

Washington State Animal Response Team
July 5th, 2023
1900 – 21:00
Via Zoom
Minutes

In attendance: Leo Notenboom, Kimberly Taylor, Gretchen McCallum, Diane Johnson, Josette Holden, Julie Shipman, Rory Kelleher, Bill Daugaard, Jennifer O’Neal, Michaela Eaves, Jeanette Whitmire, Jeff Dahl, Jeremy Kane

The meeting was called to order by Josette at 19:07

Priority Discussion and Decision Items:

Policy 2, Revision N

Section 8.2.2 Reimbursement by Washington State
Jeanette reviewed her proposed changes with the Board. With the additional changes recommended by the Board, Section 8.2.2 was approved.

Section 8.1 Reimbursement of Operating and Other Incidental Expenses

Bill moved to revise Section 8.1 to incorporate the wording of Section 8.1 of Revision M. His motion was amended to add that reimbursement for incidental fuel expenses be added as a reimbursable expense. M/S/P to adopt the amendment. M/S/P to revise Section 8.1 as amended.

Form A-013 Update to Include Fuel

Greta and Kimberly will include the information on the new Reimbursement Request Form (created for fuel reimbursements) onto Form A-013. We will then be able to use Form A-013 for both fuel and other incidental reimbursements.

Treasurer: *Gretchen McCallum*

Total donations deposited June: \$1,377.45

YTD as of June 2023

Gross Profit: \$ 44,831.23

Expenses: \$ 47,723.18

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
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2023: \$-2,891.95	2023: \$ 299,542.69
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2022: \$-8,026.74	2022: \$ 236,448.31
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Committee Reports:

Merchandise – Diane Johnson

June Sales \$ 425

June Expenses \$ 17.15

Fundraising – Vacant

No updates

Information & Communications Technology –

Leo Notenboom –

WASART2: (Isuzu box van, Taylor’s Landing)

PowerWerx radio available for use in the box. Not yet mounted or programmed.

Antenna proposal: Rather than mounting something permanently to the box van, we get this:

<https://n9taxlabs.com/shop/ols/products/dual-band-2m-70cm-standard-antenna> (roll-up dual-band jpole), mount it inside a 1” PVC tube with a hook so that it can be hung from a nearby tree or other tall object. Possibly could use a snap-on tool holder or two (e.g. <https://amzn.to/3hZOfsH>) attached to the outside of the vehicle to snap the antenna in place during a deployment when there’s no convenient hanging location.

Radio proposal: mount the PowerWerx at the door-end of the box van, underneath a shelf.

Significantly easier to access when in use, and still out of the way.

WASART1 (new water rescue van)

Planning on hand-held radios, and longer term, a mobile installation along the lines of what’s described above for WASART2.

Cabling for in-vehicle console radio antenna ordered (and delivered to Rory). External antenna for the rear radio (and for the WASART2 rear radio) ordered. Rory will be donating his old Alinco DR-638 for the rear radio in WASART1.

I-90 TRT Storage

Planning on hand-held radios: Have NOT come up with a viable reseller that might offer SAR or

NonProfit discounts. Might be going retail for this. Attempts to contact ESAR contact have gone un-responded-to.

Training

Every training and (almost) every deployment should be considered an opportunity to use, practice, and become more comfortable with radios. GroupMe videos to be created.

InReach

We still want to add video training to the website.

Supply – Greta Cook – not present

- All the vehicles have the 23-24 insurance cards in place.
- Working on ongoing general vehicle maintenance.

Outreach – Greta, Kristie, Kimberly, Jeanette

No updates

Membership – Gretchen McCallum

Membership Statistics - Julie Shipman/Gretchen McCallum

Membership: 131

Base/Ops Support deployment eligible: 70

Volunteer Management – Bill Daugaard

2023 Annual Picnic

The picnic is planned for September 30th at Lake Sammamish or the Kent VF Hall.

Sheltering – Vacant

SHAC is meeting on July 12th to discuss possible activation needs for wildfires.

Finance – Gretchen McCallum

Technical Rescue – Jeff Dahl

Responders Showing up before Rescue Equipment:

Due to the awkwardness of responders that may arrive before the Rescue Equipment Vehicle, thus appearing “inactive, we have a new policy in place.

The plan is now for the rescue equipment vehicle to first meet up with the responders at a designated staging area and then for all responders to convoy to the RP’s location. Therefore, CC-DOs will need

to include the following procedure in their deployment windup before authorizing responders to depart for the RP’s location:

1. Review the RP’s location for a close-by store, parking lot, open area, county or state park, etc., that has enough parking available at which all responders will meet while awaiting the arrival of the rescue equipment vehicle. If nothing suitable is available, parking on the side of a road away from the RP’s location is the last choice. Use *Google Earth or other similar mapping program to find such a staging location. If the most suitable staging area is in the parking lot of a mom-and-pop store, for instance, it would be courteous to call the store and ask if temporarily using their parking lot for 4-6 vehicles would be permissible. Explain the reason for the request.
2. Include the staging location in the deployment-specific GroupMe that is distributed to all responders and advise responders to await the arrival of the rescue equipment vehicle.
3. Post the names of all responders as a single posting into the deployment-specific GroupMe. This is so the STL and the driver of the rescue equipment vehicle know the number and names of waiting responders.
4. The process described in paragraph 1-3 above is also to be utilized when a team is being deployed into a location where cell phone reception is known, or suspected, to be limited or nonexistent.

Gretchen will advise the DO-CC members of the above addition to the deployment process.

Charity Navigator Organization Mission

There currently is not a Mission Statement listed. Michaela, Gretchen and Leo will work on adding one.

Technical Water Rescue – Rory Kelleher

TWRT Operational Guideline – Draft Review

Review has been deferred to the interim July 17th meeting.

Board Member Reports

Josette Holden, President –

Answering Service Activity

June = 15

Jeremy Kane, Vice President –

2023 Insurance Provider Update – deferred to August meeting.

Jeanette Whitmire – Secretary

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

Action item review

Kimberly Taylor, Training Director

Bill Daugaard, Past President –

YTD Metrics presented.

Public Relations – *Michaela Eaves –*

FB likes: 14,492

Twitter Followers: 458

Instagram: 656

YouTube Subscribers: 268

Advising Specialists

Julie Shipman:

Jennifer O’Neal:

Unfinished Business:

Meeting July 17th 7pm

We will be holding an interim BOD meeting to review and approve some lingering items:

- 2021 Annual Report
- TWRT Document
- Appointment of Election Committee Members
- M/S/P of June BOD Minutes

July 17th Meeting updates

- 2021 Annual Report
The Board reviewed the Annual Report with some suggested changes that Michaela will make.

- Appointment of Election Committee Members

Gretchen has emailed a few members she thought would be great to work on this committee. We still need to find more volunteers so will need to send out an email to all members.

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

New Business:

Moved to adjourn at 21:00