

Washington State Animal Response Team

• BOD Meeting Minutes

May 6, 2026

1900-2100 (approximately)

via Zoom

This meeting was called to order at 1900

In attendance: Angela Sorkin, Leo Notenboom, Bill Daugaard, Joy Waugh, Jeff Dahl, John Mercer, Lenore Marentette, Niccole Peters, Caroline Phelps, Greta Cook, Michaela Eaves

Priority Discussion & Decision Items:

- Respond.Reset.Ready! (Gear cleaning)
 - Lenore will post, to the RRR permanent BOD agenda item, a list of proposed solutions that have been suggested and/or tried to increase engagement at cleaning parties after trainings and deployments. WASART has started providing pizzas during cleaning parties to increase member involvement.
 - A suggestion was made to start more dialogue with members to see what barriers prevent them from attending cleaning parties.

Additional Unfinished Business:

- None

New Business:

- Training number for outreach events
- Outreach events will now be covered under DEM numbers. However, DEM numbers must be requested 10 business days in advance of the event, and will require that a subsequent AAR be written and submitted within 14 days after the event.

Committee Reports:

Technical Rescue Committee - *Jeff Dahl*

- Videos: Joy and I have been working on recording and editing many new training videos to upload to the WASART TRT website. Some of the videos were actually recorded back in October, with Zach, Alexis, and others involved. Many completed ones have been uploaded, and we have a list planned for many more to be recorded and available.
- RFR attendees: The invitation to attend our upcoming RFR courses is contingent on everyone being Operator-qualified. Two of the invitees have been working to get qualified, and as of this past weekend have attained that status.
- At our upcoming LS training, the plan is to do many iterations of basic operations, including edge transitions and knot passes.
- At the end of the month, there is a “pre-RFR” training that all are invited to. The intention is to focus on making sure all the attendees are well-prepared going in, but the exact nature of the trainings is still TBD. All TRT members are invited.

Information and Communications Technology - *Leo Notenboom*

- 12 new VHF radios are programmed and nearing deployment-ready. (4 additional for each of W-1, W-2, and T-1)
- Additional space will need to be created in each vehicle for the charging stations for the additional radios.
- Newsletter inching toward readiness.

Merchandise - *Niccole Peters*

- Sales - \$90
- Expenses - \$0

Supply - Greta Cook

- Boneyard Work party 4/18 attended by Betsey, Carey, Dave P, Jeanette, Joy, Jurgen, Tamie and Greta. Property maintenance - weed eating and pruning completed, some vehicle maintenance, and storage containers purged and reorganized. Everyone worked hard and a lot was accomplished. A big thank you to all who spent their Saturday supporting WASART
- Insurance renewal
- AKC4 dispersal status
 - No word back from AKC as to where the trailer will be relocated.
- W3 (Ram PU) engine light occasionally comes on and is triggered by the emissions system which will require a smoke test. The test requires the gas tank be at ½ or less. Timing for the test, i.e. light comes on and gas tank is reduced to half and the dealer can get us in, may interrupt its readiness status. The dealer states there is no issue driving it with the engine light on.

Membership - Julie Shipman

- 116 members (including 2 new members)

Credentials - Kimberly Taylor

- Deployable Members Status
- 64 deployable members, 3 of which are trainees
- Trainees are waiting for FEMA 800 to become available before becoming fully deployable

Volunteer Management - Caroline Phelps

- No new mentee/mentor pairs this month.

Finance Committee - Gretchen McCallum

Report from semi-annual meeting of April 12, 2026.

- As of March 31, 2026, there was \$91,363 in the checking account, \$16,792 in the savings account, a total of \$139,205 in the three Certificates of Deposit accounts, and \$20,218 in the Special Reserves Account.
- The Special Reserves Account was comprised of \$11,547 for TRT advanced training, \$3,256 for TRT equipment, \$4,925 for unexpected vehicle maintenance of over \$250, and \$480 interest
- The committees' budgets of the previous six month period, 10/1/2025-3/31/2026, were reviewed as were the committees' budgets proposed for the next six month period, 4/1/2026-9/30/2026. (See report)
- The Chairs determined that \$2,500 of the TRT's proposed budget of \$12,000 should be placed in the Special Reserves Account for future TRT advanced training purposes.
- The Chairs also requested that (1) the BOD authorize Ritz to move \$2,500 from the checking account into the Special Reserves Account for TRT advanced training, and (2) move \$2,000 from the checking account into the Special Reserves account for unexpected vehicle maintenance. This latter amount was included in the budget for Vehicles, Trailers, etc.
 - The BOD approved the budgets proposed for 4/1/2026-9/30/2026.
 - The BOD further authorized Ritz to transfer \$2,500 from the checking account to the Special Reserves Account for future TRT advanced

- training
 - The BOD also authorized Ritz to transfer \$2,000 from the checking account into the Special Reserves account for unexpected vehicle maintenance

UAS Committee - Jon Mercer

- Gave Jason all the training dates to associate with the training number.
- Next training is this Saturday in North Bend.

Sheltering Committee - Vacant

- Work party at Boneyard - see description under Supply Committee
- EAS training - great support from committee members, great team work
- Work party - follow up to EAS training last Saturday. We will be repacking the trailers to make sure supplies and equipment are in the correct trailer and location within the trailer to be deployment ready. Date TBD - stay tuned!

Outreach Committee - Vacant

- Upcoming and Past Events listed at end of Agenda
- Public engagement event on 4/24/26 at Vertical World Lynnwood during their Spring Jam climbing competition with a focus on WASART volunteer recruitment and general information. We received several sign-ups for more information. Caroline Phelps, Volunteer Manager, is following up with the info requests.

Fundraising - Vacant

- None

BOD Reports:

Lynn Snow, President:

- April answering service calls: 13

Angela Sorkin, Vice President:

- Semi-annual Committee Chair check-ins will be scheduled this month. I will reach out to each Chair who has active committee members to see how things are going. These meetings will be kept to around 30 minutes, though more time is available if desired.

Gretchen/Ritz, Treasurer:

- Donations for the month of April:
 - \$3,006 (2026); \$22,257 (2025 - includes a \$15,000 in-kind donation)
- Donations January-April:
 - \$52,987 (2026); \$32,918 (2025)
- Bank account totals through April:
 - \$260,570 (2026); \$233,266 (2025)
- Gross Profit through April
 - \$59,763 (2026); \$40,255 (2025)
- Total expenditures through April
 - \$25,985 (2026); \$25,203 (2025)
- Net revenue through April
 - \$33,860 (2026); \$15,081 (2025)
- Total for assets through April

- \$347,901 (2026); \$319,284 (2025)

Joy Waugh, Secretary:

- April meeting minutes were approved and posted on the website and Dropbox.

Lenore Marentette, Training Director:

- Eight students, including three recertifying students, successfully completed EAS training on May 2
- Betsey Mullen and Tamie Waugh attended FA/CPR “test class” on May 5 to assess prospective instructor Chief Pete; awaiting feedback
- TC to discuss FEMA courses May 11

Public Relations: Michaela Eaves

- Social media stats: Facebook: 18,704; Instagram: 872; YouTube: 305
- Michaela conducted a training for the Puyallup CERT group regarding handling animals in disasters.

Advising Specialists:

Bill Dugaard:

- 2026 YTD deployments: 12
- 2025 YTD deployments: 9

Noah Bernays:

- “Guidelines for Operating Around Water” v1 to be sent out for Board vote in the next ~week.

Good of the Order:

- None

Upcoming Events

- 5/7/26 King County Summer Hazards Seminar - KC EOC (Greta, Jeanette)
- 5/8/26 BCHW Buckhorn Chapter Presentation (Greta)
- 5/14/26 SARposium - 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 (Greta)
- 10/31/26 PNW SAR Conference, large animal rigging demonstration (Jeff, Michaela, TRT)

Past Events:

- 5/2/26 Puyallup CERT Presentation (Michaela)
- 4/24/26 Vertical World Lynnwood (Caroline, Lynn, Jeff, Joy, Dave)
- ● 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, Muckleshoot Library, Auburn (Greta, Joy, Tamie)

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

WASART Finance Committee
Report for Meeting - April 12, 2026

Committee	Budget for 10.01.25 to 3.31.26	Actual Expenses for Period Column B	Balance of Budget (Column A minus Column B)	Budgets Approved by BOD 5.6.26	Chairperson
Credentials	\$ 400		\$ 400	\$ 100	Kimberly
Finance	\$ 100	--	--	\$ 100	Gretchen
Fundraising	\$ 500	\$ 587	\$ (87)	\$ 100	Gretchen
Membership	\$ 500	\$ 128	\$ 372	\$ 400	Julie Shipman
Merchandise	\$ 3,000	\$ 3,003	\$ (3)	\$ 6,600	Niccole Peters
Outreach	\$ 200	\$ 228	\$ (28)	\$ 2,400	Lynn (temp)
Public Relations	\$ 100		\$ 100	\$ 100	Michaela
Sheltering Advisory	\$ 1,300	\$ 681	\$ 619	\$ 1,700	Greta
Supply (Equipment)	\$ 2,000	\$ 1,408	\$ 592	\$ 2,200	Greta
Technical Response Team (TRT) ⁽¹⁾	\$ 8,500	\$ 8,600	\$ (100)	\$ 12,000	Jeff
Tech & Comm	\$ 5,000	\$ 4,250	\$ 750	\$ 10,000	Leo
Training	\$ 450	\$ 231	\$ 219	\$ 200	Lenore
Unmanned Aircraft System (UAS)	\$ 8,000	\$ -	\$ 8,000	\$ 8,000	Jon Mercer
Vehicles, Trailers ⁽²⁾	\$ 6,000	\$ 2,564	\$ 3,436	\$ 15,000	Greta, Ritz
Vol. Mgmt	\$ 500	\$ 403	\$ 97	\$ 900	Caroline
WASART1 Buildout ⁽³⁾	\$ 10,000	\$ 2,213	\$ 7,787	\$ 5,000	Greta
Total	\$ 46,550	\$ 24,295	\$ 22,255	\$ 64,800	
Admin Expenses	\$ 12,000	\$ 9,093	\$ 2,908	\$ 26,000	Ritz, Gretchen
Grand Total	\$ 58,550	\$ 33,388	\$ 25,162	\$ 90,800	
Notes: ⁽¹⁾ For each six month period WASART will set aside \$2500 for advanced training fees for TRT members. This amount is included in the TRT budget and the actual expenses. During this period, \$4,458 was covered by a transfer from Special Reserve account					
⁽²⁾ For each six month period WASART will set aside \$2,000 for Vehicle Major Maintenance. This is included in the Vehicles budget and the actual expenses.					

(3) Estimates for the total cost to complete the WASART1 buildout was \$40,000. The current proposed budget of \$5,000 is to cover anticipated costs incurred in the next six months				
Bank Account Balances as of 3.31.26	Financial Statement Balance	Special Reserve Account:		3.31.26
Spec Reserve Account ⁽¹⁾	\$ 20,218	TRT Advanced Training		\$ 11,547
Truck Account	\$ 216	TRT Equipment		\$ 3,256
Savings Account	\$ 16,792	TWRT		\$ -
Checking Account	\$ 88,061	Vehicle Major Maint		\$ 4,925
Prime Alliance 6 month CD	\$ 61,373	Interest		\$ 490
Prime Alliance 6 month CD	\$ 42,566	Balance		\$ 20,218
SCU 12 month CD	\$ 35,266			
Total Cash on Hand	\$ 264,493			

2026.05.06 BOD Approved Budgets.xlsx 5.6.26 BOD Approved Budgets