

Washington State Animal Response Team
March 1st 2023
1900 – 21:00
Via Zoom
Minutes

In attendance: Leo Notenboom, Greta Cook, Jeff Dahl, Kimberly Taylor, Jennifer O'Neal, Julie Shipman, Josette Holden, Gretchen McCallum

The meeting was called to order by Josette at 19:03

Priority Discussion and Decision Items:

Treasurer: *Gretchen McCallum*

Total donations deposited February: \$3,399.74

General Account Fraudulent Checks

July 2022 our checking account compromised with fraudulent checks totaling \$16,000. We got the money back but had to close the account and open a new one. Gretchen was recently contacted by a detective out of Cleveland Ohio because another fraud check was found in Tennessee for \$780 at a clothing store. It was on our old bank account number. The detective is working with detectives from the US Postal Office on a largescale check writing scheme ring on the eastern seaboard, who have so far affected 150 victims at over \$750,000.

YTD as of February 2023

Gross Profit: \$ 13,040.59
Expenses: \$ 15,081.81

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2023: -\$2,041.22	2023: \$ 300,610.20
2022: \$5,389.44	2022: \$ 249,851.86

Committee Reports:

Merchandise – *Diane Johnson – not present*

February Sales \$
February Expenses \$

Fundraising – *Vacant*

Technology and Communications – *Leo Notenboom*

No updates

Supply – *Greta Cook*

Tires for WASART 3

The contact Gabe has been working with hasn't been able to get us a donation. It will be just over \$1500 for the tires we want, and we will be purchasing within the next couple of days. Greta also had to replaced one of the spare tires for the panel trailer and has ordered tire covers for all the spare tires.

Expo Boneyard Construction

They are hoping to have it done by the end of this month but may not be until the end of April. We were told we could move our vehicles back in, so Kimberly and Greta did that over the weekend.

Storage Unit Break In

Last month there was a break in at the storage unit. They now have a security company patrolling between 11 and 5.

Outreach – Greta, Kristi, Kimberly, Jeanette

Roll up Banners

Greta found the missing banners in the back of WASART 3. All 3 banners are now labeled and at the storage unit.

Donor/Stakeholder/Partner Letter Envelopes

Greta got envelopes that match the letterhead and have them available for outreach and deployments.

Donation QR codes

We now have them for our Website, Venmo and Paypal and are available for scanning.

Events Worksheet

We have been putting together a list of past and current events so we can track those resources all in one place.

Puget Sound Wildcare – Resource

Jeanette contacted Dr. Jan White regarding the status of their license. They do have their license, which covers mammals, reptiles, amphibians and non-migratory birds. They are waiting on their application for their federal permit for migratory

birds and expect to have it within the next couple months.

Dr. White was familiar with WASART and asked about utilizing our equipment in helping them with wildlife in "trouble", such as a deer recently, that had been trapped in the water under some netting. We do not allow our equipment to be used by anyone other than WASART and possibly may not be able to help unless the animal is anesthetized, but it's worth considering. Bill Daugaard has been asked to contact the state to see if we would be covered then we will discuss further.

Update: Bill contacted Jason at KCOEM and he does not think we would be able to get a DEM to deploy for wildlife. Jeanette has let Dr White know the current status and promised to keep her updated if anything changes.

Membership – Gretchen McCallum

Membership Statistics

Membership: 120

Base/Ops Support deployment eligible: 68

32 members did not rejoin in 2023

18 filed membership applications but did not follow thru.

Volunteer Management – Bill Daugaard – not present

No updates

Sheltering – Jeanette Whitmire

February 18th Work Party

We were able to have both AKC trailers together and undercover, while doing inventory, which made it much easier to make sure we had the appropriate inventory and amount of inventory needed in each trailer and tote.

AKC Roof Vents

Both roof vents had fractures and holes, so Greta has ordered replacements and we also now have covers.

AKC Trailer Updates in Gearlog

Jeanette has been updating the AKC 4 & AKC 5 inventory lists so that they not only match, but we have an idea how many of each item should be in each tote and vehicle. Up until now, we have only worked on one trailer at a time and not determined what a quantity may be needed of every item, so

the plan is to make everything more uniform and easier to do inventory.

Next Work Party

Before bringing AKC 5 back to Snohomish we want to finish working on the trailers. Greta can reserve one of the covered arenas in March and has reserved the building again for April.

Finance – Gretchen McCallum – left the meeting

Technical Rescue – Jeff Dahl

Fuel reimbursements – postponed to the next meeting when Gretchen is present.

GM Modifications – postponed to the next meeting when Gretchen is present.

Introduction to Rigging Basics Class – June 3rd

Jeff is working on an introduction. And invitation. RFR August 19th-24th – still need to find a place to do it.

Training invite for operators in training and five have signed up so far for Sunday

Whitman County Sheriff's Posse

The Sheriff Deputy contacted us because they just got a grant for \$6000-7000 to buy rescue gear and get training. Jeff sent him a list of the gear he may need, and they discussed doing some training in the future.

Water Rescue – Rory Kelleher – not present

Board Member Reports

Josette Holden, President –

Answering Service Activity

February = 8

Jeremy Kane, Vice President – not present

Status of Insurance Provider Research

Kimberly and Bill have struggled with the personnel at HUB and thinks we need to work on finding a new provider. Jennifer is going to talk to her business insurance carrier for suggestions.

Jeanette Whitmire – Secretary

Minutes of November BOD meeting– M/S/P as presented.

There was a discussion regarding whether to keep “hard” copies of the forms that will be “fillable” on the website. Leo explained that the forms can be updated online and do not need to have an excel or word document for updating.
Reviewed action items.

Kimberly Taylor, Training Director

March 5th Base & Ops Training

Only 5 students registered, which wasn't enough to hold the class. Kimberly will hold a zoom meeting instead on Sunday to get people started with their training.

Transport Training

April 16th at the Expo Parking lot

Policy 3 Updates

Greta and Kimberly have been working on updating it and will write up a summary of the changes to present to the Board.

Bill Daugaard, Past President – not present

YTD Metrics presented.

Public Relations – Michaela Eaves

FB likes: 14,265
Twitter Followers: 463
Instagram: 632
YouTube Subscribers: 263

Advising Specialists

Julie Shipman:

No updates

Jennifer O'Neal:

Seattle Police Mounted Patrol

Jennifer has a client who is the sister-in-law of the Seattle Chief of Police and knows the Captain of the Mounted Patrol Units, who stable their horses in West Seattle. She gave Jennifer contact information. Jennifer will contact Gretchen and Michaela to discuss if we want to try to start a relationship. Some of the opportunities for a relationship might be training, access to a training facility, animals to work with and exposure for WASART.

Unfinished Business:

Forms Template

Bill created a style guide several years ago, that gives all the specifications to put together a professional document that is uniform with all other WASART documents. It is called Operating Procedure No 2 WASART Style Handbook and can be found in Dropbox under the Policies and Procedures folder.

Greta will send out a template to show the basics of what we are looking for when creating and updating documents.

New Business:

March General Membership Meeting

Josette will follow up with Jeremy on a date for the March meeting.

Decision about 2023 Insurance Provider

Josette will follow up with Jeremy on the status.

Letterhead Updates

The Board reviewed the suggestions that Greta drafted, and the decision was to delete everything on the left hand side, leaving a completely blank page other than the logo and swoosh at the top and the footer.

Moved to adjourn at 21:50