

MEMORANDUM

U.S. Department of Homeland Security



FEMA

DATE: 17 June 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:

MEETING DATE(s) >>		6-17-04	Call # 75	
MEMBERSHIP / ATTENDANCE				
Teresa MacPherson		Chair		
Member	Y/N	Member	Y/N	
Fred Pitts	Y			
Ann Wichmann	Y			
John Dean	Y			
John Gilkey	Y			
Mike Marks	Y			
Bruce Berry (SWG)	N			
Dean Scott (Program Office)	N			

AGENDA ITEMS/DISCUSSION

- Minutes from face to face meeting
- Confirm approval for Howard Orr, handler, CATF1 to begin shadow process for Type II
- Confirm that Bill Monahan, STM, CATF2 is not approved--must be a Type I handler or STM for 2 years
- CSST course--update
- Discuss recs approved/disapproved by SWG and prepare for presentation to Ops Group
- DSCREP--non-substantive amended Doc ready for posting? (Dean--how to get it on FEMA site? Rory--how to get it to TFLs?)
- Type II Evaluators expired--Tori Kidd (FL1), Jeff Place (CA4), Barbara Altum (UT1), Christa Wendlandt??? status???
- VMAT joint training invitation
- NDSDF conf call

PROPOSED ACTIONS

- Minutes from face to face meeting
 - Accepted
- Confirm approval for Howard Orr, handler, CATF1 to begin shadow process for Type II
 - Approval confirmed.
- Confirm that Bill Monahan, STM, CATF2 is not approved--must be a Type I handler or STM for 2 years
 - Teresa to send a note to Bill Monahan stating that the Sub-committee has not received confirmation that he meets the criteria (Type I handler or STM for 2 years) and thus cannot approve his application to begin the shadow process to be a Type II evaluator.
- CSST course--update
 - Where it will be located is in the hands of Eagle Systems and Dave Webb.
 - Eagle Systems asked if we wished to make a quick revision of the CSST for the upcoming October course. It may be quite awhile before the new course is ready to be implemented; cleaning up the current course may make it more useful for that time. In September we begin work the new course.

- Discuss recs approved/disapproved by SWG and prepare for presentation to Ops Group
 - The Sub-committee agrees that the gains in the Canine Search Specialist program made by these recommendations are of such importance that the rewording requested by SWG pale in comparison and should be accepted as is.
 - The Sub-committee agrees that it be requested that the timeframe for developing a list of possible mentors be extended to sometime after a Mentor Position Description is approved so that Task Forces will be able to make informed selections for submission.
 - We were previously approved to develop a training manual. How do we want to fit that into the development of the program?
- DSCREP--non-substantive amended Doc ready for posting?
 - The DSCREP will be posted as soon as the forms section is formatted. Next Friday (June 25th) is the target date. Fred is to do the formatting and this Subcommittee is to review and approve them.
- Type II Evaluators expired--Tori Kidd (FL1), Jeff Place (CA4), Barbara Altum (UT1), Christa Wendlandt??? status???
 - Christa Wendlandt has evaluated within the two year period. There is a question whether she is still attached to a Task Force. We will wait until next week to give her time to establish a connection before a decision is made.
 - Tori Kidd has been removed from the roster.
 - Jeff Place has been removed from the roster.
 - Barbara Altum has been removed from the roster.
- VMAT joint training invitation
 - The possibility of joint training opportunities has been proposed by VMAT and is being handled at the Program Office. VMAT is planning to attend the MA test.
- NDSDF conf call
 - We extended an invitation to open a dialog to the NDSDF via Debra Tosch. She responded requesting that we postpone setting a date for the call until July due to currently tight schedules.

NEXT CALL

- July 30 Noon EDT