

## Washington State Animal Response Team

March 6th, 2024

19:00 – 21:00

Via Zoom

BOD Minutes

**In attendance:** Jeff Dahl, Gretchen McCallum, Kimberly Taylor, Lynn Snow, Noah Bernays, Diane Johnson, Bill Daugaard, Michaela Eaves, Julie Shipman, Lenore Marentette, Jenifer Clark, Jeanette Whitmire

The meeting was called to order at 19:03.

### Priority Discussion and Decision Items:

#### Meet and Greet with Jeanette Whitmire, Volunteer Management Chair Candidate

- Jeanette described her vision for the direction of the Volunteer Management role (being the initial contact for new members, streamlining the onboarding process, helping keep members on track throughout their WASART tenure, convening meet and greets).
- Motion moved, seconded, and passed to appoint Jeanette as Volunteer Management Chair.
- Bill Daugaard will continue to distribute After Action Reports.

#### Meet and Greet with Jenifer Clark, Outreach Chair Candidate

- Jenifer outlined her background and qualifications and participated in a Q&A about the Outreach Chair role.
- Motion moved, seconded, and passed to appoint Jenifer as Outreach Chair.

#### Action Item/Succession Plan 60-day update

Action items have been updated (see table at the end of these minutes).

#### Revision P to Policy No. 2

Motion moved, seconded, and passed to adopt Revision P as presented to the Board.

#### TWRT Guidelines Review

- According to Policy 2, Section 2.2: Document Approval, the TWRT Operating Guidelines do not require formal approval by the Board.
- Revisions will be made within the TWRC.

#### Invitation to present at the Annual Washington Animal Control Academy (WACA), March 22, 2024

- WACA has invited WASART to present on available resources, technical rescue, and sheltering.
- Gabe Benedetto, with an assist from Noah Bernays, will present on Technical Rescue and Available Resources, and Shawndra Michell will present on WASART's formation and Sheltering.

#### Transport Training

Tabled

#### Fee for trainings

Tabled

### New Business:

#### **Treasurer – Gretchen McCallum**

- Total donations deposited February: \$ 1,041.26

- The \$ 2k line item in the expenditures represents the portion of the Dakota donation that was sent to ESAR (see Fundraising section in January 2024 BOD minutes).

YTD as of March 2024

Gross Profit: \$ 8,758.15

Expenses: \$ 11,325.89

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2024: \$ - 2,567.74	2024: \$ 305,829.58
2023: \$ - 3,752.91	2023: \$ 305,703.87

**Committee Reports**

**Merchandise – Diane Johnson**

February Sales: \$ 0

February Expenses: \$ 0

Updates:

- Jackets submitted last month have not yet been embroidered.
- Called the embroidery shop 5 times, left messages, and have not heard back.

**Fundraising – Vacant**

- In 2023, there were 672 donors who made matching or straight donations and 8 in-kind donors.
- 2023 donations totaled \$ 90,544.72 (of which in-kind donations totaled \$ 13,861.09).
- Many of these donations came from long-time, monthly-recurring donors as well as from grateful owners of animals rescued by TRT and employer-matching donations.
- Thanks to the combined effect of the TRT's work and social media post, the Yuki high-angle dog rescue brought in \$ 1,670.

**Information & Communications Technology – Leo Notenboom – not present**

No updates.

**Supply – Greta Cook – not present**

- Maintenance work continues on various vehicles.
- The following have been updated:
  - TRT gear bag cards
  - TRT gear bag and rope bag tags
  - Shelf labels in TRT Trailer 1

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

- Updating the process for handling requests for presentations
- Updating the list of speaking topics to make it easier for those who approach WASART requesting a presentation

Upcoming Events / Presentations

- March 6<sup>th</sup>, 2024: Tahoma Chapter Back Country Horseman of Washington, Maple Valley
- March 11<sup>th</sup>, 2024: Kitsap Lady Trail Riders, Bremerton
- March 22<sup>nd</sup>, 2024: Washington State Animal Control Academy, Burien
- March 23<sup>rd</sup>, 2024: outreach booth at Insight Climbing, Kitsap County
  - Fundraising event for which WASART will be the beneficiary

- June 6<sup>th</sup> and June 12<sup>th</sup>, 2024: Pierce County youth service librarian requested that WASART give a presentation to kids on the basics of animal rescue and care for personal animals
- One of the WASART Board members is a vendor at the NW Overland Rally in June, and they will bring WASART outreach materials

### **Membership** – *Julie Shipman/Gretchen McCallum*

#### Membership Statistics

Membership: 115

Base/Ops Support deployment eligible: 67

- The newsletter will be written and distributed quarterly.
- Send newsletter topic requests to membership@wasart.org.
- Gretchen will schedule a Zoom meeting with Jeanette, Noah, Lynn and Julie to discuss division of responsibilities for on-boarding new members, Mentor Program logistics, etc.

### **Volunteer Management** – *Bill Daugaard*

- Nominations for Contributors of the Quarter (2024 Q1) will be requested during April's BOD meeting
- Mentor Program updates presented
  - Working to have program in place by April 13<sup>th</sup> for B/O training

### **Sheltering** – *Vacant*

- February 17<sup>th</sup> – 18<sup>th</sup>: work party at the Enumclaw Expo Center Les Schwab Hall
  - Updated inventory and did general maintenance on all 3 trailers
- Updating Sheltering's Ops Procedure 1

### **Finance** – *Gretchen McCallum*

- Semi-annual meeting is on April 14<sup>th</sup>, 2024.
- All Committee Chairs—send receipts to Ritz by March 31<sup>st</sup>.

### **Technical Rescue** – *Jeff Dahl*

- TRT has done a good job this year of alternating Light and Heavy Systems trainings, and an additional training each month has allowed the group to cover topics not normally covered (dog handling, horse handling, scene-size-up and litter packouts).
- A plan should be developed in case of vehicle breakdown (including a list of tow truck companies to call in various areas).

### Trainings – recent and upcoming:

- Feb. 17<sup>th</sup>: Supplemental training
  - Basic horse handling, behavior, and safety concerns at Rebecca Potter's property
- Mar. 10<sup>th</sup>: Light Systems training [update: this was replaced by a dog-over-cliff deployment]
- Mar. 23<sup>rd</sup>: Vehicle Winch training
- April 6<sup>th</sup>: Heavy Systems training (the Whidbey Island Group may join)
- Apr. 21<sup>st</sup>: Dog packaging, handling, first aid, litter work, basic physical exam
- May 18<sup>th</sup>: Light Systems training
- May 25<sup>th</sup>: Scene size-up hike and litter packout training
- Jun. 15<sup>th</sup>: Heavy Systems training at Ravensdale (the Whidbey Island Group may join)

### **Technical Water Rescue** – *Rory Kelleher – not present*

Next field training is March 9<sup>th</sup>.

### **Board Member Reports**

**President – Lynn Snow**

Answering Service Activity

February = 5 (plus one direct call from King County SAR deputy)

The Facebook post about the Yuki deployment had 48k views.

**Vice President – Lenore Marentette**

The agenda for the upcoming General Meeting was discussed.

**Secretary – Noah Bernays**

February minutes have been published.

**Training Director – Kimberly Taylor**

No updates.

**Past President – Bill Daugaard**

YTD metrics were presented.

YTD number of deployments

2024: 5

2023: 4

**Public Relations – Michaela Eaves**

FB likes: 15,418

Instagram: 698

YouTube Subscribers: 277

**Advising Specialists**

**Julie Shipman**

No updates.

Moved to adjourn at approximately 21:15.

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
24.03.01	Write up a succession planning document for the VP role	Lenore	Assigned 3/15/24
24.03.02	Write up a succession planning document for the Outreach Committee	Jenifer	Assigned 3/15/24
22.10.01	Work on updating the Team Leader training curriculum	Ad hoc committee within TRT	In work 3/4/24