

Washington State Animal Response Team
May 7th, 2025
19:00 – 21:00
Via Zoom
BOD Minutes

In attendance: Lynn Snow, Angela Sorkin, Greta Cook, Gretchen McCallum, Leo Notenboom, Lenore Marentette, Diane Johnson, Jeanette Whitmire

This meeting was called to order at 19:02.

Priority Discussion and Decision Items:

- G-0191 EOC and ICS Interface training (taken by Greta and Jeanette)
 - Focused on how the EOC (Emergency Operations Center), MAC (multi-agency coordination) group, and Incident Commander work together and exchange info
 - Take-away: we need to train some of our responders to be EOC liaisons, specifically relevant to sheltering and wide-area disasters.
- King County SARposium – WASART was offered 4 tickets to attend for free by Carrie Lee Gagnon (and invited to bring a WASART truck and tripod setup if desired).

Additional Unfinished Business:

- Results of insurance research
 - Last year's annual premium: \$11,900
 - This year's annual premium: \$12,500
 - After reviewing WASART's insurance documents, a contact at a different agency that insures non-profit organizations said many insurance companies are going out of business, making obtaining insurance more difficult. Although he would like our business, he cannot offer better terms and thinks our current premium is reasonable.
 - WASART is not over-insured.
- Status of sale of TWRT gear and equipment
 - Sent Lauri McBeath the gear list and suggested prices (75% of original purchase price) to the Whatcom County STS Board of Directors.
 - Lauri confirmed that the STS Board is interested, but the asking price for used gear was too high—awaiting an answer from Lauri about the STS Board's suggested price.
 - If the deal with STS falls through, Benton County's water rescue team might be interested.

New business:

- By-Laws and Policy 2 revisions
 - The revisions increased clarity and completeness of and removed redundancies within the bylaws and policies.
 - Approval vote tabled to allow time for review.
- Deployment protocols update
 - Both Jefferson and Grant Counties have agreed to the new deployment protocol but have not yet sent the paperwork.
 - Benton and Franklin Counties are interested in establishing deployment protocols with WASART.
- North Bend/I-90 storage of W1
 - Currently, the I-90 gear cache is stored at Lynn's house—it would be ideal to store it inside the W1 transit van, and store the van in North Bend as well (improved command post, visibility, etc.)
 - Any storage option for the van needs power available to charge the radios and security.
 - There are several month-to-month van storage options in North Bend—Lynn has details.
 - The water rescue gear previously stored in W1 was moved into Container 1 at the Enumclaw Expo Center Boneyard.

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- SMR's Mountain Rescue Center might be a storage option, assuming it can be stored inside the building.
- Action items added at end of minutes.

Treasurer – Gretchen McCallum

Total donations deposited in April: \$22,257.44, including \$15,000 for an in-kind donation of a drone (2024 total: \$1,490)

YTD as of May 2025

Gross Profit: \$40,683.88

Expenses: \$20,857.18

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2025: \$19,856.18	2025: \$325,658.39
2024: \$1,345.12	2024: \$308,289.58

Committee Reports

Merchandise – Diane Johnson

April Sales: \$0

April Expenses: \$473.76

- New jackets are in stock (cost: \$68.95 each, sale price: \$75 each + \$10.65 if shipping to buyer).
- Due to seam location, "WASART" was added to the front instead of the WASART logo being placed on the front chest.
- The new jackets will be added to the online store.
- Spare supporter T-shirts currently in Enumclaw storage will be stored at Diane's house until a new Outreach person takes over.
- During the Technical Rescue section, an alternative option for ensuring responders' professional appearance was discussed (since affordable and adequately durable jackets in WASART colors are difficult to find): provide/sell hi-vis vests with Velcro backing and WASART logo patches.
- If you're interested in becoming the new Merchandise Chair, reach out to Diane at diane34909@gmail.com.

Fundraising – Vacant

- The GiveBig 2025 fundraising event was held May 5 - 7.
 - Goal: \$7,000
 - Current (as of May 7) intake: \$4,000 (final count at next Board meeting)

Information & Communications Technology – Leo Notenboom

Email change is nearly complete (see April minutes for more information).

Supply – Greta Cook

- W1 Ford Transit Van at Greta's for rebuild and trailer transporting for EAS training
 - W1 qualifying driver training will be scheduled soon.
- AED (from TWRT) parts to make unit usable are on order
 - Plan to store in W2.
- Drone donation from David Peters
 - Will be operational soon, Jon Mercer has possession (Board decided to store the drone at Andrea Scinkovec's residence instead)

- Jon Mercer will write up ops guide for drone.
- Rescue Glide donation from Auburn Animal Control will replace glide in T1, old one will be stored at the Boneyard.

Outreach (on hold) – Vacant

No report.

Membership – Julie Shipman – not present

Membership stats: 128 members

Membership by age in years (average age: 49):

- 16-18: 1 member
- 19-20: 4
- 21-30: 9
- 31-50: 51
- 51-65: 47
- 66+: 16

Credentials – Gretchen McCallum

- Credential stats: 70 members qualified to deploy including 1 trainee
- **If you are interested in becoming the Credentials chair**, reach out to Lynn at president@wasart.org.

Volunteer Management – Jeanette Whitmire

- Received nominations for Contributors of the Quarter and sent out the write-ups to membership.
- Recognition of members on their membership anniversary month—still figuring out the details.

Sheltering – Vacant

- WASART's ICS Organization chart is being revised with help Eric O'Brien's (King County EOC).
 - There are changes to the Logistics section layout in the national ICS org chart (including the incorporation of the Information and Communications Technology branch).
- Emergency Animal Sheltering training prep is underway (class is 5/31).

Finance – Gretchen McCallum

- Semi-annual Finance Committee meeting April 15, 2025
 - The BOD approved all committees' proposed budgets (previously approved by the Finance Committee) for the next six months (report is included below).
 - Motion moved, seconded, and passed to authorize Ritz to move \$2,500 from the checking account into the special reserves account for TRT advanced training.
 - Motion moved, seconded, and passed to authorize Ritz to move \$1,000 from the general account into the special reserves account for unexpected vehicle maintenance over \$250.
 - Motion moved, seconded, and passed to authorize Ritz to move the TWRT's \$9,871 plus interest of \$1,815 from the special reserves account into the general account.
 - Motion moved, seconded, and passed to authorize Ritz to subsequently move the TWRT's \$9,871 plus interest of \$1,815 (total of \$11,686) from the general account into WASART's current 6-month CD before the date it next matures.
 - Motion moved, seconded, and passed to authorize Greta to utilize \$800 from the Vehicles and Trailers budget to purchase the upgrades needed for the existing AED.

- Motion moved, seconded, and passed to authorize Greta to use up to \$2,500 from the \$4,000 raised so far during the GiveBig 2025 fundraiser to purchase a second AED.

Committee	Proposed Budgets for 10/1/24 to 3/31/25 (A)	Actual Expenses for Period (B)	Balance of Budget (Column A minus Column B)	BOD approved budgets for 4/1/25 to 9/30/25	Chairperson
Credentials	\$ -	\$ -	\$ -	\$400	Gretchen
Fundraising ⁽³⁾	\$ 500.00	\$ 722.77	\$ (222.77)	\$500	Gretchen
IT & Comm	\$ 5,000.00	\$ 3,701.52	\$ 1,298.48	\$4,000	Leo
Membership	\$ 500.00	\$ 608.82	\$ (108.82)	\$500	Julie
Merchandise	\$ 3,000.00	\$ 1,862.46	\$ 1,137.54	\$3,000	Diane
Outreach	\$ 1,500.00	\$ 23.51	\$ 1,476.49	\$800	Vacant
Public Relations	\$ 100.00	\$ -	\$ 100.00	\$100	Michaela
Sheltering Advisory	\$ 2,500.00	\$ 502.70	\$ 1,997.30	\$2,000	Greta
Supply (Equipment)	\$ 2,000.00	\$ 10.32	\$ 1,989.68	\$2,000	Greta
Technical Rescue Team ⁽¹⁾	\$ 8,000.00	\$ 5,488.71	\$ 2,511.29	\$11,000	Jeff
Technical Water Rescue	\$ 2,500.00	\$ -	\$ 2,500.00	\$0	Vacant
Training	\$ 1,000.00	\$ 116.43	\$ 883.57	\$1,000	Lenore
Vehicles, Trailers ⁽²⁾	\$ 3,500.00	\$ 1,543.66	\$ 1,956.34	\$5,000	Greta, Ritz
Vol. Mgmt	\$ 700.00	\$ 156.33	\$ 543.67	\$1,000	Jeanette
WASART1 Buildout ⁽⁴⁾	\$ 20,000.00	\$ 4,302.01	\$ 15,697.99	\$20,000	Vacant
Total	\$ 50,800.00	\$ 19,039.24	\$ 31,760.76	\$51,300	
Admin Expenses	\$ 24,000.00	\$ 9,142.80	\$ 14,857.20	\$24,000	Ritz, Gretchen & Bill
Grand Total	\$ 74,800.00	\$ 28,182.04	\$ 46,617.96	\$75,300	
Notes: ⁽¹⁾ For each six month budget period, WASART will set aside \$2500 for recertification fees for TRT members. This is included in the budget and the actual expenses.					
⁽²⁾ For each six month budget period, WASART will set aside \$1,000 for Vehicle Major Maintenance. This is included in the budget and the actual expenses.					
⁽³⁾ Includes Merchant Fees of \$622.					
⁽⁴⁾ Rory estimated the cost to complete the WASART1 buildout to be a total of approximately \$40,000. The current proposed budget of \$20,000 is to cover anticipated costs incurred in the next six months					
Bank Account Balances as of 3/31/25					
			Special Reserve Account:		
			TRT Recertificaiton		\$11,005
Spec Reserve Account	\$ 40,276.39		TRT Equipment		\$3,256
Truck Account	\$ 216.31		TWRT		\$9,871
Savings Account	\$ 36,368.03		Vehicle Major Maint		\$14,329
Checking Account	\$ 36,299.27		Interest		\$1,815
6 month CD (might not roll over the entire amount)	\$ 74,794.64		Balance		\$40,276
12 month CD	\$ 40,662.89				
Total Cash on Hand	\$ 228,617.53				

Technical Rescue – Jeff Dahl

Upcoming Trainings:

- May 24: Heavy Systems training [changed to large animal rigging]

See end of meeting minutes and TR Committee minutes for additional TRT-related events.

Technical Water Rescue (dissolved) – Vacant

See New Business above for discussion on W1 storage.

Board Member Reports

President – Lynn Snow

Answering Service Activity

April = 10

Vice President – Angela Sorkin

No report.

Secretary – Noah Bernays – not present

April minutes have been published after being approved via email by a majority BOD vote.

Training Director – Lenore Marentette

- Several students signed up for EAS May 31; folks from Jefferson and Yakima County have expressed interest.
- **We could use more instructors and staff for the June 22 Transport training.**

Past President – Bill Daugaard – not present

YTD number of deployments

2025: 9

2024: 7

Public Relations – Michaela Eaves – not present

FB likes: 16,076

Instagram: 790

YouTube Subscribers: 294

Advising Specialists:

Camille Schaefer – not present

Camille has resigned from the Board of Directors as advising specialist.

Good of the Order

Upcoming events were discussed (see below).

Moved to adjourn at 20:48.

Recent Past Events:

1/11/25: Tacoma Horse Expo

2/22/25: NW Region US Pony Club Horse Management Seminar, Miracle Ranch, Port Orchard (Joy Waugh organizing)

Upcoming Events:

5/14/25: Presentation at Grays Harbor OEM Emergency Prep Fair (Michaela)

6/14/25: Presentation at Pierce County DEM Annual Retreat, Frontier Park, Graham, WA (Michaela, Rory, Lenore)

Action #	Description	Assigned to	Last update
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
24.12.01	Update the succession planning document for the Training Director role	Lenore	Assigned 12/4/24
25.01.01	Research options for archiving or exporting GroupMe chats	Leo	Assigned 1/8/25
25.05.01	Program and test W1's built-in radios at Transport training	Leo	Assigned 5/7/25
25.05.02	Explore North Bend storage options for W1	Lynn & Greta	Assigned 5/7/25