

**MEMORANDUM**

U.S. Department of Homeland Security



**FEMA**

**DATE:** 10 October 2004

**FOR:** Rory Rehbeck, Chair  
Search Working Group

**FROM:** Canine Sub-Committee

**SUBJECT: Canine Sub-Committee Meeting Minutes**

Please find the attendance and agenda items addressed on the recent Canine Sub-committee conference call:

<b>MEETING DATE(s) &gt;&gt;</b>		10-28-04	Call # 81	
<b>MEMBERSHIP / ATTENDANCE</b>				
Teresa MacPherson		Chair		
<b>Member</b>	<b>Y/N</b>	<b>Member</b>	<b>Y/N</b>	
Teresa MacPherson	Y			
Ann Wichmann	Y			
Shirley Hammond	N			
John Dean	Y			
John Gilkey	N			
Mike Marks	Y			
Fred Pitts (scribe)	Y			
Rory Rehbeck (SWG)	N			
Bruce Berry (SWG)	Y			
Dean Scott (Program Office)	N			

## **AGENDA ITEMS/DISCUSSION**

- Conference Call Minutes
- AZ test
- VA1 test
- CSST—FFX
- Training Weekend Protocol
- Concurrent Type 1 & 2 Shadow Experiences
- AAR format
- Chief Eval app
- NV k9
- Sharing Resources
- Recert Extension
- New Eval apps (Jen Little, handler, VA1) (Lette Birn, handler, NM)
- Eval Conf Calls—topics to include
  - AAR
  - Chief Eval App and PD
  - Shopping—when is it a fail?
  - Type II:
  - Ladder (up & down?)
  - Lack of control (what is it?)
  - False alerts—can a handler call more than 2 FBILHS and then pick 2?
  - Handler pinpointing as time runs out—how much time?
  - Set-up (moving all teams thru as a single unit)

## **PROPOSED ACTIONS**

- Minutes from 10-05-04 conference call.
  - Approved without amendment.
- AZ test
  - Excellent AAR
  - The one injury still has confusion amongst the parties involved but it sounds like the forms are in existence and there is some forward movement towards resolution.
  - Suggestion from John D. that the paperwork and instructions be a part of the test SOP packet. John volunteered to take on assembling this part of the packet.
- VA1 test
  - Type II is set as scheduled. The Type I will not occur on the scheduled dates. The program office is reviewing the situation and alternative dates.
- CSST—FFX
  - Positive experience.
  - STMs seemed to have a positive response to the training and abilities of the canine team.

- STMs set up the scenarios and night ops. A suggestion was made that instead of a night ops that we incorporate a longer operational shift.
- A suggestion was made that we write a frame work for CSST set up. It should not be too restricting but it should ensure the basic materials are provided. Ann W will compose a draft of minimum requirements.
- Training Weekend Protocol
  - MO is considering hosting a training weekend instead of the test for their July 2005 test slot.
  - Lee Turner has offered to write up a proposed format for our review.
  - We should leave the format open so that we don't close ourselves to positive opportunities. Different training opportunities may be offered, *but the primary focus needs to remain on test preparation.*
  - Possibilities for different training themes can be; Mock deployment, building search, etc.
- Concurrent Type 1 & 2 Shadow Experiences
  - Cost and effort can be prohibitive or at least inhibiting to do separately.
  - Can we combine the processes into a single evaluator certification process?
  - All requirements remain, but the Type I and II shadow experiences do not have to be in any order. Put to a membership vote - Unanimous approval pending SWG agreement that it is a change this sub-committee can make.
- AAR format
  - Fred to contact Judy Harmon in WA to find out what happened to the AAR for the WA test.
  - Fred is in the process of formatting the new AAR for use by all Chief Evaluators and needs a couple of weeks to pull it together. The sub-committee will then review. The AAR format needs to be completed for presentation to the cadre during the evaluator calls.
- Chief Eval app
  - To be completed for presentation to the cadre during the evaluator calls.
- NV k9 (aggression incident at CA June test)
  - Upon review of the incident, the Sub-committee, by majority vote, does not support said canine to continue in FEMA sponsored events. The canine is being voluntarily removed from the program, thus no further action is necessary.

- Sharing Resources
  - We need to have a canine team sharing mechanism in place before requiring certified-only deployed teams.
  - Suggestion that if a task force has at least two certified canines they can borrow the other two teams to deploy. This shows that the task force is committed to building their own team but does not remove them from deployment status when they are down teams for any reason.
  - A further suggestion that the task forces who have less than two certified teams need to have an action plan for building their canine component, reviewed and approved by the Subcommittee or the Program Office, before they can borrow dogs. Task forces with four or more certified teams but are down teams because of travel or illness can borrow teams. Any sharing of k9 resources would be transacted between TFLs.
  - Mike and John D. to work on the recommendation concept, format and language.

Note: The Program Office sponsors 12 k9 teams per Task force as a part of the 3 deep concept for a total of 210 rostered members. Please be aware that the Sponsoring Agency incurs all costs and liability for any additions other than the 12 rostered teams.

- Recert Extension
  - From the program office: Go ahead in good faith that if your recert date is after December 2004 then you get another year tacked on to your Type I certification, while awaiting the directive.
- New Eval apps (Jen Little, handler, VA1) (Lette Birn, handler, NM)
  - Jen Little approved
  - Letta Birn approved
- Eval Conf Calls
  - Moderator - Bruce Berry
  - Dates and times - December 2004
    - Wed 8<sup>th</sup> at: Noon Eastern Standard Time
    - Thu 14<sup>th</sup> at: 9pm Eastern Standard Time
  - Teresa to update Evaluator list
  - Teresa to solicit questions ahead of time
  - topics to be discussed at next conference call
    - AAR—Fred to draft
    - Chief Eval App and PD—Ann W to draft
    - Shopping—when is it a fail?
    - Type II:
    - Ladder (up & down?)
    - Lack of control (what is it?)
    - False alerts—can a handler call more than 2 FBILHS and then pick 2?
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- November 29 Noon, Eastern Standard time