Pennsylvania Wildlife Rehabilitation & Education Council
Meeting Minutes
REDACTED

Date: May 12, 2026
Time: 10:00 AM – 12:06 PM
Location: Zoom Meeting

Attendees

- **Sue DeArment** – Chairperson
- **Leah Stallings** – Treasurer
- **Sandra Acosta** – Secretary (joined during second interview; departed 11:30 AM)
- **Peggy Hentz** – Council Member
- **Alexis Fitzgerald** – Council Member
- **Chad Eyler** – Law Enforcement, PGC (departed approx. 11:30 AM)

Absent: Katie Kefalos, Dr. Erica Miller

Applicant Interviews

- Two applicants were interviewed by the Council: one applying for a general wildlife rehabilitation permit (all three exams passed), and one applying for a mammal permit (mammal exam passed; bird exam to be retaken under PGC's two-attempt policy per application).
- PGC Law Enforcement confirmed permit approvals were in process and that the Southeast PA district applicant may begin accepting animals pending formal facility inspection, per verbal approval.
- Sandra A. abstained from the vote, having been absent for the first interview and having joined mid-way through the second.

Motion: To approve both applicants for their respective permits.
Moved by: Sue D.
Second: Leah S.; Alexis F.
Vote: Motion carried.

Call to Order

- Sue D. called the meeting to order following the applicant interviews.

Approval of Prior Meeting Minutes – January & March

- Minutes for January 13, 2026 and March 11, 2026 (full and redacted versions) were distributed in advance by Sandra A.
- No discrepancies were noted by members present.

Motion: To approve both the January 13 and March 11, 2026 meeting minutes, including the redacted versions.
Moved by: Sue D.
Second: Leah S.
Vote: Motion carried.

Treasurer's Report – January & March

- **Previous balance (March 11, 2026):** $42,913.12
- **Transactions since last report:**
  - Check reorder (February): −$44.60
  - Stripe refund – duplicate ticket purchase: −$380.00
  - Center Wildlife Care Lead Grant (approved post-March meeting): −$1,038.00
  - Raven Ridge Wildlife Center Lead Grant: −$755.29
  - PAEE conference donation (submitted by Alexis F.): +$50.00
- **Current Balance (as of May 11, 2026):** $40,745.23
- **Conference Reserve:** $36,754 designated for the 2027 conference and other Council-approved expenditures.
- **PGC Lead Grant Funds Remaining:** $3,991 (of original $15,000). Eagle rehabilitators encouraged to submit grant applications promptly to meet the 2-year expenditure deadline.
- The January and March Treasurer's Reports had not been formally voted on at prior meetings and were brought forward for approval.

Motion: To accept the January and March 2026 Treasurer's Reports.
Moved by: Peggy H.
Second: Alexis F.
Vote: Motion carried.

Law Enforcement Updates – PGC

- The $50,000 PGC eagle rehabilitation contract has been signed at the agency level (PGC Director Steve Smith signed; Sue D. co-signed). Disbursement is expected; Council should follow up with Chad E. by mid-June if funds have not been received.
- PGC is moving forward with a voluntary educational campaign on lead ammunition hazards for hunters in partnership with the Lead Free Partnership. No regulatory changes anticipated. Educational materials forthcoming from PGC's Bureau of Information and Education.
- PGC is currently testing candidates for the next officer class; training expected to begin March 2027.

- Chad E. departed the meeting at approximately 11:30 AM.

Non-Profit Status – Hiring a Nonprofit Consultant

- PANO (Pennsylvania Association of Nonprofit Organizations) recommended the Council engage a nonprofit attorney to address the organizational structure of the two existing entities (Council and PAWR).
- The matter is considered urgent given the volume of PGC funding flowing through the organization and the associated liability exposure.
- Council members will independently seek attorney referrals specializing in nonprofit law. A budget for legal services will be brought to a future meeting for formal approval once an attorney is identified.

$50,000 PGC Eagle Rehabilitation Grant

- Contract signed. Funds cover all eagle rehabilitation expenses (not limited to lead treatment) and must be expended within 2 years.
- Council acknowledged that resolving the nonprofit/legal structure is critical before additional large grants are received, to protect individual Council members from liability.

Best Practices Documentation

- Open Houses & Education Events best practices document remains a work in progress. No new update at this meeting.

Conference Planning – 2027

Venue & Dates

- Target dates: December 3–5, 2027, in western or west-central Pennsylvania (State College westward), per prior Council consensus.
- Venues under consideration:
  - Doubletree by Hilton, Pittsburgh area: Leading candidate. In-house AV, ample parking, pet-friendly. Site visit to be scheduled.
  - Penn Stater, State College: Under consideration.
  - Sheraton, Station Square, Pittsburgh: Awaiting response.
  - The Landing (Pittsburgh North Shore) and Nemacolin/Seven Springs: Ruled out.

Next Steps

- Once venue and dates are confirmed: issue a call for speakers (targeted for summer 2026), begin advertising and registration, and recruit conference volunteers.
- Key venue requirements: AV equipment included in contract, adequate breakout rooms, and potential wet lab space.

PAWR Website Update

- The PAWR website (pawr.com) will be migrated to a Council-owned and Council-funded hosting account (GoDaddy/WordPress) before November 2026.
- Current resource advertisements on the site (WIN, Animal Help Now, PGC) to be retained.
- The rehabilitator locator map has been accessed over 15,000 times since launch.
- A motion was made and seconded to authorize the website transfer; however, a quorum question arose and the item was tabled. Formal vote deferred to the next meeting agenda.

Motion: To transfer the PAWR website to a Council-owned GoDaddy/WordPress account, authorize payment of hosting fees via the Council's PayPal account, and retain existing resource advertisements on the site.

Moved by: Leah S.

Second: Sue D.

Vote: Tabled. Item deferred to next meeting agenda.

Change in Meeting Dates and Times

- Based on member availability responses, proposed times have been narrowed to Thursday or Friday afternoons at approximately 2:00 PM.
- A focused availability request will be resent to all members to reach a consensus on a new standing meeting time.

Adjournment

- Meeting adjourned upon motion.

Motion: To adjourn.

Moved by: Sue D.

Second: Peggy H.

Vote: Motion carried.

Next Meeting: TBD – pending Doodle poll results and member availability.

Sandra Acosta
Recording Secretary