

Washington State Animal Response Team
September 6, 2023
1900 – 21:00
Via Zoom
Minutes

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

The meeting was called to order by at 19:00

Priority Discussion and Decision Items:

Treasurer: Gretchen McCallum

Total donations deposited August: \$14,617.80
This includes the annual \$10,000 donation from the Jasper Family Foundation, of whom its daughter, Leigh Jasper Mackey, is a former WASART member. To date they've donated \$60,000.

YTD as of August 2023

Gross Profit: \$ 64,081.28
Expenses: \$ 67,239.67

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2023: \$ -3,158.39	2023: \$ 307,073.58
2022: \$ 41,198.69	2022: \$ 285,709.77

Committee Reports:

Merchandise – Diane Johnson
August Sales \$ 39.10
August Expenses \$ 1784.97

Fundraising – Vacant

Information & Communications Technology – Leo Notenboom

Supply – Greta Cook –

Updated Documents

- The Vehicles Specification Document has been updated and will be added to drop box.
- The Equipment Access Guide is updated except for a couple minor things that Greta is working with Rory on.

Maintenance

We will be doing inventory maintenance next month.

Outreach – Greta, Kristie, Kimberly, Jeanette

Upcoming Events

October 7th Jeanette and Kimberly will be attending the Harvest Festival put on by the City of Fife. WASART will be participating in their emergency preparedness section.

Membership – Gretchen McCallum

Membership Statistics - Julie Shipman/Gretchen McCallum

Membership: 140

Base/Ops Support deployment eligible: 69

Volunteer Management – Bill Daugaard

Contributors of the Quarter for 2nd Quarter

Because we are late voting for the 2nd quarter contributors, we will combine 2nd and 3rd quarter, calling it Spring & Summer Contributors.

The Board elected as the Spring and Summer Contributors: Lynn Snow, Kristie Olarti, Leo Notenboom and ESAR, for being great partners.

Sheltering – Vacant

No updates

Finance – Gretchen McCallum

Oct 15th Semi Annual Finance Meeting

It will be at 10am via Zoom. The deadline for submitting receipts is the end of September. Outstanding fuel receipts need to get to Ritz ASAP.

Technical Rescue – Jeff Dahl

Rigging for Rescue Course 8/19/23-8/23/23

The following ten people took the course: Angela Sorkin, Melissa Romeo, John Marra, Jing Liu, Lenore Marentette, Zach Colburn, Noah Bernays, Kristie Olarti, Lynn Snow, Chris Gan

Upcoming Trainings

- Sept 9th – Base & Ops
- Sept 16th - Light Systems Training at Issaquah rock
- Sept 23rd – Rigging basics at Marymoor Park
- October 21st - Heavy Systems Training in Ravensdale
- October 29th – TRT Highlines Supplemental Training

Training for Whitman County Sheriff's Posse

Deputy Sheriff Jim Pellisier, co-captain of the Whitman County Sheriff's Posse, contacted Jeff about doing a training with us along with getting a list of equipment they need to start with.

Jeff will have Deputy Pellisier and possibly other members of the posse come over in October for a training.

Jeff will talk to Deputy Pellisier about joining WASART so he can be in the TRT discussions.

Ongoing Supplemental Trainings

Jeff will continue with supplemental trainings once a month and Noah and Zach will start scheduling trainings also.

Earned Shirts

Three members have received the first "earned" shirts

Retirement Dates for Gear

Jeff is working on adding retirement dates for webbing, cordage, prusiks and ropes, into Gearlog. He is using specific serial numbers for this gear to make it easier to identify what has a retirement date. He and Kristie are also working on labeling the gear with the serial numbers.

This will help in identifying where gear that has been used needs to go back to and it will help with budgeting.

Technical Water Rescue – Rory Kelleher

Cancelled training for this weekend due to lack of attendance.

Board Member Reports

Josette Holden, President –

Answering Service Activity
August = 17

Jeremy Kane, Vice President – not present

Josette contacted Jeremy several months ago regarding his meeting attendance. He was given some options to come to the Board with an action plan or he could submit his resignation to the Secretary. Otherwise, the Board could vote to remove him from the Board. Josette gave him a deadline of the next Board meeting. Jeremy said he would work on it and after multiple attempts, Josette was unable to get any follow up. Josette checked his attendance, and he has been to less than 50% of the meetings.

Per Policy No 1: By-Laws, Officers shall attend a minimum of 50% of the scheduled WASART Board of Director meetings during each year of his or her term.

Gretchen made a motion that Jeremy be removed from his position, Rory seconded and everyone voted yah.

The Board now needs to appoint a replacement, which will run until the end of the term. Bill will write up a description of the position and see which members are interested.

Josette will notify Jeremy of the Boards decision.

Jeanette Whitmire – Secretary

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

Action item review

Kimberly Taylor, Training Director

Base & Ops September 9th

Base and Ops was held at Foothills Veterinary with 10 new members attending. This was the best response for people doing the on-line quiz.

Emergency Animal Shelter Training

EAS was cancelled in May so EAS will be combined with the annual exercise. Greta and Kimberly are working on the advertising.

Gretchen has requested the Training Committee discuss allowing members that deploy nationally to be credentialed in sheltering, instead of just recertified.

Bill Daugaard, Past President –

YTD Metrics presented

Volunteer Picnic Update

September 30th from 1-4 at Lake Sammamish State Park

Officers Election Update

The Elections Committee (Lenore Marentette, Ben Marwick and Kelsey Diller) have done an excellent job of recruiting good candidates for President and Secretary and are handling the details of running the election very well.

Status of Policy 2, Revision N

The following sections we have been working on are now complete:

- Section 8.2.2 Reimbursement by WA State
- Section 9.1 Reimbursement of Operating and Other Incidental Expenses
- Section 7.1 Tentative Calendar of Events and Tasks

Bill will send out the finalized Revision N

Additional Changes

Jeff has requested a few other changes. Bill asked that these wait until Revision P.

- 7.2 Meetings
Change the word “will” under the 2nd bullet point regarding summer and winter social to the word “may”.
- 7.5.4 Public Relations Committee
Remove the sentence that a member of the public relations committee be present at all deployments, trainings and exercises.

Jeff also requested that we start sending out the Board minutes to the entire organization, along with posting on the website. Jeanette talked to Leo and he will start taking care of that.

Public Relations – Michaela Eaves – not present

FB likes: 15,175

Instagram: 685

YouTube Subscribers: 273

Advising Specialists

Julie Shipman:

Jennifer **O’Neal**: not present

Unfinished Business:

OneCallNow Issues

Tabled until the October meeting because Gretchen dropped off the call.

Global SAR Philanthropy Project

Tabled until the October meeting because Gretchen dropped off the call.

Report from SHAC on Maintaining 2 AKC Trailers

We will keep both trailers but rather than have duplicate inventory in each trailer, one will have the inventory needed for an initial call out of 25 or fewer animals and the second trailer will have backup supplies, such as kennels, which take up a lot of room. Also, both trailers will now be stored down South.

TWRT Document Update

We still need to review this document when the appropriate people are present.

New Position – Documentarian

Penny Drost has agreed to take over the task of updating, maintaining and creating WASART Policies, Operating Procedures and Guidelines.

Do we need to create an official position for this role? If so, will it be a Board position? What is the role – is it a board position? Do we need to create an official position for this task.

Bill & Penny will create an outline of what the position would look like and we will invite her to the next Board meeting.

Policy 4 Field Euthanasia

King County requires us to generate a procedure to get approval for the policy waiver that volunteers cannot carry firearms.

We submitted the policy revision to them and they ran it through the County Executive’s office.

They said we need to generate a specific procedure, so we created Operating Procedure 8. Once that is approved by KCOEM we can update Policy 4.

We need to remember this will only cover us in King County.

2021 Annual Report - Status

Postponed until appropriate members are present

2022 Annual Report - Status

Postponed until appropriate members are present

New Business:

Moved to adjourn at 21:05