

**Washington State Animal Response Team
Meeting Minutes
April 1, 2026
1900-2100 (approximately)
via Zoom**

Meeting was called to order at 1901

In attendance: Lynn Snow, Jeff Dahl, Joy Waugh, Angela Sorkin, Bill Daugaard, Julie Shipman, Kimberly Taylor, Michaela Eaves, Niccole Peters, Gretchen McCallum, Caroline Phelps, Jon Mercer, Greta Cook

Priority Discussion & Decision Items:

- IFO Certification
 - Policy 3 currently requires members to complete all online requirements within 90 days of attending the in-person Introduction to Field Operations (IFO) training. These requirements include successful completion of the IFO in-person training, associated online videos and quiz, Bloodborne Pathogens (BBP) training and waiver, CPR and First Aid certifications, and FEMA courses 100, 200, 700, and 800, including their respective assessments. Members who do not complete all online requirements within the 90-day period are required to retake the IFO in person training.
 - Following a review of this process, the Board approved the motion to revise the requirement. Members must now complete the IFO in-person training and the associated online videos and quiz within 90 days of attending the training session to be IFO certified. All remaining requirements must still be completed prior to a member being considered deployable. Refer to the FEMA course exception outlined below for additional details.
- FEMA Extension for Deployment Eligibility
 - The Board discussed how the intermittent government shut-downs have affected member's ability to complete the required FEMA courses and their assessments as a part of the deployment eligibility process.
 - The Board approved the motion that if the FEMA courses and resulting assessments are not available due to circumstances outside of the WASART member's control, once all other requirements have been successfully completed, members may be given a Trainee designation and then can deploy in a limited capacity. Upon the FEMA courses and assessments becoming available to the member, they have 90 days to complete the requirement or they lose their Trainee designation and can no longer deploy until the requirement is met.
- WASART FEMA Requirements
 - The Board agreed that FEMA class requirements for WASART will first be reviewed by the Training Committee at its May meeting.
- Field Team Leader Nominations
 - Here is the list of this year's nominees for Field Team Lead who have received a majority vote of approval by the TRC. Prior to their notification and acceptance, our FTL guidelines require majority approval by the BOD.
 - Kat Donald
 - Caroline Phelps

- Ken Marentette
 - Eric Shin
 - David Peters
 - Niccole Peters
 - Greta Cook
 - Stephanie Strothers
- The Board unanimously approved all FTL nominees.
- GroupMe Subcategories
 - The board opted to delete GroupMe subcategories in the DO/CC GroupMe to avoid oversaturation.
 - The various GroupMe's related to the vehicles will be discussed amongst the vehicle drivers at a later date.

New Business:

- Owner Support on Missions: Following recent feedback from the Song deployment
 - Assigning a support person to the owner should be a priority role in the majority of situations.
 - Additional training will be provided to members in the future on how to best support animal owners.

Committee Reports:

Technical Rescue Committee - *Jeff Dahl*

- The training cadre has trainings planned through the middle of June.
- TRT training videos are still in the recording and editing process, and will be getting uploaded to the TRT training site soon.
- Hoping to hear soon about how many people we can bring to the PNW-SAR conference to help out with our tripod/Joey scenario, and whether participants will get free access to the other presentations. That will help me to get people signed up to help ASAP.

Information and Communications Technology - *Leo Notenboom*

- InReach's software updated while we had all vehicles in 1 spot for IFO. Ready for the season. (Also noted that all were charged to 100%. 👍)
- Radio in the back of W1 (finally) programmed, though not tested.

Merchandise - *Niccole Peters*

- Sales \$444
- Expenses \$122.34
- Donated Items:
 - Viking Coat (XL) - From Jo Becker
 - Columbia Coat (XL) - From Camille Schaefer

Supply - *Greta Cook*

- Storage unit work party - thank you to Kimberly and Lenore who helped me with our annual Storage unit purge and reorganization on 3/7. All supplies have a place and shelves are being relabeled to help identify the committee that “owns the space” for easier retrieval. If you are not sure where something is located or where it “should be” located. Please ask Greta!
 - Reminder - we have a sign out/sign in sheet for the storage unit. We have a lot of shared items and need to keep track of who has them.
- Airtags are being added to all handheld VHF radios in our response vehicles (4) each in W1, W2 and T1. *Update as of 4/12 - 4 additional radios will be added to each vehicle as soon as the new finance committee budget is approved and they can be ordered.*
- Fuel cards in our motored vehicles need to have their monthly limit increased to compensate for rising costs at the pump. *Update as of 4/12 - each debit card limit will be raised to \$500/month. If this amount is insufficient due vehicle use, TEXT Ritz (WASART bookkeeper) and she will pay off the card balance to make the maximum monthly amount available again.*
- KCSARA HQ construction update impacting W1 (Ford Transit Van) - construction project has been delayed due to permitting.
 - We can continue to use our assigned parking space until further notice
 - W1 may be moved to the north side of the property when construction begins

Membership - Julie Shipman

- 115 members (including 3 new members)

Credentials - Kimberly Taylor

- 60 Deployable members as of 31-MAR-2026

Volunteer Management - Caroline Phelps

- One new mentor program participant (mentee) coming from IFO.

Finance Committee - Gretchen McCallum

- Finance Committee Meeting 4/12/2026

UAS Committee - Jon Mercer

- Doing training with TRT on April 26th and stand alone training on May 9th.

Sheltering Committee - Greta Cook, interim chair

- Tabletop Exercise, 4/11 from 12-4, Federal Way Library on 1st St. We are holding a hands-on tabletop exercise to practice intake procedures, communications, and housing set up. It's a fun low stress event open to all.
 - Please let Greta know if you are able to attend greta@wasart.org
- Boneyard work party Sat 4/18 from 10-4 to purge and reorganize supplies from Sheltering, Training and TRT committees. Also doing some grounds cleanup - weedeating and hedge pruning. All are encouraged to help out. Pizza provided!
- AKC4 trailer relinquishment status - AKC is working to find another organization to take it over.

Outreach Committee - Vacant

- Upcoming and Past Events listed at end of Agenda
- Michaela Eaves guest speaker at the 3/30/2026 meeting with a presentation and skill building session on Outreach Without Overreach

Fundraising - Vacant

- Nothing to report

BOD Reports:

Lynn Snow, President:

- March answering service calls: 13

Angela Sorkin, Vice President:

- GMM was well-attended with 32 members joining. Thanks to all of you for your contributions. Let me know if you have ideas or suggestions for the next one happening on September 16th.

Gretchen/Ritz, Treasurer:

- Financial reports for March will be sent to the BOD.

Donations in the Month of March:

\$10,607 (2026); \$3,575 (2025)

Balance Sheet (January 1 - March 31):

Total money assets in CDs, Money Market savings account, Special Reserves account, Truck account, checking account: \$267,794 (2026); \$228,050 (2025)

Fixed Assets:

Equipment: \$47,802 (2026); \$53,939 (2025)

Trailers & Vehicles: \$236,965 (2026); \$221,224 (2025)

Total for all Assets:

\$352,283 (2026); \$300,614 (2025)

Joy Waugh, Secretary:

- March DOB minutes were approved and uploaded to the website and Dropbox.

(Greta Cook for) Lenore Marentette, Training Director:

- 3/22 IFO training at Grateful Pine Farm (home of Gemma/Yoshi, 2013 deployment) was attended by 10 trainees, 18 staff and 4 animals. Thank you everyone for your help, especially when we had a deployment request and several instructors left to attend the call.
- 5/2 Emergency Animal Shelter training (free) at Dr Heather's farm in Enumclaw. We are looking for more helpers to assist with training support throughout the day. Register as a trainee or helper wasart.org/register Questions? Email greta@wasart.org
- 6/27 Transport training (free) Enumclaw Expo Center needs helpers with our "all vehicles" training and practice session. Register to help or take the training wasart.org/register

Public Relations: *Michaela Eaves*

- Social media stats: Facebook: 18,615
Instagram: 858
YouTube: 305
 - Attended the King County OEM Quarterly Briefing Meeting capabilities presentation along KCSARA and other emergency response agencies.
 - Opportunity for WASART to assist during the World Cup.

Advising Specialists:

Bill Daugaard:

- 2026 YTD deployments: 10
- 2025 YTD deployments: 8

Noah Bernays:

- Water Rescue Guidelines update is in progress

Good of the Order:

- N/A

Upcoming Events

- 4/24/26 Vertical World Lynnwood (Caroline, Jeff, Lynn)
- 5/2/26 Puyallup CERT Presentation (Michaela)
- 5/7/26 King County Summer Hazards Seminar, KC EOC (Greta, Jeanette)
- 5/8/26 BCHW Buckhorn Chapter Presentation - Chimacum (Greta)
- 5/14/26 SARposium - Reminger Farms, Carnation

- 5/28/26 Pierce County Conservation District co-presentation - Firewise Practices for Livestock Farms presentation (Greta) - via Zoom
- 6/10/26 Hiking with Dogs - Lynnwood (Michaela, Jeff, Lynn)
- 9/2/26 BCHW Tahoma Chapter Presentation - Maple Valley (Greta)
- 10/31/26 PNW SAR Conference, large animal rigging demonstration (Jeff, Michaela, TRT)
- Hiking with Dogs Online Presentation with Washington Hikers and Climbers (date TBD)
- Hiking with Dogs REI Issaquah (date TBD)

Past Events:

- 3/19 King County OEM Quarterly Briefing Meeting capabilities presentation (Michaela, Angela)
- 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