

Washington State Animal Response Team
June 4th, 2025
19:00 – 21:00
Via Zoom
BOD Minutes

In attendance: Angela Sorkin, Gretchen McCallum, Leo Notenboom, Lenore Marentette, Bill Daugaard, Julie Shipman, Michaela Eaves, Jeff Dahl, Greta Cook, Jon Mercer

This meeting was called to order at 19:03.

Priority Discussion and Decision Items:

- Bylaws and admin policy review
 - Feedback was discussed regarding specific wording in the draft Policy 1 bylaw revisions.
 - Motion moved, seconded, and passed (6 votes to 2) that no officer can serve more than 2 consecutive terms (section 3.4.1).
 - Motion moved, seconded, and passed to approve the revisions to Policy 1 as discussed in this meeting and updated accordingly by the ad-hoc committee (1 'nay' vote).
 - Discussion about Policy 2 was tabled.
- Ad hoc committee for donation management training
 - Tabled.
- Vacant committee positions
 - Open chair positions are Secretary, Outreach, Sheltering, Merchandise, Fundraising.
 - The Board should make an active move to reach out to members they think would do well in these positions.
- Water rescue
 - Response parameters - incorporate in IFO training
 - After the recent water-adjacent Seamus rescue, 2 PFDs, helmets, and throw bags were placed in each TRT vehicle.
 - Need to develop guidelines for water rescues now that the specialized water rescue team has been disbanded.
 - Greta will reach out to the former TWRT members for input.
 - Water rescue Powerpoint for IFO needs to be updated, along with the water rescue curriculum.
 - Raft use and storage location
 - Currently at the Enumclaw storage facility.
 - Greta will decide whether the raft will be stored in the W1 transit van or kept in the storage unit. Dog PFD's will be stored with the raft.
 - Animal-handling-in-water training request from KCSO Marine unit
 - Noah has reached out to Rich Barton in the Marine unit, but so far Barton has been busy.
 - TWRT gear sale status
 - Motion moved, seconded, and passed to sell the water rescue gear at 50% of the original purchase price.

Additional Unfinished Business:

- Media blackout period and impact on organization
 - Tabled.
- North Bend/I-90 storage of W1
 - Tabled.

New business:

Sale of 55 donated radios (and 3 batteries)

- Many of the radios cannot be used by WASART for a variety of reasons.

- Motion moved, seconded, and passed to sell the lot of radios to Leo Notenboom for \$700.

Treasurer – Gretchen McCallum

Total donations deposited in May: \$4,899.92; (\$6,608.98 in 2024)

YTD as of June 2025

Gross Profit: \$46,280.58

Expenses: \$38,222.14

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2025: \$8,087.92	2025: \$311,754.84
2024: \$-5,699.34	2024: \$299,082.17

Committee Reports

Merchandise – Diane Johnson—not present

May Sales: \$490.66

May Expenses: \$12.20

If you're interested in becoming the new Merchandise Chair, reach out to Diane at diane34909@gmail.com.

Fundraising – Vacant

GiveBig 2025 (May 5 – 7) final donation amount: \$4,225.92

Information & Communications Technology – Leo Notenboom

No report.

Supply – Greta Cook

- W1 - use, keys, contents, buildout team
 - W1 was used successfully to tow trailers to the EAS training
 - W1's hitch needs to be modified because it rides low compared to WASART's other vehicles
 - W1 currently has basic vehicle-operating supplies, a table, 2 chairs, pop-up canopy, and a gear rack
 - Next week will be the first meeting of the W1 buildout team
- AED donation
 - Currently in Trailer 1—it will be attached to the wall once the hanger arrives
- AKC5 trailer – rear door cable needs repair (1 bid for \$450, waiting on multiple other bids)

Outreach (on hold) – Vacant

No report.

Membership – Julie Shipman

Membership stats: 132 members (3 new members)

Credentials – Gretchen McCallum

- Credential stats: 72 members qualified to deploy

- **If you are interested in becoming the Credentials chair**, reach out to Lynn at president@wasart.org.

Volunteer Management – *Jeanette Whitmire – not present*
No report.

Sheltering – *Vacant*

- Updated WASART ICS organization chart
 - The goal is to have uniform organizational structure across all WASART response teams
 - Chart presented and discussed (changes to the Logistics section and terminology updated according to King County OEM's Training Program Manager Eric O'Brien's suggestions)

Finance – *Gretchen McCallum*

IRS requires a yearly Board review of the organization's tax return.

- The Board reviewed the 2024 tax return.

Technical Rescue – *Jeff Dahl*

- TRT Training Admin. Assistants
 - Joy Waugh, Alexis Foldvary, and Zach Colburn are taking over administrative tasks (planning/AAR-writing/invites) for regular TRT trainings.
 - Jeff will maintain overall control.
- Drone and UAS policy
 - During the May 1, 2024, Board meeting, the Board came to consensus that the Drone Policy be classified as a Procedure and added as a new Appendix in WASART's Operating Procedure 6 by the Technical Rescue Committee (as opposed to being a separate document).
 - Due to its 44-page length and nature of the Drone Policy, the decision above was reviewed during the June 4, 2025, meeting. A decision was tabled regarding making the Drone Policy a standalone document instead of an appendix.
- Shirts
 - Since there is a dress code policy for trainings and deployments that require responders wear WASART-branded shirts or jackets, it was suggested that WASART should provide free shirts for members, like many other rescue organizations. It was noted that this could be a slippery slope—lots of other gear is required (like helmets), but WASART does not provide those items.
 - If WASART provides shirts to all members, when should that occur (at IFO or before, for example)?
 - Should WASART replace personal WASART-branded gear that has been damaged during deployments or trainings?
 - These questions were presented, but longer discussion was tabled.
- Vests
 - Jeff ordered 3 sample WASART-logoed vests (each under \$20) to wash and test.
 - Members could then buy their own and wear over any other clothing, thereby avoiding the need to purchase an expensive WASART-branded jacket.

Upcoming Trainings:

- June 7: Light Systems training at Issaquah Rock
- June 14: Heavy Systems training in Ravensdale
- June 6: Light Systems training at Little Si

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

Technical Water Rescue (dissolved) – *Vacant*
See Priority Discussion and Decision Items above.

Board Member Reports

President – *Lynn Snow* – *not present*

Answering Service Activity

May = 7

Vice President – *Angela Sorkin*

Committee Chair semi-annual check-ins

- Tabled.

Secretary – *Noah Bernays* – *not present*

Motion moved, seconded, and passed to approve the May Board meeting minutes.

Training Director – *Lenore Marentette*

- EAS training May 31
- Transport All Vehicles training on July 22
- Proposal for a dedicated GroupMe channel for work parties
 - Similar to the TRT deployment channel, everyone will be added to the main Work Party channel. When a specific work party is organized, an alert will be added to the main Work Party channel, and those available will be added to a new, event-specific channel.
- Hold harmless agreements (HHA)
 - Currently, WASART has each responder sign HHA's for each training event on private property.
 - According to Gretchen, an HHA is not necessary unless the owner wants one, in which case the owner (not WASART) should draft it, with or without an expiration date.
 - If a property owner is worried about WASART using their property, WASART could offer an HHA, or get a Certificate of Insurance to cover them.
 - See action item 25.06.01 below.
- **We could use more instructors and staff for the June 22 Transport training.**

Past President – *Bill Daugaard*

YTD number of deployments

2025: 10

2024: 8

Public Relations – *Michaela Eaves*

Facebook: 16,071

YouTube: 295

Instagram: 783

Advising Specialists:

Good of the Order

King County Summer Hazards Seminar recap (Greta/Jeanette) – Greta will send out a recap by email to the Board.

Moved to adjourn at 21:05.

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)

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

Upcoming Events:

6/13/25: 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
25.06.01	Determine if WASART needs to continue signing HHA's for each training on private property	Lenore	Assigned 6/4/25