

Washington State Animal Response Team
January 3rd, 2024
19:00 – 21:00
Via Zoom
Minutes

In attendance: Jeff Dahl, Kimberly Taylor, Gretchen McCallum, Lynn Snow, Julie Shipman, Noah Bernays, Leo Notenboom, Rory Kelleher, Diane Johnson, Bill Daugaard

The meeting was called to order at 19:08.

Priority Discussion and Decision Items:

VP Action Plan

John Marra was extended an invitation to be VP, but after careful consideration, he declined the position. The Board decided to open the position to the membership—Lynn will send an email to that effect, requesting responses within 10 days.

TWRT Guidelines Review

- All positions below “STL TWRT” will be removed from the ICS chart in Section 5 of “Water Rescue Operations Guideline_v3”.
- The banner on the document contains an outdated URL and needs to be updated.
- Another draft of the document will be sent to the Board members for review, and a vote to approve the document will take place at the February BOD meeting.

TL Designation Revision

- A summary of the current TL requirements was presented, followed by possible changes to the program that focus on leadership skills.
- Arguments for and against removing the ICS-300 requirement made up the bulk of the discussion.
 - ICS-300 is not a course that focuses on team leadership.
 - TRT has been operating successfully for years without TL’s.
 - In the rare occurrence of a multi-agency deployment, ICS-300 is useful in navigating our role within the overall command structure and helps give WASART command presence. Those in WASART most familiar with ICS will likely be retiring from the organization in the next few years, leaving a gap that must be filled.
- The discussion was limited to the TRT TL program, allowing for Sheltering to maintain its own TL qualification requirements.
- Tabled until an alternate training program is discussed in TRC and presented to the Board.

Treasurer – Gretchen McCallum

Total donations deposited December: \$ 11,710.96

YTD as of January 2024

Gross Profit: \$ 90,024.35

Expenses: \$ 91,033.50

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2023: \$ -1,009.15	2023: \$ 307,324.22
2022: \$ 64,955.32	2022: \$ 309,621.39

Committee Reports

Merchandise – Diane Johnson

November and December Sales: \$ 0

November and December Expenses: \$ 0

Updates:

- Order placed on November 10th for jackets to be embroidered.
- The new embroidery vendor has been slow, but jackets should be ready in a couple weeks.
- Year-end inventory sent to Ritz and Gretchen for the annual report.

Fundraising – Vacant

- Total GivingTuesday 2023 donations: \$ 8,719.97 (goal: \$ 7K)
- There may be ~\$ 100 more in matching donations from donors' employers yet to come.
- Distribution of donation from Dakota's humans, who specified that the lion's share should go to WASART:
 - 60% to WASART, 40% to ESAR (Gretchen will contact Edmund Tse, ESAR's Treasurer).
- Received a donation from Bell Vernon Kennel Association of Oak Harbor, WA, along with a touching note commending WASART for its volunteer work.
 - Gretchen will send the note to the general membership.

Information & Communications Technology – Leo Notenboom

Gretchen and Ritz will not spend \$ 532 per annum for the Synder program.

Supply – Greta Cook – not present

- Anti-theft devices are continuing to be incorporated into vehicles as they arrive and can be distributed to the North vehicles.
- WASART Vehicle Specification Guide and Equipment Access Guide are being updated to reflect the new devices and will be distributed ASAP.

Outreach – Greta, Kristie, Jeanette

- Michaela and Greta will take W3/T1 (South TRT rig) to the January 13th Tacoma Expo, set up a booth, and give a 30-minute presentation.
- Jeanette has been instrumental in the preparation effort.
- Committee members will take W3/T1 to the NW Region USPS Horse Management Seminar (on either February 24th or 25th) and give a 1-hour presentation.
 - Topic, date, and time are still being clarified.

Upcoming Events

- January 13th, 2024: Tacoma Equine Hospital Horse Health Expo
- February 24th – 25th, 2024: NW Region US Pony Club Horse Management Seminar at Miracle Ranch

Membership – Julie Shipman/Gretchen McCallum

Membership Statistics

Membership: 141

Base/Ops Support deployment eligible: 74

Total applicants in 2023: 42

Volunteer Management – Bill Daugaard

- Kelsey Diller will host the Volunteer Party on January 21st from 2 – 6 pm.
- Bill will touch base with the Benedettos about their paella and send an email to the membership.

Sheltering – Vacant

A work party is scheduled for February 17th – 18th at the Enumclaw Expo Center Les Schwab Hall.

Finance – Gretchen McCallum

No updates.

Technical Rescue – Jeff Dahl

Trainings and meetings – recent and upcoming:

- Dec. 17th: Heavy Systems Training—mid-day, the group broke down systems to deploy to Monroe to assist Flynn.
- Dec. 26th: TRC meeting over Zoom.
- Jan. 27th: Light Systems Training at Issy Rock
 - Original Jan. 14th date postponed due to cold weather concerns.
 - ESAR riggers invited to co-train. Emphasis on Attendant/horizontal litter evolutions and knot-passing.
- Feb. 11th: Heavy Systems Training.
- Feb. 17th: Supplemental Training—two possible plans:
 - Hike, practice scene size-up and rigging planning, or
 - Learn basic horse handling, behavior, and safety concerns at Chez Chevaux Equine Rescue in Monroe (site of Flynn's deployment).
- Feb. 25th: Pony Club event at Miracle Ranch in Purdy—not yet confirmed, but WASART may be doing a glide, horse-rigging, and tripod demonstration.

Technical Water Rescue – Rory Kelleher

A paddle for the banana boat and K-pump for the raft arrived.

Board Member Reports

President – Lynn Snow

Answering Service Activity

December = 8

Vice President – Vacant

- A General Meeting will be held at 7pm March 13th, as per WASART's bylaws.
- Gretchen will send a meeting agenda to the Board for review.

Secretary – Noah Bernays

- Redacted October minutes: published.
- Unredacted October minutes: stored in Dropbox.
- November minutes: published.
- December minutes: sent out for review [addendum: published].
 - End of Dec. Zoom recording was inadvertently truncated.

Training Director – Kimberly Taylor

No updates.

Past President – Bill Daugaard

- YTD metrics presented.
- Metrics include all deployments for which an AAR was written, including early national deployments. Although recent national deployments did not have AAR's associated with them, a select few were counted in the metrics to be as comparable to early metrics as possible.

Public Relations – Michaela Eaves – not present

FB likes: 15,246

Instagram: 690

YouTube Subscribers: 275

Advising Specialists

Julie Shipman: no updates

Unfinished Business:

- Training and equipment offer from Clark County
 - New WASART member Paul Batchelder (an ACO from Clark County) leads one of Clark County's SAR teams and has all sorts of gear, trailers, and supplies he believes WASART will be allowed to utilize if needed (along with personnel).
 - Expressed an interest in co-training opportunities with his Clark County SAR team.
- Action item review
 - Each Board member will write up or update a one-page outline of their position as part of a succession planning document, to be sent to the Secretary in the next 60 days.
 - A document outlining the steps for offboarding members needs to be written.
- Transport Training discussion
 - Tabled.
- Responder Resiliency Program
 - Tabled.

Moved to adjourn at 21:00.

Action #	Description	Assigned to	Last update
21.11.04	Write up a succession planning document for the Water Rescue Committee	Rory	In work 11/2/22
21.11.06	Write up a succession planning document for the Fundraising Committee	Michaela & Gretchen	In work 11/2/22
21.11.07	Write up a succession planning document for the Supply Committee	Greta	In work 11/2/22
21.11.08	Update the succession planning document for Technology & Communication	Leo	In work 1/4/23
21.11.09	Write up a succession planning document for Training	Kimberly	In work 11/2/22
22.1.05	Write up a succession planning document for Merchandise	Diane	In work 11/2/22
22.02.03	Contact members who have indicated an interest in assisting on the Fundraising Committee and ascertain if one of them is willing to be Chair	Lynn	Email sent to membership 1/8/24
22.10.01	Work on redoing our organization command structure to include leadership training		