

**Washington State Animal Response Team  
BOD Meeting Minutes  
March 4, 2026  
1900-2100 via Zoom**

**Meeting was called to order at 1901**

**In attendance: Lynn Snow, Jeff Dahl, Gretchen McCallum, Caroline Phelps, Lenore Marentette, Greta Cook, Julie Shipman, Angela Sorkin, Kimberly Taylor, Niccole Peters, Leo Notenboom**

**Priority Discussion & Decision Items:**

- Meet and Greet - Kimberly Taylor for Credentials Chair
  - Kimberly has been working with Gretchen the past few months to become familiar with the credentialing process
  - The board unanimously voted Kimberly in as the new Credentials Chair.
  - As of this point, Gretchen has stepped down as Credentials Chair, after serving in that position since WASART was started.
  - It was noted that an assistant for the Credentials Chair will likely be added in the near future to assist the Credentials Manager and help with the associated responsibilities, as well as work closely with membership.

**Additional Unfinished Business:**

- The Speakers Bureau spreadsheet
  - The Speaker's Bureau spreadsheet has been updated for Outreach presentations. It also includes lists of training instructors by area of expertise and animal resources to support WASART training and events. It is currently kept in the Training Committee Logistics folder in Dropbox.
  - After discussion, it was recommended the list of training instructors and resources be kept in the Training Committee's Dropbox folder. The Speakers Bureau list will be kept in the Outreach Dropbox folder.
- WASART Organizational Memory Log
  - WASART Organizational Memory Log has been created to capture WASART's history and major events. Sheets will include Major Turning Points in the Organization, Organizational Notes (what happened/why it matters), and Vendor/Partner Notes.
  - The goal of the spreadsheet is to compile historical data that may not be captured in the AARs, such as major events, lessons that have been learned, large donations, or other things of note.
  - The board will work on inputting past relevant events.

**New Business:**

- Retaining First Aid/CPR instructor as Independent Contractor
  - This contract is in the final stages of being created before being signed, allowing WASART to have access to in-house First Aid/CPR courses for our members.

- WASART will pay \$200 per class, regardless of size. Each member taking the class will pay \$17 to the instructor.
  - The location is still TBD. The first class will be April 11th, 2026.
  - WASART is responsible for choosing the location for these classes.
- WASART-wide email regarding gear cleaning
    - Every training and deployment requires gear cleaning and repacking in order to be ready to respond for the next call. Currently, a small group of individuals carries much of the responsibility for this work. The Board discussed the importance of reaching out to the broader membership to encourage additional volunteers to assist with this important effort.
    - An email will be drafted and distributed to membership in the near future regarding this topic.

## **Committee Reports:**

### **Technical Rescue Committee**

- TRT training dates through RFR in early June are all noted in the TRC meeting minutes and are all on the online WASART calendar.
- The TRC will need to find a new location for this year's Field Team Leadership training. There are a few places that could work. Suggestions from others are welcomed.
- Teena at Valley Camp in North Bend, one of our new heavy-systems training locations, has authorized WASART to fly drones during TRT trainings. Jeff has notified her of how drones can be helpful in our missions, and that we will be using them for pilot and VO training as well as for gathering social media footage.
- Jeff will be reaching out to the DO/CC'ers this month in planning for the post-IFO mock mission. The plan is to run it similar to the way we did during last year's FTL weekend, where the CC(s) will be given the deployment information and will disperse it somewhat like we would in a "real" deployment.

### **Information and Communications Technology**

- WASART Website
  - The WASART website has been slower recently, and a bigger server will likely be required.
- WASART Newsletter
  - The newsletter is in the process of being revived.
- GroupMe Issues
  - Some members, particularly some CCs, have been having issues creating groups on GroupMe. Microsoft was contacted, and the issue seems to be resolved for the time being.

### **Merchandise**

- Sales \$154
- Expenses \$1570  
(Long sleeve Tshirts, Vests)

## **Supply**

- KCSARA HQ construction to begin next week (3/9) through early May. W1 Transit van may need to be moved to another location on the property or off site at times during the construction period. I will keep everyone updated as needed.
- Monthly storage costs at Enumclaw Plateau Heated Storage are increasing for our covered parking space from \$239 to \$256 effective 3/27; Unit I-9159 cost is remaining the same at \$199.
- Storage unit and Boneyard Containers purge and reorganization 3/7 and or 15 if needed

## **Membership**

- 112 Members (no new members)
- Additional 19 members not renewing = 38 members not renewing in 2026

## **Credentials**

- 63 eligible to deploy

## **Volunteer Management**

- Nothing to report.

## **Finance Committee**

- Nothing to report

## **UAS Committee**

- Had our first training March 1st that was attended by some TRT members. Went over what we have and what situations they would be good for.
- Will need to check the email all. A member that isn't quite finished with training said they didn't get the email sent to everyone.

## **Sheltering Committee**

- The annual trailers inventory and maintenance work party last month at the Enumclaw Expo Center Les Schwab Hall was attended by nine members. A big Thank You to those that helped and to the Expo Center for donating the hall for the weekend!
  - AKC4 (trailer to be relinquished) was restocked with original supplies as much as possible. Extra supplies were distributed to AKC5 and T2 (large animal) trailers and Boneyard containers.
    - No news on relinquishment timeline as yet.
  - Inventory and tote reorganization and labeling was also accomplished.
- Enumclaw Expo Center Boneyard reorganization work party 3/7 and 15 if needed
- Table top exercise to practice Intake procedures is scheduled for 4/11 from 12-4. Location TBD.

## **Outreach Committee**

- Tacoma Equine Event had a great turnout of members volunteering to help as well as several attendees signing up for information on WASART. Caroline Phelps is following up with the attendees who requested info. Michaela was a guest speaker for the event.
- Next Outreach Committee meeting is on 3/16/26
- King County Office of Em Management Quarterly briefing 3/19 capabilities presentation will be given by Michaela and Angela.

## **Fundraising**

- The City of Mercer Island has donated an older but still current iPhone with a value of \$599.00. I will send an acknowledgment as soon as I receive relevant contact information.

## **BOD Reports:**

### ***Lynn Snow, President:***

- February answering service calls: 5

### ***Angela Sorkin, Vice President:***

- The next general membership meeting is coming up on March 18th! Please review the proposed agenda for the upcoming March 18th GMM. I have suggested topics and timeframes for each Board member. Please let me know if you wish to change the suggested topics, your allotted time, or if you do not plan to present. Once you have done that, please begin creating your slides. Don't hesitate to reach out for help.

### ***Gretchen/Ritz, Treasurer:***

- Unrestricted donations in February: 2025: \$2,489.09; 2026: \$2,354.12
- Total Bank Accounts, CDs: 2025: \$232,287.64; 2026: \$261,168.49
- Total Net Assets: 2025: \$306,045.78; 2026: \$348,328.08

### ***Joy Waugh, Secretary:***

- February BOD meeting minutes approved and published on website

### ***Lenore Marentette, Training Director:***

- 8 students signed up for IFO

### **Public Relations: *Michaela Eaves***

- Social media stats: Facebook: 18,409  
Instagram: 849  
YouTube: 303

## Advising Specialists:

### Bill Daugaard:

- 2026 YTD deployments: 7
- 2025 YTD deployments: 8

### Noah Bernays:

- No new information regarding selling the raft currently housed in W1.

## Upcoming Events

- 3/19 King County OEM Quarterly Briefing Meeting capabilities presentation (Michaela, Greta)
- 5/2/26 Puyallup CERT Presentation (Michaela)
- 10/31/26 PNW SAR Conference, large animal rigging demonstration (Jeff, Michaela, TRT)

## Past Events:

- 2/7/26 9am-3pm - Tacoma Equine Horse Health Expo info table and presentation. Lakewood
- 1/13/26 6pm - Enumclaw Plateau Community Association - Presentation, Q&A - Horse trails and safety on the trail presentation, Muckleshoot Library, Auburn

Action #	Description	Assigned to	Last Update
25.01.01	Research options for archiving or exporting GroupMe chats	Leo	Assigned 1/8/25
25.07.01	Update the water rescue guidelines	Noah	Assigned 7/2/25
26.02.04	Succession Plan for Credentials	Kimberly	Assigned 2/4/26
26.02.05	Succession Plan for Membership	Julie	Assigned 2/4/26
26.02.06	Succession Plan for Bill Daugaard	Bill D	Assigned 2/4/26
26.02.07	Succession Plan Reviews of Current Docs	All BOD with a current doc	Assigned 2/4/26

