

Washington State Animal Response Team
February 7th, 2024
19:00 – 21:00
Via Zoom
Minutes

In attendance: Jeff Dahl, Kimberly Taylor, Lynn Snow, Noah Bernays, Leo Notenboom, Diane Johnson, Bill Daugaard, Michaela Eaves, Julie Shipman, Lenore Marentette, Greta Cook

The meeting was called to order at 19:02.

Priority Discussion and Decision Items:

Meet and Greet with Lenore Marentette, VP Candidate

- Lenore outlined her background and qualifications and participated in a Q&A about the VP role.
- Motion moved, seconded, and passed to appoint Lenore as VP for the remainder of the term ending October 2024.

TWRT Guidelines Review

- A clean 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 March BOD meeting.
- Bill will draft a revision to Policy 2 that establishes Guidelines as a formal class of documents.
- After initial approval by the Board, further edits to the TWRT Operational Guidelines can be voted on and approved within the Technical Water Rescue Committee.

GroupMe Deployment Review

- As per the November minutes, the GroupMe system for deployment alerts was re-evaluated after 5 deployments.
- Motion moved, seconded, and approved to continue using GroupMe for deployment alerts and formally discontinue the use of OneCallNow.
- Concerns were raised about unnecessary chatter on the GroupMe channels.
 - Any callouts on the “Deployment Eligible” channel should include a “DO NOT REPLY on this channel” message, along with the location where replies should be posted.
 - Changes to the names and logos of certain GroupMe channels were recommended to clarify this message (ex. “Deployments Alerts—DO NOT REPLY”).
 - Comments like “Good job!” do not have a place in the mission-oriented channels—they are unnecessary distractions to call coordinators, drivers, and others dealing with an already dynamic situation.

Responder resiliency program

- Plans were presented for a Mental Health Resiliency program to proactively encourage psychological first aid and help new members navigate WASART.
- The program will have four main components:
 1. Presentation of the not-all-sunshine stats at Base/Ops (to set realistic expectations for new responders)
 2. Opt-in mentor program (to give new responders a single contact for questions and concerns)
 3. Formal post-mission check-in (to ensure healthy coping mechanisms and identify red flags)
 4. Posting of mental health resources on WASART’s website
- Many details still need to be formalized, but the goal is to have an opt-in mentor program available to new members at the April Base/Ops training.

Training Fee Discussion

- Several active members have voiced concern over charging fees for Transport and Sheltering training, since they are putting time and energy into skills that will benefit WASART.
- The Training Committee has been discussing this for a while, and it is not as easy as simply doing away with the fees. WASART relies on donations, hosting trainings costs money, and some argued that a fee helps ensure that those who sign up will show up and utilize the trainings on deployments.
- A suggested donation or sliding scale could be instituted instead of a flat fee, but concern was reiterated that the principle of a fee is the issue, not affordability. No decision was reached on the matter.
- Ensuring those who sign up to attend these advanced trainings will show up and employ the learned skills on deployments could be achieved in other ways:
 - Advanced trainings could be limited to those who have already proven commitment to WASART through deployment/training response.
 - Preference for Transport training could be given to those who live closer to the vehicles.
- Discussion ensued about re-organizing the Transport curriculum to allow smaller trainings on individual vehicles (as opposed to a full-day training on all the vehicles and trailers). This has and will continue to be a priority of the Training Committee.

New Business:

Anniversary Report

February 6th was WASART's 17th Anniversary. Lynn will post information about this on FB.

Dropbox Organization and Use or Lack Thereof

- To have ready access to documents that are not kept on the website, Dropbox organizational practices need to be formalized. The following needs to happen/be available:
 - Information on who has access to which documents
 - A list of forms and documents available for editing and disbursal
 - Upload documents to Dropbox that are saved on personal computers

Public Resources Page

- The PDF of cold-weather tips for pet care that WASART posted to Facebook during the recent cold spell reached almost 28k people.
- Currently, there is a large amount of information on the members-only page, but sharing those resources with owners on deployments and the public is cumbersome.
- To facilitate the disbursal of these resources, the Outreach Committee is working on growing the repository of information and resources on the public-facing website page.

Treasurer – Gretchen McCallum – not present

Total donations deposited January: \$ 4,578.98

YTD as of February 2024

Gross Profit: \$7,303.99

Expenses: \$ 3,478.19

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2024: \$ 3,825.80	2024: \$ 310,561.26
2023: \$ 3,484.79	2023: \$ 311,507.23

Committee Reports

Merchandise – Diane Johnson

January Sales: \$ 190

January Expenses: \$ 0

Updates:

- The Tacoma embroidery vendor kept postponing the date of delivery, so Diane retrieved the blank jackets and is getting set up with a new embroidery and screen-printing shop.
 - The new vendor is more responsive and promised a quote by the end of the week.
 - The New vendor does not incorporate a “seal” into the patches to block rain—spray-on seal can be applied after the embroidery.

Fundraising – *Vacant*

No updates.

Information & Communications Technology – *Leo Notenboom*

No updates.

Supply – *Greta Cook*

- Operations Guides for the driven vehicles are being updated and will be added to the Members page.
- Each steering wheel club for the driven vehicles has 3 sets of keys, one of which will be stored in the storage unit filing cabinet.

Outreach – *Greta Cook, Kristie Olartie, Jeanette Whitmire*

- The Outreach Events master spreadsheet has been updated in Dropbox and has proved useful in sorting through the many recent requests for presentations.
 - The Tacoma Backcountry Horseman requested that WASART give a presentation focused on the Dakota stuck-in-bridge deployment.
- Giveaways (stickers, pens, magnets, business cards, and brochures) are getting restocked.
- Many educational handouts (ex. Cold Weather PSA) were distributed at last month’s Tacoma Equine Expo. The Outreach Committee is pulling together additional seasonal informational materials (e.g. what to do in case of flooding).

Upcoming Events / Presentations

- February 24th, 2024: NW Region US Pony Club Horse Management Seminar at Miracle Ranch
- March 11th, 2024: Kitsap Lady Trail Riders
- Not yet official, but WASART might give a Hiking With Dogs presentation with REI in Issaquah in April.

Membership – *Julie Shipman/Gretchen McCallum*

Membership Statistics

Membership: 143

Base/Ops Support deployment eligible: 74

Volunteer Management – *Bill Daugaard*

- The Volunteer Party hosted by Kelsey Diller on January 21st was a resounding success.
- Those interested in taking over the Volunteer Management role should contact Bill Daugaard.

Sheltering – *Vacant*

- February 17th – 18th: work party at the Enumclaw Expo Center Les Schwab Hall
 - Focus will be on fully refitting AKC-5, the newest trailer now staged at the Boneyard.
- The Committee has a lot of new material to add to Sheltering’s Ops Procedure 1
 - A remote member in Canada has expressed interest in helping update the document.

Finance – *Gretchen McCallum – not present*

No updates.

Technical Rescue – Jeff Dahl

Trainings – recent and upcoming:

- Jan. 27th: Light Systems Training at Issy Rock
 - Co-training with ESAR: Attendant/horizontal litter evolutions and knot-passing
- Feb. 11th: Heavy Systems Training
- Feb. 17th: Supplemental Training
 - Learn basic horse handling, behavior, and safety concerns at Chez Chevaux Equine Rescue in Monroe [Update: held instead at Rebecca Potter's property with horses owned by WASART members]
- Date and location TBD for reschedule of Scene Size-up Hike
- Mar. 23rd: Vehicle Winch Training
- Apr. 21st: Dog packaging, handling, first aid, litter work, basic physical exam
- Training inquiries from multiple entities: see TRC minutes for details.
 - Jun. 15th: tentative training date for one of these events on Whidbey Island

Technical Water Rescue – Rory Kelleher – not present

Next field training is Feb. 24th.

Board Member Reports

President – Lynn Snow

Answering Service Activity

January = 16

Vice President – Lenore Marentette

See first Priority Discussion and Decision Item.

Secretary – Noah Bernays

- January minutes published.
- Going forward, minutes from the various Committees will be sent out to the general membership along with the monthly Board minutes.

Training Director – Kimberly Taylor

Feb. 10th: WASART Open House

Past President – Bill Daugaard

YTD number of deployments as of February

2024: 3

2023: 2

Public Relations – Michaela Eaves

FB likes: 14,774

Instagram: 696

YouTube Subscribers: 275

- New Hampshire Paw Rescue (a nascent group aiming to do what WASART does but for dogs only) reached out to discuss logistics of organization, how WASART helps dogs down a trail, etc.
- Current long time WASART member Carrie Lee Gagnon was hired as Executive Director of KCSARA.

- Total reach of Facebook posts during the 2 cold-weather days last month: 35,267
 - Pet cold weather FB post reach: 27,735
 - Livestock cold weather tips FB post reach: 7,532

Advising Specialists

Julie Shipman: no updates

Unfinished Business:

- Meet and Greet with Jenifer Clark, Outreach Chair Candidate
 - Tabled
- Action Item Review
 - Tabled

Moved to adjourn at 21:03.

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		