



# Federal Emergency Management Agency

Washington, D.C. 20472

## MEMORANDUM

**FOR:** Search Working Group  
Chair

**DATE:** 4-8-04

**FROM:** Canine Subcommittee

**SUBJECT:** Canine Subcommittee Meeting Minutes

Please find the attendance and agenda items addressed at the recent Canine Work Group conference call:

MEETING DATE(s) >>		4-8-04	Call Number 73	
MEMBERSHIP / ATTENDANCE				
Teresa MacPherson		[Interim chair]		
Member	Y/N	Member	Y/N	
Shirley Hammond	N			
Fred Pitts	Y			
Ann Wichmann	Y			
John Dean	Y			
John Gilkey	Y			
Mike Marks	Y			
Rory Rehbeck (SWG)	Y			
Bruce Berry (SWG)	Y			
Dean Scott (Program Office)	Y			

## Canine Subcommittee Meeting Minutes Page Two

### AGENDA ITEMS/DISCUSSION

- Minutes
- New Evaluators:
  - Rex Ianson CATF3 (STM), Type I Evaluator
- Extension:
  - Elizabeth Kreitler VATF1 (handler)/Nero -
- Status update:
  - Mentor memo to TFLs dated March 15, 04
  - Face to Face Meeting
- Mapping:
  - Offer from Lee Turner to revise, for our review, the mapping system that is on the website to make it jive with what is in the FOG
- Face to Face topics to be divided up among ourselves:
  - A) KSA's, Position Description and Position Task Book
  - B) I.D. specific training requirements needed for CSS position
  - C) Finalize SOPs
  - D) Annual reviews:
    - a) DSCREP—non-substantive (incorporate changes)
    - b) DSCREP—substantive (score sheets, apps)
    - c) Mission Statement
    - d) Policies—non-substantive (incorporate changes)
    - e) Policies—substantive
  - E) Review CSST course/Training Program
  - F) Single Cert Process Outline

### PROPOSED ACTIONS

- Minutes
  - The minutes from conference call dated 3-18-04 were accepted.
- Extensions
  - Elizabeth Kreitler VATF1 (handler)/Nero were granted an extension.
- New Evaluators:
  - Rex Ianson CATF3 (STM), Type I Evaluator
  - Approved as a Type I Evaluator
- Status update:
  - Mentor memo to TFLs dated March 15, 04
    - The memo is still being processed.
  - Face to Face Meeting
    - The meeting is being arranged, possibly in Phoenix.

## Canine Subcommittee Meeting Minutes

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#### ■ Mapping:

We had an offer from Lee Turner to revise, for our review, the mapping system that is on the website to make it jive with what is in the FOG. We voted to accept his offer.

A comment on mapping is to be put into Evaluator conference call minutes: "It is not, at this time, the policy to fail an otherwise passing team for inadequate map skills as long as the consensus of the evaluation staff is that the handler made a good faith effort to produce a useable map. It is an opportunity to help further the handler's knowledge of mapping. Not seriously attempting to produce a useable map is a fallible issue."

#### ■ Face to Face topics to be divided up among ourselves:

- A) KSA's, Position Description and Position Task Book
  - i. John Gilkey
- B) I.D. specific training requirements needed for CSS position
  - i. Entire group consideration required to be submitted by June.
- C) Finalize SOPs
  - i. Ann
- D) Annual reviews:
  - a. DSCREP—non-substantive (incorporate changes)
    - i. Teresa
  - b. DSCREP—substantive (score sheets, apps, immunizations, victim loyalty)
    - i. John D.
  - c. Mission Statement
    - i. Mike
    - ii. Currently our mission statement (created in 1999) reads: The mission of the National US&R Canine Subcommittee is to facilitate the development and utilization of competent disaster search canine teams as a resource for the National US&R Response System. The subcommittee will accomplish this mission using the following 5 strategies:
      - 1. Communication
      - 2. Development
      - 3. Implementation
      - 4. Management
      - 5. Education
  - d. Policies—non-substantive (incorporate changes)
    - i. Teresa
  - e. Policies—substantive
    - i. Shirley
- E) Review CSST course/Training Program (Advanced course in addition to the CSST)
  - i. Ann, Shirley, & John D.
- F) Single Cert Process Outline
  - i. Fred

### NEXT CALL

TBD