

**Pennsylvania State Animal Response Team  
Board of Directors Meeting  
Tuesday, April 8, 2008  
11:00 p.m.-2:00 p.m.  
PEMA  
In Attendance**

- Dr. Nanette Hanshaw-Roberts, **Board Chairperson**, Pennsylvania Department of Agriculture
- Mr. Norris Benns, Esq., Volunteer
- Mr. Charles Bruckner, Volunteer
- Mr. Darin Cox, **Acting Treasurer**, PA Federation of Dog Clubs
- Ms. Linda Spahr, **Acting Secretary**, PSU Cooperative Extension
- Ms. Charlene Wandzilak, **Vice-Chair**, Pennsylvania Veterinary Medical Association
- Dr. Charles Newton, University of Penn, School of Veterinary Medicine
- Mr. Randy Rockey, Centre County EMA Director
- Dr. Don McLean, USDA
- Dr. Lenny Southam, PVMA
- Ms. Sarah Speed, HSUS
- Mr. Joseph Roberge, PEMA
- Mr. Joel Hersh, Ex-Officio, Executive Director, PASART
- Ms. Karen Critchfield, Ex-Officio, Director Training and Development, PASART

**Absent**

- Dr. John Ellis PA Society for Biomedical Research ,
- Ms. Joan Breidenstine, American Red Cross of Berks County
- Mr. James Simpson, Hanover Shoe Farms
- Ms. Susan Smith, Bedford CART Coordinator
- Mr. Karel Minor, Federated Humane Societies of PA
- Mr. Troy Stump. ZooAmerica

## Minutes

<b>Topic of Discussion</b>	<b>Main Points of Discussion</b>	<b>Action Items or Next Steps</b>
Approval of the Minutes	<p>The following minutes were presented for the Boards approval:</p> <ul style="list-style-type: none"> <li>• January 8 Board of Directors Meeting minutes</li> </ul>	<p>Motion: To approve the minutes of the following meetings as presented:</p> <ul style="list-style-type: none"> <li>▪ January 8, 2008 Board of Directors Meeting minutes</li> <li>▪ Dr. McLean 1<sup>st</sup>, Mr. Benns2<sup>nd</sup></li> </ul> <p><b>- APPROVED.</b></p>
Approval of Minutes	<p>The following minutes were presented for the Boards approval:</p> <ul style="list-style-type: none"> <li>• January 8 Annual Meeting Minutes</li> </ul>	<p>Motion: To approve the minutes of the following meetings as presented:</p> <ul style="list-style-type: none"> <li>▪ January 8, 2008 Board of Directors Annual Meeting minutes.</li> <li>▪ Mr. Roberge 1<sup>st</sup></li> <li>▪ Dr. McLain 2<sup>nd</sup></li> </ul> <p><b>APPROVED.</b></p>
Treasurer's Report	<p>Mr. Cox provided the Board with the Treasurer's report. Mr. Rockey suggested we move to a single audit</p>	<p>Motion: To approve report presented:</p> <ul style="list-style-type: none"> <li>• Mr. Roberge 1<sup>st</sup></li> <li>• Mr. Rockey 2<sup>nd</sup></li> </ul> <p><b>APPROVED</b></p>
Federal Grant	<p>Mr. Hersh provided with an in depth review of the new federal grant; PASART grant award and the proposed budget for the grant.</p>	<p>No further action required at this time.</p>
By Laws	<p>The tabled By Laws were revisited.</p> <p><b>Section 1 is OK as is. Section 4</b>-Extended discussion on how to stagger limits of board members resulted in Joel offering to develop language to reflect a staggered nature of the terms served.</p> <p><b>Section 8</b>-Discussion on whether an officer has to be a Board Member and how the permanent seat changes in personnel may affect that position.</p>	<p>Charlene suggested the Vice Chair should move into the Chair position. After further discussion a subcommittee was appointed to look at other models and report back to the BOD. Those appointed to serve on the committee were Charlene, Sarah, Norris and Joel.</p> <p><b>Tabled until next meeting.</b></p>
<b>Policy on Loan of PASART Equipment</b>	<p>Joel reviewed the incidents that prompted this item. Randy asked if PASART <b>owned</b> anything. After</p>	<p>Subcommittee of Randy Rockey, Joe Roberge, Linda Spahr, and Sarah Speed will review and</p>

	discussion on liability, ownership, insurance and disinfection the matter was sent to a committee of Randy Rockey, Joe Roberge, Linda Spahr, and Sarah Speed.	advise Board at next meeting.
<b>Draft on Liability Policy</b>	Randy suggested that CART should fall under EMA in each jurisdiction according to Title 35 which has not yet passed. CART members would be "Duly enrolled" volunteers under Title 35. Lenny asked about costs medical costs for animals being covered.	Norris moved we look at the feasibility of being duly enrolled volunteers before the next meeting. Randy seconded the motion and Norris will look into the matter and report back at the next BOD meeting.
Executive Director and Public Outreach and Training Director Report	Written report submitted. Discussion on highlights. Discussion of Regional response by CARTs was addressed. Joel cautioned the response time plays a big role in a regional response. Randy Memorandums of Understanding (MOU) are usually in place as part of the County plan. Davis Hill is working to get DHS (Department of Homeland Security) numbers for his animal Rescue course which will allow Task Forces to provide funding in some cases. Discussion followed on sheltering and CARTs involvement. Joel has written an evaluation toll for determining if jurisdictions/States are prepared to handle animals in a disaster. Joel is serving on a DHS Animal Emergency Committee involved with credentialing. We are in the second phase of credentialing which includes positions internal to the State. Joel and Karen will attend the HSUS conference as panelists. We have a conference call line for coordinators meetings. The same line is used to host the Mid Atlantic SASRT and SART like organizations conference calls. Lehigh Valley CART received a \$5000.00 grant from the Community and Economic Development Council Joel shared a Certificate of Recognition given to Chester County CART With the new grant we should be able	No further action needed

	<p>to put a trailer in each County.  Counties without viable teams in place will not receive a trailer until the team is established.  Joel reminded the board that committees will be formed within the Board to address items from the strategic planning session.</p>	
Next Meeting	Next Board meeting to occur on July 8, 2008 at PEMA	No further action at this time.
Adjournment	There being nothing further to discuss, the meeting was adjourned at 2:15PM.	Motion: To adjourn the April 8, 2008, meeting of the Board. Mr. Roberge 1 <sup>st</sup> ; Mr. Bennis 2 <sup>nd</sup> – <b>APPROVED.</b>