

**CUMBERLAND COUNTY ANIMAL RESPONSE TEAM  
C.A.R.T.**

**OCTOBER 29, 2008 MEETING**

The 2<sup>nd</sup> meeting of the CC- CART took place at 22 High Street, Windham, Maine, 6pm, October 29, 2008.  
Attendees:

James Budway	Bonnie Canfield
Adele Jones	Katie Lisnik
Connie Herrick	Roy Gorman
Amanda Poulin	Marti Snyder
Lisa Smith	George H. Libby, Sr
Colleen Coyne	Chris Harriman
Chuck Burnie	Bobbi-Jo Dobbs
Ausilia Evans	Tammy Lebeau
Lloyd Donnellan	Kevin Gogoins
Mary Kahl	Jeannie Forgues
Wendy Smith	Adriene Brown
Douglas Andrews	Peter Smith
Kelly Strout	

**Agenda  
October 29, 2008**

**Welcome:**

**Guest Speaker: Katie Lisnik, Maine State Director of The Humane Society of the United States.**

**Minutes from September 23, 2008**

**Old Business:**

**By-Laws: (At attorneys office)  
ICS 700 and 100 Discussion  
FEMA IS 10 and 11  
Review of Budget**

**New Business:**

**Code of Conduct Review, Discussion, Signing**

## **ID Discussion**

**Set date for first hands on training**

**Set date for first “test” fan out procedure**

**Set next meeting date**

**Other?**

## **Adjourn:**

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## **Welcome:**

**Guest speaker: Katie Lisnik, HSUS-Maine Director**

The meeting was called to order at 6:08 pm by Adele Jones, Co-Leader of CART. Adele explained that Adam Farrington, the other Co-leader could not be present this evening because his wife had just had a baby girl. Adele Introduced Katie Lisnik, Maine’s Director for Humane Society of the United States. Katie explained the duties of HSUS; how they would be able to help the CART during an event if our resources became over extended. She explained about the other organizations that are available to help out during a disaster if required. A couple of these organizations are: N-DART Team, United Animal Nation, American Humane Society to name a few. These organizations can be contacted thru Katie if we need help.

Katie also explained that during the Buxton Puppy Mill event, that the HSUS provided 6-8 persons a day to help with that situation. In this type of event, NDART could possibly be called to assist. The HSUS pays for all lodging and food for their volunteers for duration of the event.

Katie spoke on DART training opportunities that may be available in 2009 /2010. If CC-CART wanted to sponsor a DART training in this area it would have to be scheduled now for 2010. DART training is booked a long time in advance because of requests for it. Next DART training will be in Augusta in Sept. 2009. More information to follow.

Katie suggested we check with the National Animal Rescue Shelter Organization (NARS) to see if they have any training available we would be interested in. Also check on United Animal Nation training coming up for 2009 in Maine.

The Dept of Agriculture-Maine, also does training will provide Adele with name of person to contact.

Katie suggested the CC-CART sign MOU’s with United Animal Nation for using their forms, just a formality as they are more then willing to share their forms. That way all CARTs in Maine would be using the same forms.

Maine Emergency Management Agency is in the process of signing a MOU with the HSUS.

Katie also has brochures she can provide to hand out to the public or an address where we can order the brochures in bulk for public dissemination.

## **OLD BUSINESS:**

Adele asked if everyone had read the minutes of last meeting, Sept. 23, 2008, if so and no discussion would someone make motion that minutes be accepted. Roy Gorham made the motion to accept the minutes of meeting, Ausilia Evans, seconded motion. Motion passed, minutes accepted.

Adele explained that the draft of the CART Constitution/Bylaws had been sent to the County Attorney for review and would be discussed at later meeting.

**Training:**

Adele explained training on courses ICS 700 and 100 also FEMA IS 10 and 11. Handed out a sheet explaining how to get on FEMA website for courses and take courses.

Also explained that we are still waiting to get a definitive answer on CERT/CART training requirements from the State.

Asked that everyone who has taken any courses already and has certificates please send them to Bonnie Canfield, County Liaison.

**Budget:**

Bonnie Canfield, spoke about budget; grant was awarded CC CART in amount of \$5500. Expenditures so far have been for refreshments. Balance this date is \$5,166.73.

Specs for a Dell laptop computer are in the process of being done, cost approx. \$2,000. Also a digital camera is being priced out with printer. Hard cases will be purchased for these items. Also a large hard case for storage of leashes, water bowls, paperwork, gloves, vests etc, will be purchased.

Adele added that the safety vests requirements have been changed by OSHA therefore will cost more money than first thought, still working on prices for those.

Bonnie is working on the 2009 budget at this time, suggestions welcomed from volunteers; also the annual report that has to be sent to MEMA by the end of the year.

**NEW BUSINESS:**

Copies of Code of Conduct for CART volunteers passed out for signatures.

**Credentialing:**

ID badges were discussed. Eric Sawyer of CCEMA will be doing that credentialing for us at upcoming meeting. Adele discussed that we needed to have a fan-out test; to make sure that we could get a hold of volunteers when we needed them.

**Fan-Out**

Jim Budway, Director CCEMA, discussed the City Watch program that County uses to contact EMA Directors, Fire Chiefs and other organizations when needed. He explained how the system works; that will call numbers and leave a pre-recorded message. He explained that Eric from our office could set this up for us with names and number to call and how the procedure works.

**Other:**

Open discussion followed, with many questions asked; most answered and many suggestions from volunteers on how to proceed with informing public about CART; community TV spots, Maine 207 TV program, Public meeting, newspaper articles, brochures maybe in CMP bills etc, make a PowerPoint to shower to school age children/ have people who have been in disaster/emergencies in Maine speak about their experiences.

Need to appoint public relations persons.

Discussed different committees will need, Public Information, Public Relations, Resource/donation Management, Shelter managers and staff etc. This will be worked on in the coming meetings.

Adele asked how many of the volunteers needed People CPR training; almost all. So that training as well as Pet CPR training will be scheduled in coming weeks. These 2 training should be able to be accomplished during a regular monthly meeting.

Adam will be discussing Pet Shelter setup training in the coming weeks. With the holidays coming up time is limited and we know people are busy around holiday.

Question on Shelters was asked, where they are, how many there are etc. Jim Budway, EMA director spoke to this issue. CCEMA is working on County Evacuation plan at this time; along these evacuation routes, the County along with ARC are looking at municipalities that could possibly have a structure that could become a Regional Shelter, and hopefully also have a building nearby that would fit the needs of a Pet Friendly Shelter also. These are all works in progress at this time.

Jim will speak at the next meeting explaining a little about the Evacuation Planning that is taking place at this time.

The next meeting will be November 19, 2008 at 6pm at 22 High Street Windham, Maine.  
Agenda will be forwarded when set.

Meeting adjourned 7:50 pm

Respectfully submitted  
Bonnie Canfield  
CC-Liaison