

Washington State Animal Response Team
September 3rd, 2025
19:00 – 21:00
Via Zoom
BOD Minutes

In attendance: Lynn Snow, Caroline Phelps, Jeff Dahl, Michaela Eaves, Angela Sorkin, Julie Shipman, Gretchen McCallum, Lenore Marentette, Greta Cook

This meeting was called to order at 19:03.

Priority Discussion and Decision Items:

- Meet and Greet with Caroline Phelps
 - Caroline introduced herself to the BOD as a candidate for the Volunteer Management Committee Chair and participated in a Q&A session.
 - After Caroline logged off, a motion was moved, seconded, and passed to appoint Caroline Phelps as the Volunteer Management Committee Chair.
 - Lynn will formally invite Caroline via email in the next few days.
- To address WASART's constant need for additional duty officers (DO's), Jeff proposed that the BOD create an avenue by which non-WASART members could be trained to be DO's.
 - The BOD could reach out to known/trusted individuals (as opposed to the general public, out of security and reputation concerns).
 - A concern was voiced that a person who doesn't know what WASART does and isn't part of the WASART culture would have great difficulty fielding a call and determining the appropriate way to handle it.
 - There is a liability concern since calls are considered confidential.
 - WASART could add people as auxiliary members after they complete the membership application, waive the \$30 annual dues, retain the background check, and provide official badges. This could also serve to increase the outside members' pride/sense of professionalism in the role.
 - A pilot program of a single non-WASART DO is a possibility.
 - The last DO/CC training was in July, 2024. A DO-specific training is a possibility.
 - Many folks have been trained, but do not participate as CC's. partly because they do not feel comfortable in the role – for more experienced DO/CC's, it might help significantly to reach out to those people to shadow you when you take a call. It could also help to allow certain members to shadow the DO/CC GroupMe.
- Radio channels: if two frequencies are needed, use WASADM (preset #1) and WASCMD (preset #15). WASTAC's could have issues – use as last resort.
- Drones: MOU with KCSARA
 - Noah messaged the director of KCSARA's UAS program, Darren Moffatt, about an MOU with WASART. He said generally if the IC and WASART approves, then KCSARA pilots could respond to WASART deployments. Darren said he'd talk to Jon Mercer about formalizing that.
- Rethinking Open Houses
 - As currently structured, the return is not worth the effort and resources used.
 - Out of the 17 Open House attendees in 2023-2025, 6 are now members, and 1 is deployment-eligible.
 - This event should be taken off the Training calendar and put into the Outreach events calendar.
 - WASART has done one virtual Open House in the past.

Additional Unfinished Business:

None.

New business:

None.

Treasurer – Gretchen McCallum

Total donations deposited in August: \$7,606.67 (\$4,959.95 in 2024)

YTD as of September 2025

Gross Profit: \$72,200.34

Expenses: \$72,412.86

<u>Net Income</u>	<u>Total Liabilities and Equity</u>
2025: \$\$\$3,322.15	2025: \$307,048.84
2024: \$-\$2,570.97	2024: \$302,034.70

Committee Reports**Merchandise – Diane Johnson – not present**

August Sales: \$544

August Expenses: \$751.60

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

Fundraising – Vacant

No report.

Information & Communications Technology – Leo Notenboom

- New charging bank built and deployed to W2.
- Parts are in for 2 additional charging banks to be built + deployed to W1 and T1 later this month.
- Replacement mic for W2 cab radio is in.
- Have some tech to test to make forms (quizzes, surveys, and sign up) online produce as “pretty” PDFs, since some need that.

Supply – Greta Cook

- W1 buildout status
 - Shelving + desk complete, ceiling AC/heater installed, “house’ battery and inverter installed, insulation & sheeting nearly complete, reorganization of supplies totes + gear underway, spare door key in magnetic lock box behind driver side rear tire
 - KCSARA parking situation - still no firm answer. Hoping to get that decision soon.
- W3 status
 - 60K service, replaced leaking radiator and water pump, air pocket in coolant lines caused overheating on 8/22 + 8/24. Lines were bled and recharged, compression test on motor showed no damage to engine and no leaking anywhere. Greta drove it up to Crystal and got the digital coolant temp up to 240 but the manual gauge barely registered over ½. The digital instrument panel is not to be followed – instead use analog Hot/Cold gauge below tachometer.
 - W3 current weight with gear inside (everything non-essential has been removed) is 8,700 lbs – near its GVWR of 9,000 lbs. After a lot of research and talk with experts, we have determined it is capable of towing our 5,500 lb trailer. That is the weight with Joey and training supplies included. But if we want to add more gear in the truck or trailer, we may have to look at a bigger truck.

Outreach (on hold) – Vacant

No report.

Membership – Julie Shipman

Membership stats: 147 members

Credentials – Gretchen McCallum

Credential stats: 71 members qualified to deploy

Volunteer Management – Vacant

No report.

Sheltering – Vacant

- Greta + Jeanette toured RASKC and met with RASKC's manager, Tim Anderson, on 8/29 and discussed storing some sheltering supplies in the cargo containers. Tim said we had full access to use their 3 trailers with emergency sheltering supplies, they also have a stock horse trailer that hasn't been used in several years and he asked if we might be interested in it as a gift (big maybe). Tim may also have funds to help with purchasing some more supplies for us to use.
 - Meeting with Nathan Emery and Jason Shirron later this month to discuss detailed KC sheltering plans.
 - Drove by the new RASKC building about 2 miles north of the current facility – WASART may be able to store some supplies / hold trainings there.
 - RASKC staff and volunteers were invited to next month's Annual Exercise (AE).
 - Working on a joint volunteer training with RASKC and Mercer Island sometime this winter - one weekday (probably Wednesday) and a weekend day.
- Revisions to the OP1 Sheltering Procedure should be complete by early next month.
- Plans for AE are underway.

Finance – Gretchen McCallum

- All committee spending needs to be completed by 9/30 and receipts sent to Ritz thereafter.
- Semi-Annual Finance meeting is scheduled for 10/12 at 10:00am via Zoom.

Technical Rescue – Jeff Dahl

- Field Team Leader Training Weekend was a success!
- Finalizing submission of the last of this year's AAR's.
- There has been some strife in the training planning group, partly due to interpersonal relationships and partly due to a lack of clear definitions of how the trainings will be divided up. There is a meeting planned for next week aimed at getting this more organized and functional. Regardless, having the extra help with planning and writing AAR's has been incredibly valuable!
- TRC is starting to plan 2 events in 2026 (too early to get dates on the calendar until after all the regular training dates are known, hopefully by December).
 - A repeat of the Introduction to Rigging Basics course first held back in June, 2023.
 - The next Rigging-for-Rescue course.

Upcoming Trainings:

- 9/6 – Light Systems at Mt. Washington (steep angle)
- 9/13 – Light Systems at Torguson Park in North Bend (litter management)
- 9/20 – Heavy Systems in Ravensdale (tripod)

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

Board Member Reports

President – Lynn Snow

Answering Service Activity

August = 9

Vice President – Angela Sorkin

- General Membership Meeting is 2 weeks away (9/17).
 - Board members: please check out the shared Google doc draft agenda and add a few bullet points about what you wish to present. Slide deck coming soon (where you can add photos to accompany your speaking time). Use your time at the GMM to educate the membership about who you are, what you do on the Board, and let members know if and how they can get involved.

Secretary – Noah Bernays – not present

- August BOD minutes have been distributed for BOD edits before approval.

Training Director – Lenore Marentette

- Fall IFO was 8/16; 6 students + one guest from Sound Credit Union who may join WASART. One student still must complete the quiz to be deployable.
- Annual Exercise is Sunday, 10/25 with setup the day prior.

Past President – Bill Daugaard – not present

YTD number of deployments

2025: 17

2024: 13

Public Relations – Michaela Eaves

Facebook: 16,374

YouTube: 294

Instagram: 803

There was a post in the Water Cooler in which someone mentioned they saw WASART conducting a rescue while on a hike up Mt. Pilchuck. The casual nature of the post is a good sign of WASART's positive reputation and association with animal rescue.

Advising Specialists:

No advising specialists.

Good of the Order

Moved to adjourn at 20:02.

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)

6/13/25: Presentation at Pierce County DEM Annual Retreat, Frontier Park, Graham, WA (Michaela, Rory, Lenore)

REI Hiking with Dogs, 6/21/25, (Jeff, Michaela, Lynn, Lenore)

Upcoming Events:

9/6/25: Trail Magic for PCT thru-hikers. Lenore has sent an email out to membership with details

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
25.01.01	Research options for archiving or exporting GroupMe chats	Leo	Assigned 1/8/25
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
25.07.01	Update the water rescue guidelines	Noah	Assigned 7/2/25
25.08.05	Dispose of older handheld radios (keep only the F1000S's). Order and program new radios such that there are 4 in each of W1, W2, and W3.	Leo	Assigned 8/6/25
25.09.01	Organize and lead a dedicated duty officer training.	Gretchen	Assigned 9/3/25
25.09.02	Create a formal proposal to remove the Training Committee's Open House responsibility in Policy 2, and remove the Open Houses from the calendar.	Lenore	Assigned 9/3/25