

## HHK VOLUNTEER AND STAFF MEETING Feb 12

Volunteer & Board Meeting  
Sunday, Feb 12 · 2:30 – 3:30pm  
Google Meet joining info

Video call link: <https://meet.google.com/dzx-fmgr-ubq>

In Person: Christy, Jim, Robin W. , Karin, Sam, Ginger, Kaitlyn, Kli, Andrea E, Chris  
Online: Mary z. Mad C., Shiela

\*New information in bold or highlighted - -

**PUT ALL TACK AWAY IN ITS PROPER LOCATION! DO NOT MIX AND MATCH GROOMING KITS - - NO MORE FAVORITE TOOLS (if you must purchase 10 of that tool) - THAT SPREADS GERMS.**

### 1) Participant Counts (Jan 1 - Jan 31 , 2023):

160 lessons (71 therapeutic = 44%) in 4 weeks - 13 new riders - 3 interisland, 9 mainland, 0 international  
# rainouts- 0

Volunteers & Staff: Please sit with SAM or GINGER to update packets & demographic information on the spreadsheets so we can qualify for more funding

Seeking Corporate sponsors to donate gift certificates/prizes for our DUCKIE IN THE DITCH fundraiser April 2, 2023 & Poop Drop (7/16) at the end of summer.

Charity Walk is May 6 - - -Help Healing Horses Kauai get points by:

**PLEASE HELP SPREAD THE WORD ON OUR :**

Amazon Smile: "Equine Therapy Inc, Lihue HI"

**SUBSCRIBE TO OUR WEBSITE TO GET ALL MAILINGS and read prior meeting agendas on the volunteer tab (scroll to the bottom)**

Help us bring in more ridership & volunteers.

Time to submit your 2023 volunteer/employee packet.

Ground Programs: practicing lunging on the circle & staying out

Mounted Program:

Carriage Program: New harness & carts are here. the driving team.

The certification workshop will be pushed back so as to allow time to get Ivan and his cart up and running and staff time to get their hours. I do encourage incorporating "showmanship" (utilizing the SAME WORDS and getting solid "STANDS" every time they are handled) and ground driving for all.

The new arena rails have been installed. **Now we need to make sure the new arena is root and rock free with a pack dirt surface. If everyone could spend some time each week cleaning that space that would be great.**

**Next CAMP March 13-17**

**3 stations . 1hr 15 min per station. Need commitments from station leaders and aids ASAP.**

\*March: spring cleaning - - any of the above

\*June A: Groom & Tack - External Landmarks (need to design this side yet)

\*June B: Gaits & Skeletal

\*July A: (not scheduled this year) Balanced Seat - Leading & Mounts

\*July B: Colors of the Horse & Emotions

\*October: Mythical horse-like creatures & International Horses (need to photoshop this side)

\*December A: Healthy Horse & Evolution of the equine

\*December: B : Ratios/Hoof/Skull/ Gait Cues

MAKING LESSON PLAN BINDER - DETAILED SO NO MORE RECREATING THE WHEEL

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## 2) Paid Staff Updates & Refresh:

UNTIL FURTHER NOTICE: THERE WILL BE NO TROTTING, CANTERING OR GALLOPING OUTSIDE OF THE ARENA. No CANTERING when riders of lower ability are in the arena. HORSES ARE TO BE KEPT AT A WALK ON THE POND TRAILS.

UNTIL FURTHER NOTICE: THERE WILL BE NO STAFF/VOLUNTEER RIDES WITHOUT GINGER PRESENT/UNDER THE GUISE OF A LESSONS, STAFF TRAINING, OR HORSE SCHOOLING.

**PATH FACILITY ACCREDITATION** ANDREA - Do you have anything to report? Delayed until after Driving Certification Workshop

### **Next PATH submission deadlines:**

**Accepting applications through March 10, 2023 for June 3-13, 2023 testing.**

Accepting applications through June 16, 2023 for September 9-24, 2023 testing.

Accepting applications through September 2, 2023 for November 25-December 10, 2023 testing.

**NEW EMPLOYEE MANUAL AVAILABLE ON WEBSITE > VOLUNTEER > ALL THE WAY AT BOTTOM -- ALL VOLUNTEERS & PAID STAFF SHOULD READ IT - - NEED TO SIGN LAST PAGE**

**THIS IS DIFFERENT THAN THE VOLUNTEER MANUAL located on our website**

**[www.healinghorseskauai.org](http://www.healinghorseskauai.org) > VOLUNTEER > VOLUNTEER MANUAL and make sure that you submit a new 2023 Volunteer Application to Ginger -- updated manual with PATH policies coming January...last page must be signed and submitted to Ginger**

**Instructor Staff:** is expected to have the horse groomed and tacked, and horse leader and sidewalker **debriefed** prior to the arrival of their student for mounted lessons. Tardiness is unprofessional and no longer acceptable.

**DO NOT HAND FEED TREATS - USE BOWLS-AND DO NOT DO IT EVERY TIME--HORSES ARE STARTING TO ANTICIPATE AND GET NIBBLY**

Instructors make sure helmets are being put away properly

Please read and follow the arena rules sign

**Reminder to practice emergency dismounts with 1x each client this month, so they are not scared when done for real.**

\*\*\*Train Volunteers in every skill you ask of them- be honest about what is expected, Observe Performance, Provide Leadership, Lead by Example, Engage, Encourage, Educate and Empower, know their motivation, check in with them, show compassion, Let them know that "Yes" is great, but "No" is ok - discourage burnout by making sure they have a positive WORK - HOME/FAMILY - VOLUNTEER balance, Create a Community

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### 3) ALL VOLUNTEER & PAID STAFF -

**Safe positioning when picking feet** (human hip to horse shoulder/hip, human facing toward horse rear end, bend at waist, continues contact with horse as sliding hand down leg and back up leg down back hip and other leg - - hold hoof at toe)

!!!!!! Do not share grooming tools, always visually check girth areas for dirt/sores

\*\*\*\* Horses should be held during grooming and tacking if not tied

+++ cell phones off, eyes up, focus on task, show on time for briefing and stay for debriefing

**Sidewalking Staff:** there are different holds: over the thigh, cuff, heel/ankle,

\*don't push rider off center or put pressure on the knee; when no hold needed side walker still remains within arm's reach with hands out of pockets and eyes are always on rider;

Allow wait time before repeating instructions to rider; practice emergency dismount at least 1 time with each rider (Make it not scary)

As sidewalkers support the participant's performance and position in the saddle, instruct them to ask the horse leader to bring the equine to the center of the arena and halt if:

- A sidewalker needs to carefully switch sides, one at a time, with another volunteer
- A sidewalker needs to tie their shoe or step away from the equine for any reason
- A sidewalker notices the participant appears to be ill or in pain
- There is a safety concern

\*Role during an Emergency: your rider (if your rider is down keep horse away from your rider - and following commands of the instructor (get medical kits, phone, open gates, etc.) once instructor assume control of rider)

**Horse Leading Staff:** avoid a horse that crowds space (have knuckle at the ready for horse "reprimand" self), stay in the zone- no tugging; how to hold crop, how to turn

Common Mistakes: Leader too far back, lead wrapped around leader's hand, leader holding lead in only one hand, Leader too far forward, leader holding lead too close to the horse's head and putting too much pressure on the lead, leader walking backwards.

\*Role during an Emergency: your horse...get them to a stop and away from downed rider then follow commands of instructor

### Checklist

- - - instructor make sure your crew knows this before each lesson

Individual has a clear knowledge of

- \_\_\_ Positions & duties of a sidewalker & a horse leader & instructor
- \_\_\_ Proper Helmet fit.
- \_\_\_ Tack check before mounting... girth & helmet check
- \_\_\_ Mounting procedures from mounting ramp (rider waits on ramp) vs. block (rider on ground not block until asked to step up on the block & the horse is standing quietly.)
- \_\_\_ Proper dismount..( both feet out of stirrups before dismount)
- \_\_\_ Mounting procedures from Mounting ramp
- \_\_\_ Safety procedures in the arena, spacing, & awareness
- \_\_\_ Use of cell phones during riding session
- \_\_\_ Safety stirrups, what they are for & how to put them on the saddle
- \_\_\_ Location of first aid kit for Humans & Equine
- \_\_\_ MAKE SURE TACK IS PUT AWAY PROPERLY IN THE CORRECT LOCATION

## Words

Words first - then leg and arm aids : <https://fb.watch/fO-alOzviu/>

### Please use the following words when working with the horses:

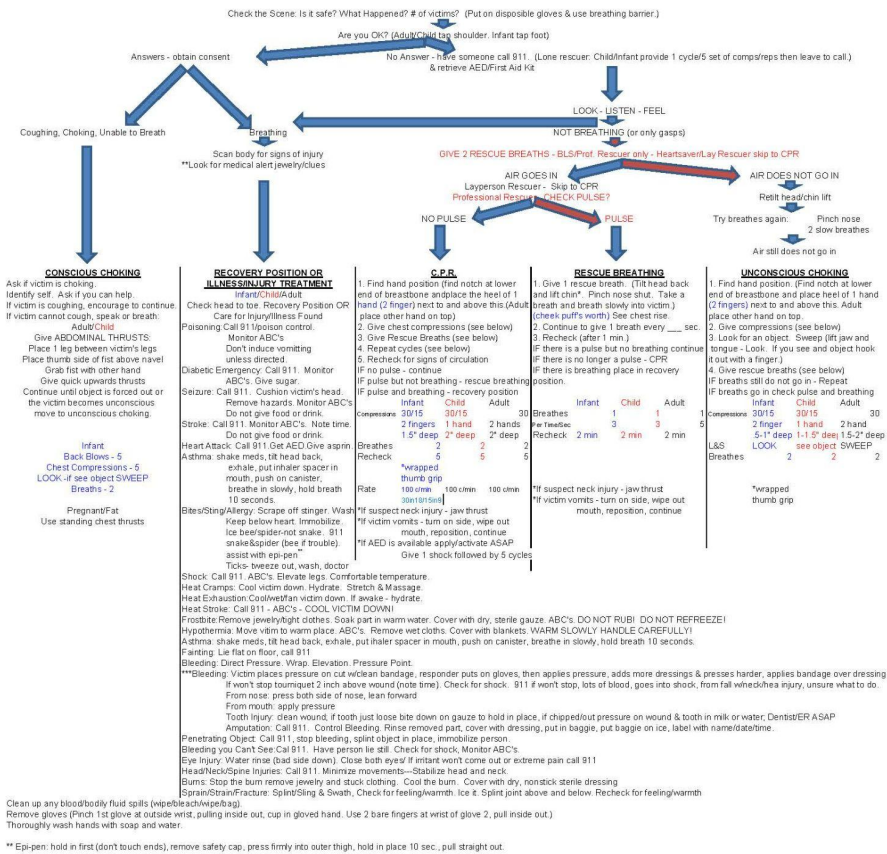
- "Walk on please" - any time you want them to move forward
- "Whoa" - any time you want them to stop
- "Easy, Easy" - any time you want to slow down
- "Back" - any time they are reversing
- "Come" - when pulling them into you
- "Over" - when moving all 4 feet sideways
- "Spin" - when they are moving hind legs in a circle but not the front (as in Parelli "Driving the Hind" or in mounted "Turn on the Fore"
- "Turn" - when they are moving the front legs in a circle but not the rear (as in Parelli "Driving the Fore" or in mounted "Turn on the Haunches"
- "Trot Trot"- to ask for the trot
- "Can - ter" rising up on the "ter" - when asking to canter
- "Gee" when turning to the right
- "Haw" when turning to the left
- \*For driving: Name of horse + Words (above)

### THIS MONTH FOCUS:

Month	Awareness Month	Skill	Pedagogy
Feb	Heart Attack / Stroke / Cancer	Heart Attack/CPR - 15:2, resp	What-Why-How

\*\*\*FIRST AID KIT - was it check? (Ginger, Shakti, Andrea)?

# First Aid Refresher:



WHAT DO WE DO at HHK: Know your client. Be informed.

## Medical Conditions Review: Heart/Cardiac Conditions

### Heart/Cardiac Conditions

This term describes various heart problems that compromise the cardiovascular system. The most common are myocardial infarction (MI, heart attack, cardiac arrest), congestive heart failure (CHF), bypass surgery (open-heart surgery) and congenital heart defects. Certain heart rhythm problems can also predispose the participant to fainting (syncope). Consider exertion levels for all equine activities, including mounting and dismounting. Staff working with these participants should be able to monitor exertion levels and be certified in CPR (cardiopulmonary resuscitation). Chest pain, heartburn, jaw pain, nausea, left arm pain, shortness of breath, bluish lips and/or nails and dizziness are all significant symptoms of cardiac dysfunction. If these symptoms occur, stop activity immediately! This is an emergency!

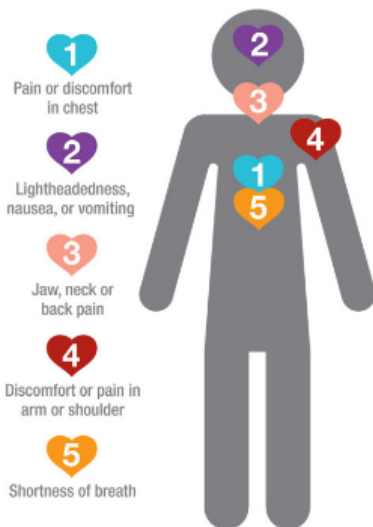
### Precaution:

- There must be a staff member present at the session who is CPR (cardiopulmonary resuscitation) certified.
- Participant should be monitored for shortness of breath, dizziness.

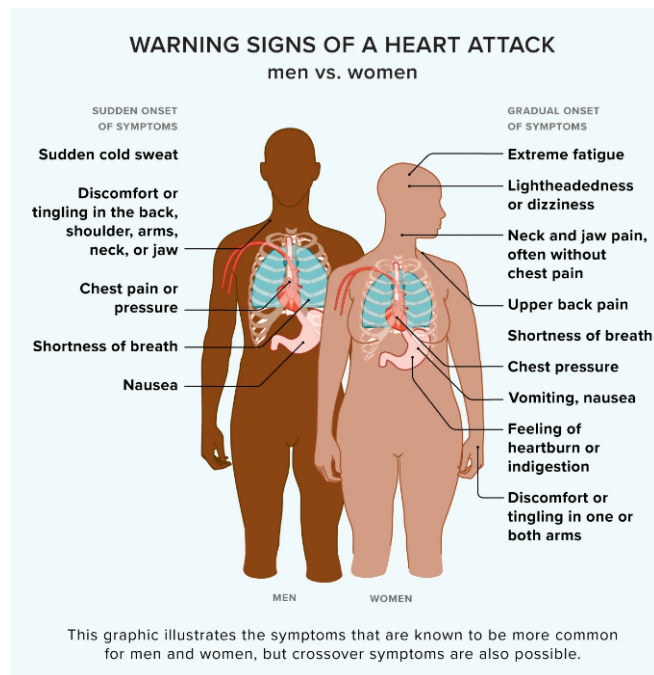
Contraindication:

- If heart rate and blood pressure cannot be maintained within the limits set by the physician
- If monitoring the pulse or blood pressure is required during activity and cannot be provided by the staff

## Common Heart Attack Warning Signs



Learn more at [Heart.org/HeartAttack](http://Heart.org/HeartAttack).



This graphic illustrates the symptoms that are known to be more common for men and women, but crossover symptoms are also possible.

### Hypertension (HTN)/High Blood Pressure

Hypertension is an elevation in blood pressure (more than 140/85). Increased vascular resistance that causes the heart to work harder causes this condition. Untreated hypertension is a major risk factor, predisposing people to stroke, heart attack, cerebral hemorrhage and kidney failure.

Elevated blood pressure may be noted by increased color in the face (red, florid), headache and nausea. However, increased blood pressure is often present without symptoms.

If hypertension is noted in a participant's medical history, the history needs to state if it is controlled by medication. If the Professional Association of Therapeutic Horsemanship International Center instructor or therapist has any concern about the participant's hypertension, request more information from the physician. Ask if the blood pressure needs monitoring, how often (should you take it) and how high it can safely rise. The mounting and dismounting process often requires more exertion from the participant than mounted activities. Environmental conditions (e.g., extreme heat) or emotional conditions (e.g., fear, stress) may affect blood pressure.

Precaution:

- Hypertension controlled through medication
- Extreme outdoor temperature or situations of stress

Contraindication:

- Uncontrolled hypertension
- If the operating center cannot safely accommodate the monitoring advice of the physician

### **Stroke/Cerebrovascular Accident (CVA)**

A stroke or CVA is brain damage caused by bleeding into the brain or blockage of blood to the brain. A transient ischemic attack (TIA) is a very small stroke with little or no residual deficit.

Causes include rupture of an artery or embolus or blood clot that occludes an artery. Risk factors for stroke include diabetes, hypertension and heart disease.

The participant who has had a stroke is usually affected more on one side of the body than the other. The participant may experience movement difficulties (hemiplegia), sensory impairments, visual deficits, altered muscle tone (either increased or decreased), speech problems, inability to understand others, perceptual and/or cognitive deficits. Stroke itself is rarely a contraindication to equine activities, but there may exist associated medical problems that will need further investigation prior to participation. These may include seizure activity, uncontrolled high blood pressure, sensory loss, known aneurysm or artery blockage.

#### Precaution:

- Controlled hypertension, if this is the cause of the CVA (see Heart Conditions)
- Impaired sensation (see Skin Integrity)
- Seizure disorder (see Seizure Disorders)
- Medications including blood thinners, blood pressure medications or seizure medications (see Medication)
- Difficulty understanding directions or making needs known (see Communication Disorders)
- Neglect syndrome
- Poor balance from hemiplegia

#### Contraindication:

- Uncontrolled seizure activity, an aneurysm or an angioma
- Inability to position participant in midline
- Focal weakness that impairs the ability of the client or staff to safely manage the equine

\*\*\*SIGNS OF A STROKE: Sudden numbness or weakness in the face, arm, or leg, especially on one side of the body. Sudden confusion, trouble speaking, or difficulty understanding speech. Sudden trouble seeing in one or both eyes. Sudden trouble walking, dizziness, loss of balance, or lack of coordination.

**If someone has one or more of these stroke symptoms, call 911 immediately:**

**B**

**Balance** – Is there a sudden loss of balance or coordination?

**E**

**Eyes** – Is there sudden double or blurred vision and/or sudden trouble seeing that persists?

**F**

**Face** – Ask the person to smile. Is one or both sides of the face drooping?

**A**

**Arms** – Ask the person to raise both arms. Does one side drift downward? What about weakness or numbness on one side?

**S**

**Speech** – Does the person have slurred or garbled speech? Can he/she repeat a simple phrase?

**T**

**Time** – Call 911, get medical help immediately. Also, take note of when symptoms began.

FROM THE STANDARDS MANUAL, PATH ED CTRI BOOKS -

Note medication for

Blood Pressure Control

Because so many different body systems are involved in the maintenance of normal blood pressure, there are several classifications of drugs used to reduce high blood pressure. If a single drug is not effective, commonly a second, or even a third anti-hypertensive drug, with a mechanism of action different from the others is added to the participant's drug regimen. These medications CONTROL but do not CURE high blood pressure.

Precaution:

- Drowsiness, sedation and fatigue may occur that might make a participant more susceptible to an injury and less responsive in an emergency situation. Orthostatic hypotension (low blood pressure)



may occur, so make position changes on the equine slowly. Riding in hot weather may enhance blood pressure lowering effects. Dry mouth, constipation and fast heart rate occur with some drugs. Make sure the participant's caregiver or physician is notified if concerns arise. Be aware that abrupt withdrawal of medication may cause rebound hypertension (blood pressure increases).

Blood Thinners (which individuals with high BP, Spinal cord injury, traumatic brain injury)  
Blood thinning medication such as aspirin or Coumadin may be prescribed for those who are at risk for blood clots, which may cause stroke or heart problems. Clotting time of the blood should be monitored to determine if the appropriate amount of medication is being prescribed.

Precaution:

- Any fall, kick or bump is a potential problem for participants on this medication. Bleeding or bruising is more significant because of the decreased clotting speed of the blood. Of greater concern would be the potential for internal bleeding following an injury that cannot be easily observed. Extreme caution should be taken with these participants.

Contraindication:

- Excessive bruising, blood in the stool, blood-clotting levels not periodically monitored by the physician are all contraindications. Poor accessibility to emergency medical care is also a contraindication, particularly with these participants.
- Most recent INR check (for those on warfarin therapy) outside of therapeutic range established by the client's appropriately licensed medical provider \*An INR test measures the time for the blood to clot. It is also known as prothrombin time, or PT.

Other

Other medications can alter heart rate: Psycho-stimulants (such as for ADHD), some antipsychotics; as can other medical conditions: eating disorders, shock, down syndrome with associated heart defects, Spinal cord injuries with heart arrhythmias, etc,

**\*\* CANCER**

Cancer is characterized by abnormal proliferation of tissue cells producing a tumor at the proliferation site, as well as metastases to other areas. The medical history should outline the participant's current status. If the cancer has been successfully removed or the condition is in remission, there may be no reason to curtail mounted activities. At the end stages of cancer, quality of life issues and the risk/benefit ratio for participation will need to be addressed with the entire treatment team and with the participant.

Precaution:

- Side effects of cancer, or of its many treatments, may include fatigue, weakness, loss of appetite, sensitivity to the environment, decreased resistance to infection (see Fatigue, Eating Disorders, Skin Integrity)

Contraindication:

- Cancerous bone tumor that weakens the bones
- If the risk of riding exceeds the potential benefit, and the rider is unable to make an informed decision to continue with the activity
- Untreated skin or connective tissue cancers that exist at pressure points

Pedagogy Refresher: WHAT - WHY - HOWS

Used to teach the riding skill of the lesson to attain the objective.

Measurable Objective of Lesson: (riding skill, action, measurement, conditions)

Riders will perform 5 W-H-W transitions in each direction with 5 seconds at the halt at each cone with leaders.

\*Abide by the rules of SMART goals: Specific, Measurable, Attainable, Relevant/realistic, Time bound

**What:** The riding skill the riders are going to perform.

The riding skill is the specific coordination of aids or intended use aids (legs, hands, seat, weight) to communicate with the horse in a manner that produces an intended response from the horse. The riding skill needs to be defined by the instructor so the riders understand the intended outcome. For example: The leg yield is when the horse moves forward and sideways.

**How:** The how is the step by step process that describes the order and application of the aids or intended aids to get the intended response. The task analysis of the riding skill is the logical steps needed to produce the riding skill with use of the aids or intended aids.

\*\*\*These steps may be taught differently to different students/at different levels.

**Why:** What is the relevance and rationale of the riding skill and the intended aids?

An example of a what, how, and why:

### *THE HALT*

*What: At the center C, stop your horse. To Halt means to stop.*

*How: Close your fingers gently on the reins, sit tall, and use the voice command whoa. Remember to sit up and not lean back.*

*Why: You use your hands gently on the reins because you do not want to hurt the horse's mouth. The horse should be relaxed and willing to stop. If you pull hard on the horse's mouth, he can become uncooperative. \*\*\*for the more experiences - you can add detail about how sitting tall changes the weight in your seat and pelvis angle....*

It is easy for a riding instructor to fall into the routine of simply telling the rider what to do. This is similar to a traffic cop. The riding instructor should always strive to include the hows and whys in every lesson. Often the difference between a good riding instructor and a poor riding instructor rests on the use of effective hows and whys. A quote by Levine (1989) supports that thought: "The mediocre teacher tells. The good teacher explains."

### Emergency Dismount

During riding sessions, the instructor performs rider mounts and dismounts. However, in certain situations, the instructor may ask volunteers to perform an emergency dismount as follows:

- When an instructor calls for an emergency dismount, the horse leader halts and heads the horse.
- The sidewalker(s) informs the rider of the emergency dismount and makes sure the rider has removed their feet from the stirrups.
- To perform the dismount, the sidewalker places their arms around the rider's waist and gently guides the rider off by bringing the rider's hips to the sidewalker's hips while bringing the rider safely away from the horse.
- Horse leaders must keep the horse a safe distance from the rider.
- Once the rider is dismounted, the sidewalker awaits further direction from the instructor.

### **PATH Standards Review:**

Must have policy for the purpose of risk management planning, is there written evidence that general health and safety concerns have been identified and that there are established written procedures to respond to possible accident and emergency situations unique to the center and its services, related to each of the following categories:

These are available in our Policy Manual on our website - VOLUNTEER TAB - in fine print here

Other Standards: must complete application with liability and sign handbook; must wear ASTM-SEI helmet while mounted, driving or vaulting & proper clothing and footwear; assessed for ability to work with particular client/equine; oriented to role and needs, offer guidance and don't assume they understands or are familiar with the methods, but validate prior knowledge, what to do at our facility with manmade, and environmental hazards; fall standards and adaptive tack, age related concerns

Training to include

1. Orientation to the facility, specialty programs and equine-assisted services in general?
2. Volunteer and personnel responsibilities?
3. Emergency procedures?
4. Confidentiality issues?
5. Safety rules and regulations?
6. Introduction to population served in program?

**We do not mount individuals under the age of 4, individuals with atlantoaxial instability (certain clients with Down's Syndrome, arthritis, etc); and spinal fusions/cervical ossification due to risk of catastrophic injury.**

Driving Standards:

Know and implement 4 Golden Rules of Driving:

- 1) never remove the bridle from an equine while still hitched to the vehicle
  - 2) never remove reins from the bridle of an equine still hitched to a vehicle
  - 3) never leave an equine that is still hitched to a vehicle tied up by itself
  - 4) always have the able-bodied whip enter the vehicle first and be the last to leave the vehicle
- \*) never leave the gate open  
\*) never drive without a helmet

All lessons supervised by PATH Intl certified instructor...All participants wear a helmet...All personnel who mount and dismount have documented training...There must be a means of attaching a lead line...horse must be put to prior to anyone entering the vehicle...ABW mounts first - holding reins before participant enters and after exit and has a second set of reins to take control if needed... one client at a time... all personnel must understand emergency procedures...wheelchairs must be off, secured with quick releases and appropriate for horse and hitch...ABW must have 50+ hours experience be age 18 and trained on second reins.... Vehicle must be regularly maintained.

## 4) Events:

### **Upcoming Events:**

Private Event/ Birthday Parties:4/1

Trainings : 2/25-26

Camp: 3/13-17

Clean Up: Weekly in New Arena - Sundays 9:30 (Community Clean up 11/5)

Fundraiser : 4/2 - Duck in Ditch -- must get pond borders clean by March 1.

Photo Event: Halloween

**Daily Topics:** Need 10 different activities for 3 different stations (3 groups of 15). Please email [hkhwebsite@gmail.com](mailto:hkhwebsite@gmail.com) with confirmed volunteer days

## CAMP BRAINSTORM

Theme: **Spring Cleaning**

Focus Plants: **Plant: Bamboo, Gourd, Banana**

Theme:	ART & CRAFT	MINI & GAMES	ARENA & BARN
Mar 13 - Mon Vocabulary	Find a Plant Game/ Mosaic Paper craft	Friendly/Porcupine (back/hind/fore)  Driving - Hitching Worksheet  *	W-H-W  Tack improv
Mar 14- Tue Body Language, Herd Dynamics, Communication  National Pi Day: 3.14	Yarn - Horse String Kamibashi Doll or Doll made of Banana Leaves	Porcupine (back/hind/fore)  Driving - Hitch demo  *Konane - Hawaiian Stone Game	Steer - Direct rein (vs neck vs open)  Rein board communicating with hands
Mar 15- Wed Gait, Leading, Tie	Music of the Gait: Coconut Drums, Gourds, Bamboo rattles, Nose Flutes, bull roarers, humming tops	Yo-yo/Drive  Driving - M/DS, W-H-W  *Bamboo Squirt gun can shooting	Backing  Bridle a kid
Mar 16 - Thur Anatomy	Clay Horse using the ratios  .ratios wksht/word search	Drive (hind & fore)  Ground Driving a friend - cones (timing the turn)  *BINGO	Transitions within gait  Lunge a friend
Mar 17 - Fri Hoof/Teeth ** St. Patricks Day 3/17 **equinox 3/20  **Prince Kuhio Day is March 26  Ntl Crayon Day March 31	Tie Dye - spring cleaning  **Menehune vs Leprechauns	Farrier Video, Nail Painting,  Driving - cones  History behind the luck *Horseshoe Game	Trot - seated/posting  Bathing

??Ideas for collaborations with other non-profit organizations - please share.

If you are involved in other organizations, how can we collaborate? "It takes a Village"

KORE Surf, Easter Seals, Rotary Club (West Kauai, Poipu, Kauai, Kapaa, Hanalei), Lions Club (North Shore, Koloa, Kauai, East, West), Kiwani Club, Key Club, Kauai Veterans Assoc/Ad/Council,, Business Associations (Lihue, Kapaa, West), United Way/HTLA Charity Walk,, Neighborhood Centers, YMCA, YWCA, Assisted Living Facilities, County Council, Hawaii Community Foundation, Kauai Area Agency on Aging - RSVP, Master Gardener, Humane Society, Kauai Path, Canoe Clubs, Hina Mauka, Habitat, Heart Assoc., Red Cross, Salvation, Children's Theatre, Historical Society, Food Bank, Scouts

## 5) Feeder Update / Volunteer Update

SEE NEW FEEDER AND VOLUNTEER CHECKLIST EACH TIME YOU COME

	MORNING	EVENING
SUNDAY	Derrick	Mary B/Z
MONDAY	Candice (sub Jim	Christina/Laura
TUESDAY	Mary Z	Mary Z
WEDNESDAY	Jim	Mike
THURSDAY	Nadine	Martine/Chris
FRIDAY	Theresa (sub Mary Z)	Laura /Christina
SATURDAY	Mike	Mary Z

## 6) Horse Update

**NO HAND FEEDING TREATS WITH CLIENTS - USE BOWLS - DISCOURAGES NIPPY BEHAVIOR**

**Grazing:**What to get them to graze the opened front acreage. Need to run temporary hot tape and truck water to the front.... More land clearance help requested. **Any volunteers to run tape?**

## 7) Public Relations Update:

**Events:** First Saturday: back on - ANA

**Media:**how do we increase followers

**Website:** videos to match the words posted under VOLUNTEER on website

**Facebook:** need 2 posts a week (auto scheduled is fine) Wed at noon and Friday afternoon

**Instagram:** need 3 posts a week (M/W/F)

**Twitter:**

**TIKTOK:** ???

All posts from official site must have @Hawaiihta, @hawaii, @KauaiVisitorsBureau, @Kauaidiscovery,#VisitKauai, #ParelliFoundation

Those in picture must have a signed photo release on record

Applied for loads more grants - cross your fingers. Grants applied for to fund:

Lesson Programs- instructor pay, tack, feed, insurance, vet, farrier,

Mini Program: instructor education, instructor pay, halters,feed, insurance, vet, farrier care

Driving Program: horse and carriage

Veteran Program: scholarships/stipend equipment, tack,

Foster Youth Programs: scholarships

3-steps Capital Improvement: 1- Removing Concrete in Front Pasture 2- Covering:arena & stalls 3-

Irrigation to front 4- Off-grid Solar powered office with roof

## 8) Projects

**'Stall'port Project:** person stall, and carriage stall on the arena ends

**Front acreage pastures:** Volunteers to clear hot tape & run new tape on front pasture areas

**Pond trail t-post signage - in process by Alex once all the new t-post are in** ( Zoophonics)

**Container Project:** still need a coat of GacoFlex

**Gravel Stall and Drive:** time for a new load

**Bridge across Canal** - discussion underway (asking for culvert install so bridge can go over)

**Compost:** needs now to be spread into medicine wheel

Please dump manure only in active pile... the one without the cones

**Sensory Riding Trails:** looking to clear 15+ wide path around entire perimeter, lay wood chips on trail with bermuda grass seed mixed in to establish soft footing not muddy trail & then plant trees and hedges and separate from pastures with interior pastures (Hawaiian, canoe, horse safe edible, and botanically interesting: variety of colors, shapes, textures, smells) for riders to enjoy --- Jim has planted 2 Lonomea and many Loulu palms already (and had to fence them off) and several more palms

**Medicine Wheel:** looking for gardeners to come on regular basis, a few plants (red ground cover, white/silver ground cover), aerial photo to HTML to create a meet the plants page on website, plant labels (ideally with QRL codes that link to website plant page)-- need to spread composted manure

**PATH & Other Certifications: NEED TO RECRUIT A FEW MORE INSTRUCTOR PROSPECTS**

**CPR & First Aid** - looking to put together a small (2-4 person course), cost \$30, time 7 hrs (combination of online and in person)---videos are uploaded and ready to go...

## 9) Hopes and Dreams: need list/ wish list/ to do list

Volunteers: Side-walkers, Horse-leaders, Feeders, Facility Maintenance Crew (with regular hours)

Lightweight Tack-- for Chip and Rowdy

**STALL PANELS & CARPORT - get them painted and installed**

Tree & Rubbish Removal on all fencelines in last piece of forest--- in progress - - need a trailer to dump convoy - - any takers

Native Hawaii Trees and Shrubs to Border Cleared Trails - in progress

Fencing - in progress

Off-Grid Solar System to Power Office --- working on grants to create a stellar system but grants are never a sure thing--- we have a lead on KIUC wired in

Clear Span Building to Cover Arena and Stalls --- price jumped to about a million - - - we will back burner this one for a bit

**Tractor Attachments --- working on grants as we speak**

Solar Powered Pond Aerators--- any teachers out there want to make this a long term school project

10) Next Volunteer Meeting- Mar 5 - LOOK FOR THE SAVE THE DATE EMAIL

\*Projects:

Sew Helmet Liners: XS - Red; SM - Orange; MD - Yellow; LG - Green; XL- Blue

<https://www.thesprucecrafts.com/helmet-liner-free-sewing-pattern-2978116>

“Sew” Aprons out of feed bags

Prep sew - horse dolls for a camp