

AGENDA ITEMS/DISCUSSION

- 1) Minutes from 20 February 2008 call**
- 2) Attendance at meeting by Canadian R&D Representative**
- 3) IN-TF1 CP report**
- 4) VA-TF2 CSST report**
- 5) SOP's revised**
- 6) Shadow Evaluator Extension**
- 7) Upcoming CE's/CP's**
 - 12-13 April, OH-TF1 CE
 - 19-20 April, CA-TF6 CE
 - 17-18 May, CO-TF1 CE
 - 21-22 June, CA-TF5 CP
- 8) Face-to-face meeting agenda**
 - Documents – annual review
 - Mission Statement
 - CSSCP
 - Policies
 - SOPs
 - Applications/Forms
 - Peer Reviews
 - Shadow Package

- Evaluator Roster
 - Handler Roster
 - Mentor Roster
 - Canine Coordinator Roster
 - Canine Coordinator Questionnaire
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- Screening recommendation
 - Excess property recommendation
 - DisasterDog website
 - HSIN website
 - Contingency plan for CEs/CPs
 - Open training weekends
 - CSST videos
 - Next calls
 - Next face-to-face meeting

PROPOSED ACTIONS

1) Minutes from 20 February 2008 call

- Approved

2) Attendance at meeting by Canadian R&D Representative

- Due to time constraints, the consensus was to wait. The group also felt the meeting may be premature at this time.

3) IN-TF1 CP report

- General consensus was positive. Discussion as to the safety of the event. Precautions

were taken, no person or dog was hurt. But the CSG has been requested to develop a contingency plan and/or guidelines for extreme circumstances that may impact safety. Scheduling must be taken into account as a factor, too.

4) VA-TF2 CSST report

- First CSST with the new contractor. Due to a communication glitch, 42 dogs were accepted, instead of the usual limit of 30. There were a few bumps in the beginning but they were ironed out very quickly. General consensus from the students was that the class went well. STM's input was that no more than 12 STM's at the course is a good number – 2 per group. They were kept very busy “managing” 42 dog teams.

5) SOP's revised

- SOPs will be revised to reflect the new application/announcement process as well as removing the limit of 1 “pick” per pile.

6) Shadow Evaluator Extension

- Russell Tao – granted extension to finish shadow requirements by the end of 2008.

7) Upcoming CE's/CP's

- 12-13 April, OH-TF1 CE
- 19-20 April, CA-TF6 CE
- 17-18 May, CO-TF1 CE
- 21-22 June, CA-TF5 CP
 - There's been talk on the street that CA-TF5 wants this converted to a CE. Debra will contact Marc V. and advise him that he needs to make a request, if this is so. Teresa will then poll the TFs as to system needs to support the request for a conversion.

8) Face-to-face meeting agenda

- Documents – annual review
 - Mission Statement

- CSSCP
- Policies
- SOPs
- Applications/Forms
 - o Need to change signature lines
- Peer Reviews
- Shadow Package
- Evaluator Roster
- Handler Roster
- Mentor Roster
- Canine Coordinator Roster
- Canine Coordinator Questionnaire
 - o Debra to review prior to the meeting
- Screening recommendation
- Excess property recommendation
- DisasterDog website
- HSIN website
- Contingency plan for CEs/CPs
- Open training weekends
- CSST videos
- Next call(s)—CSG, Canine Coordinators, Evaluators
- Next face-to-face meeting

CONFERENCE CALL(s)

CSG Call: TBD

Pre-Evaluation Call: TBD

NEXT FACE TO FACE MEETING

April 25-27, 2008 in San Diego, California