

**Pennsylvania State Animal Response Team
Board of Directors Meeting
Thursday, January 5, 2006
11:00 p.m.-2:00 p.m.
Hershey Convention Center, Tower 1
Hershey, PA**

In Attendance

- Dr. Nanette Hanshaw-Roberts, **Board Chairperson**, Emergency Planning Coordinator, Bureau of Animal Health and Diagnostic Services, Pennsylvania Department of Agriculture
- Ms. Charlene Wandzilak, **Board Vice-Chairperson**, Executive Director, Pennsylvania Veterinary Medical Association
- Ms. Anne Irwin, **Board Secretary**, Executive Director, Bucks County SPCA and Past President, Federated Humane Societies of Pennsylvania
- Mr. Norm Conrad, **Board Treasurer**, Senior Extension Educator, Union County Cooperative Extension, Mifflinburg, PA
- Mr. Norris Bennis, Esq.
- Mr. Charles Bruckner, Volunteer
- Mr. Darin Cox, PA Federation of Dog Clubs
- Randy Rockey, Centre County EMA Director
- Sheila Borne, PA Society for Biomedical Research
- Wade Grim for Mr. James Simpson, Hanover Shoe Farms
- Rebecca Fry for Barbara Dyer, The Humane Society of the United States(HSUS)
- Julia Groom-Thompson, Susquehanna Valley Red Cross
- Troy Stump. ZooAmerica
- Dr. Don McLean, USDA
- Dr. Michael Wooten, USDA, Technical Advisor
- Ms. Karen Critchfield, Training Director, PASART
- Mr. Joel Hersh, Ex-Officio, Executive Director, PASART

- Guest: Maryann King Hasbrook, EARS

Absent

- Mr. Joseph Roberge, PEMA
- Dr. Charles Newton, University of Penn, School of Veterinary Medicine
- Dr. Karen Martin , PVMA

Minutes

Topic of Discussion	Main Points of Discussion	Action Items or Next Steps
Approval of the Minutes	<p>The following minutes were presented for the Boards approval:</p> <ul style="list-style-type: none"> ▪ October 11, 2005 Board of Directors Meeting minutes 	<p>Motion: To approve the minutes of the following meetings as presented:</p> <ul style="list-style-type: none"> ▪ October 11, 2005 Board of Directors Meeting minutes <p>- APPROVED.</p>
Introduction of Board members	Each Board member introduced themselves.	No further action needed.
Election of New Board Members	Presentation of Randy Rockey and Sheila Borne for Board membership	<p>Motions: To elect Mr. Rockey and Ms. Borne members of the PASART Board.</p> <p>-APPROVED</p>
Draft Conflict of Interest Policy	Discussion of policy and its need for IRS application submission.	<p>Motion: To approve policy as edited after discussion.</p> <p>-APPROVED</p>
Draft By Laws change	<p>Discussion of By Laws change to include Dissolution clause as required by IRS 501 (c) (3) application.</p> <p>Discussion of proxy issue. Members may designate an alternate for their organization. Language added to draft.</p>	<p>Motion: To approve revised By Laws as discussed and presented.</p> <p>-APPROVED</p>
MOU with EARS	<p>Presentation by Maryann King Hasbrook from EARS on MOU.</p> <p>Discussion and questions from Board.</p>	<p>Board decided not to enter in to an MOU with EARS at this time. Major discussion centered on the need for any MOU's given the number that might be generated. Also, concern about locking PASART into any binding arrangements with any group.</p>

Status of Non Profit application	Report to the Board by Charlene Wandzilak, Vice-Chair that application has been filed with Department of State.	No further action needed.
Five Year Plan	Discussion begun. Major areas for concern are fund raising and marketing along with training of volunteers. Discussion about retreat to focus on only the Strategic Plan...	Staff directed to arrange with PSU Cooperative Extension training in leadership for board members and strategic planning. Meeting/retreat to be held end of February/beginning of March dependent on facilitator availability.
Executive Director's Report	<p>Funding Initiatives: Board was advised that ODP funding of 200k and 50k from CDC will be available for PASART.</p> <p>Activities Report: Mr. Hersh presented the Board with a listing of activities completed from 10-11-05. through January 4, 2006 and a summary listing for 2005.</p>	<p>No further action needed</p> <p>No further action at this time.</p>
Pubic Outreach and Training Directors Report	<p>Training plans for 2006 presented and discussed. Production of video by PSU for CART use discussed.</p> <p>Discussion of need for field exercises for CART members discussed. Board supportive of need.</p>	<p>Motion: To pursue video production by PSU with costs being borne by the CDC grant -APPROVED</p>
Next Meeting	Next Board meeting to occur on April 13, 2006 from 11:00am to 2:00pm at Hershey Motor Lodge	No further action at this time.
Adjournment	There being nothing further to discuss, the meeting was adjourned at 2:15 PM	<p>Motion: To adjourn the January 5, 2006 meeting of the Board. - APPROVED.</p>