, where the volunteer organizations are headquartered.) But having said that, it probably would be helpful if EMD were to revise the rules or, at the very least, issue guidance clarifying where non-resident emergency workers should file claims.

### **Public Relations – *Michaela Eaves***

FB likes: 14,195  
Twitter Followers: 469  
Instagram: 625  
YouTube Subscribers: 261

### **Advising Specialists**

**Julie Shipman:**

**Jennifer O'Neal:**

No updates

### **Unfinished Business:**

### **New Business:**

#### Drop Box Maintenance for Forms

The Policies and Procedures file now has the most current forms added and the spreadsheet is up to date

### **Good of the Order**

**Moved to adjourn at 20:02**