



# HUMANE H.E.L.P

## MEETING MINUTES

|             |                  |             |                                     |                  |               |
|-------------|------------------|-------------|-------------------------------------|------------------|---------------|
| <b>DATE</b> | October 16, 2023 | <b>TIME</b> | Called: 8:30am<br>Adjourned: 9:30am | <b>SECRETARY</b> | Kelly Thyssen |
|-------------|------------------|-------------|-------------------------------------|------------------|---------------|

| ATTENDEES         |                 |              |              |
|-------------------|-----------------|--------------|--------------|
| Kasey Schwartz    | Tabitha Blewett | Cathy Bustos |              |
| Shyah Johnson     | Kelly Thyssen   |              |              |
| NOT IN ATTENDANCE |                 |              |              |
| Alexis Fine       | Rebekha Montie  | Mary Brown   | Amanda Moore |
|                   |                 |              |              |

| ITEM #    | ITEM  | SPEAKER                                   |
|-----------|---|---|
| <b>1.</b> | <p>Board position nominations and voting:</p> <p>Tabitha nominated Kelly Thyssen for Chair, seconded by Cathy.</p> <p>Tabitha nominated Kasey Schartzter for Vice Chair, Seconded by Kelly.</p> <p>Tabitha volunteered to be Secretary, seconded by Cathy.</p> <p>Tabitha nominated Alexis Fine for Treasurer, seconded by Shyah.</p> <p>Cathy volunteered for Training Coordinator, seconded by Kelly.</p> <p>Others named as board members: Amanda Moore, Rebekha Montie, Mary Brown, and Shyah Johnson</p> <p>Quorum = Majority (5 board members out of the 9 board positions)</p> | Kelly, Tabitha,<br>Kasey, Shyah,<br>Cathy |
| <b>2.</b> | <p>Financials:</p> <p>Discussion regarding membership, peers, board members, and dues. Discussion regarding what dues should be charged based on the level of membership. Structure and dues decided as follows:</p>  | Kelly, Tabitha,<br>Kasey, Shyah,<br>Cathy |

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|        | <p>Board member: Voted in, no dues required.</p> <p>Peer: \$10/year</p> <p>Member: \$25/year</p> <p>Additional discussion set initial fundraising goal at \$3000 to help cover the cost of a booth at the Texas Unites for Animals 2024 conference, shirts, swag items for the booth, business cards, handouts, and any other initial set up costs.</p> <p>All board members will be required to assist in fund raising efforts including helping to spread the word about ongoing fundraising events, sharing information through social media, and reaching out to other organizations to solicit donations.</p> <p>Kelly will work with Alexis (Treasurer) to set up a bank account after the first meeting minutes and by laws have been approved.</p>   |                              |
| 3.     | <p>PR/Outreach:</p> <p>All board members will have access to the shared Humane HELP email so everyone can help answer emails that come in. Tabitha, Kelly, and Kasey will all be admins on the Facebook page. Kelly will set up the contact us form on the website which will auto generate an email.</p> <p>There was discussion on the importance of each peer and/or board member to take the time to reach out (in person if possible) to other shelters and organizations to be able to spread the word about peer support, how it applies to shelters and animal control organizations, and how to request help for critical incidents.</p> <p>Kelly is working on data collection and research to be able to put together graphs to help illustrate the need for peer support in the animal welfare industry.</p> <p>Shyah is compiling a list of people that have taken the Humane Educators of Texas compassion fatigue training so we can reach out to them and advertise membership opportunities and send out the survey(s).</p> | Kelly, Tabitha, Kasey, Shyah |
| 4.     | <p>By Laws:</p> <p>Kelly sent a copy of the rough draft of the proposed bylaws for the board of directors. Each board member was asked to review it and submit any changes. Once the bylaws have been edited, they will be given back to the board for approval voting.</p>  | Kelly, Tabitha, Kasey, Shyah |

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| 5.     | <p>Member and Peer Requirements:</p> <p><b>Peer:</b> Must meet peer requirements and be approved by the Board. Peers will be the ones who will deploy and be in charge of the individual and group debriefings and provide the leadership on deployments. Must be a member before becoming an approved Peer. All Peers will be required to meet with a licensed mental health professional annually and attend at least one ICISF training per year as a CE requirement and to help facilitate the animal welfare aspect of the class with That Peer Support Couple, LLC. Peers are not helping to teach the class; they will help with role playing and provide insight to new prospective peers. Each Peer will receive a shirt identifying them as a peer, ID card, and informational handouts/cards for deployments and outreach.</p> <p>Requirements to be a Peer:</p> <ul style="list-style-type: none"> <li>• Be a current member,</li> <li>• Participate in at least 5 deployments,</li> <li>• Be ICISF trained,</li> <li>• Complete a board approved compassion fatigue course,</li> <li>• Speak to a licensed mental health professional,</li> <li>• Have at least 3 years experience in the Animal Welfare profession,</li> <li>• Complete and submit the application to the Board for approval.</li> </ul> <p><b>Member:</b> Entry level into the organization. Benefits include t-shirt identifying them as a member, information handouts/card for deployments/outreach, admission to an ICISF training, and ability to participate in deployments. Participation in deployments will be limited to support services (clean kennels, get supplies, help in any aspect outside of actual "peer work.")</p> | Kelly, Kasey, Shyah |
| 6.     | <p>Additional Discussion:</p> <p>Kelly and Tabitha will reach out to other organizations they have previously deployed to ask for testimonials for the peer support they received.</p> <p>Kasey is going to work on creating the forms needed for the organization which will be sent out for board for approval.</p>   | Kelly, Kasey, Shyah |

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|        | Tabitha will email all the board members to get bios and photos so we can post them on the website and start introducing them on the Facebook page. |         |
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