



Federal Emergency Management Agency

Washington, D.C. 20472

MEMORANDUM

FOR: Search Work Group Chair

DATE: 7-17-03

FROM: Canine Subcommittee
Bruce Speer--Subcommittee Chair

SUBJECT: Subcommittee Meeting Minutes

Please find the attendance and agenda items addressed at the recent Canine Subcommittee Meeting on the listed dates in Herndon, VA.

MEETING DATE(s) >>		July 11—13, 2003	
MEMBERSHIP / ATTENDANCE			
Bruce Speer [chair]			
Member	Y/N	Member	Y/N
Shirley Hammond	Y	Fred Endrikat (TFL) (OWG)	N
Chris Selfridge	Y		
Teresa MacPherson	Y		
Ann Wichmann	Y		
Anne Trout	Y		
Bruce Berry (SWG)	N		
Rory Rehbeck (SWG)	N		
Charlie Flanagan (TWG)	N		
Dean Scott (FEMA)	N		

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AGENDA ITEMS/DISCUSSION

- HRD dog Proposal

- DSCREP typo revision

- CSST course
 - As a requirement
 - Scheduling of 2 courses within the next 18 months

- Training
 - Basic
 - Advanced
 - Short Term
 - Long Term

- Evaluator Training

- Use of non-system personnel in FEMA sponsored events
 - testing teams
 - instructors
 - evaluators
 - support/helpers

- CSC face-to face meetings

- Means to recoup member expenses

- Single level canine certification

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PROPOSED ACTIONS

- See Attached Recommendations

Synopsis of SWG input:

- HRD dogs—Proposal acknowledged.
- DSCREP revision (typos)—approved.
- Request for additional CSST course—approved.

- Training (handlers)—approved;
SWG suggests creating a list of qualified personnel available to implement Training Program(s)

- Training (evaluators)—approved;
SWG suggests:

We mandate participation in the scheduled evaluator conference calls.
Implementation of a candidate review of all evaluators at each test.
Document revision as to the above.

- Use of non-system personnel in FEMA sponsored events—
Support/helpers—no SWG position at this time. Recommendation forwarded to Legal Issues Working Group; TFL's will be advised of the situation at the August meeting. Decision as to how to proceed in the interim will be forthcoming, as the use of non-system helpers (victims, timers, etc) has been the norm for many Task Forces in hosting an evaluation.

Testing teams—no SWG position at this time. Recommendation forwarded to Legal Issues Working Group. In the interim, teams not attached to a FEMA Task Force cannot participate in a FEMA sponsored evaluation due to the possible tort liability and workers compensation issues.

Instructors—SWG approved recommendation that all Instructors are rostered with a FEMA Task Force, with the understanding that Subject Matter Experts (SMEs) are exempt.

Evaluators--SWG approved recommendation that all Evaluators are rostered with a FEMA Task Force.

- CSC face to face meetings—SWG approved;
Suggested they be scheduled with the SWG meetings.
- Means to recoup member expenses—SWG approved.

- Single level canine cert—SWG approved;
Suggested adding a timetable of a two day meeting before Nov, 2003 along with conference call support to explore and develop the concept. SWG requests a first draft by FEB, 2004 to review for their scheduled meeting.