

**MEMORANDUM**

U.S. Department of Homeland Security



**FEMA**

**DATE:** 30 November 2006

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

**FROM:** Canine Sub-Committee

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

Please find the attendance and agenda items addressed on the 30 November 2006 Canine Sub-committee conference call:

<b>MEETING DATE(s)</b>		11/30/2006	<b>Call # 102</b>
<b>MEMBERSHIP / ATTENDANCE</b>			
<b>Member</b>	<b>Y/N</b>	<b>Guest</b>	<b>Y/N</b>
Teresa MacPherson, Chair	Y	Rory Rehbeck (SWG)	Y
Mike Marks	N	Jennifer Massey (scribe)	Y
Joe Caputo	Y		
Cathy Schiltz	Y		
John Dean	N		
Darren Bobrosky	Y		
Debra Tosch	Y		

**AGENDA ITEMS/DISCUSSION**

- 1) Minutes from 29 September 2006 Conference Call
- 2) Texas Test
- 3) Tennessee Test
- 4) Los Angeles CSST
- 5) Florida CP
- 6) New Mentor – Deborah Burnett
- 7) New Evaluator Applications (previously approved by email)
  - Justin Poarch, STM (UT-TF1)
  - Adam Skiver, Handler (AZ-TF1)
- 8) New Evaluators (previously approved by email)
  - Sam Balsam, Handler (MD-TF1)
  - Bill Monahan, Handler (CA-TF2)
  - Joe Caputo, STM (NY-TF1)
- 9) New Evaluators
  - Tommy Kelly, Handler (TN-TF1)
  - Sharon Grant, Handler (MD-TF1)
  - Tom Moore, Handler (NV-TF1)
  - Janet Merrill, Handler (MA-TF1)
  - Gail McCarthy, Handler (MA-TF1) (run FSA?)
  - Tony Zintsmaster, Handler (IN-TF1)
- 10) 2007 Budget – 25 M
- 11) 2008 Calendar
- 12) Next Call

## PROPOSED ACTIONS

### 1) Minutes from 29 September 2006 Conference Call

- Approved

### 2) Texas Test

- 75% pass rate, no issues, successful test

### 3) Tennessee Test

- 67% pass rate, no issues, successful test

NOTE: CSC needs to make sure that applications are being checked (e.g., FSA done, all signatures, etc.).

- Whomever the Representative is for the region the test is being held in is responsible for checking all the test applications to make sure they are complete.

### 4) Los Angeles CSST

- Positive feedback, constructive criticism

### 5) Florida CP

- Discussed set up

### 6) New Mentor – Deborah Burnett

- Application has been submitted and she has met all requirements. She will be added to the mentor list.

### 7) New Evaluator Applications (previously approved by email)

- Justin Poarch, STM (UT-TF1)
- Adam Skiver, Handler (AZ-TF1)

### 8) New Evaluators (previously approved by email)

- Sam Balsam, Handler (MD-TF1)
- Bill Monahan, Handler (CA-TF2)
- Joe Caputo, STM (NY-TF1)

### 9) New Evaluators

- Tommy Kelly, Handler (TN-TF1) - **Approved**
- Sharon Grant, Handler (MD-TF1) - **Approved**
- Tom Moore, Handler (NV-TF1) - **Approved**

- Janet Merrill, Handler (MA-TF1) - **Approved**
- Gail McCarthy, Handler (MA-TF1) – **conducting FSA in Dec**
- Tony Zintsmaster, Handler (IN-TF1) - **Approved**

**10) 2007 Budget – 25 M**

- In 2007 hosting Task Force allotted 25K to host the CE/CP.

**11) 2008 Calendar –**

- Discussed 2008 calendar as to courses/tests, if budget is increased

**12) Next Call – 12 December 1200 EST**

**CONFERENCE CALL(s)**

**CSC Call:** 12 December 1200 EST

Evaluator Calls: January 2007 (after FL2 CP)

Canine Coordinator Calls: January 2007

**NEXT FACE TO FACE MEETING**

TBD