

# JOINT ANIMAL SERVICES MEETING AGENDA

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*Thursday, November 3, 2016; 5:30 pm*  
*(City of Lacey Executive Boardroom)*

1. **CALL TO ORDER**
2. **AGENDA:**  
November 3, 2016
3. **PUBLIC COMMENT** (10 minutes)
4. **MINUTES OF THE LAST MEETING:**  
October 20, 2016
5. **ACTION ITEMS:**
6. **CORRESPONDENCE:**
7. **DISCUSSION ITEMS:**  
Animal Services 2017 Proposed Budget hearing  
Explanation of each jurisdiction's assessment  
Retreat date
8. **STAFF MEMBER PRESENTATION:**  
Anna Johnson, Emergency Resource Officer
9. **ADJOURN**

**MINUTES OF THE JASCOM MEETING**  
**October 20, 2016, 5:30 p.m.**  
**City of Lacey Executive Boardroom**

- MEMBERS PRESENT:** Jeff Gadman, City of Lacey; Jessica Bateman, City of Olympia; Ed Hildreth, City of Tumwater; Sandra Romero, Thurston County; Doug Howie, Thurston County Humane Society; Kristin Ripka, South Sound Veterinarians
- MEMBERS EXCUSED:** Nicole Hill, City of Tumwater
- STAFF LIAISON:** Liz Gotelli, Lacey Director of Human Resources and Public Affairs
- STAFF PRESENT:** Ric Torgerson, Executive Director; Heather Leu, Shelter Manager; Erika Johnson, Lead Field Officer; Deanna Johnson, Data and Systems Coordinator
- PUBLIC PRESENT:** none
- MEETING BEGAN:** The meeting was called to order at 5:30 p.m. by Chair Gadman.
- APPROVAL OF AGENDA:** MEMBER ROMERO MOVED THAT THE AGENDA BE ACCEPTED AS PRESENTED; MEMBER BATEMAN SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- PUBLIC COMMENT:** No public was present.
- APPROVAL OF MINUTES:** MEMBER BATEMAN MOVED THAT THE MINUTES BE ACCEPTED AS WRITTEN; MEMBER ROMERO SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY, WITH TUMWATER COUNCILMAN HILDRETH ABSTAINING.
- CORRESPONDENCE:** none
- ACTION ITEMS:** none
- DISCUSSION ITEMS:** Animal Services 2017 proposed budget: Executive Director Torgerson introduced the budget, highlighting his focus on enforcement by increasing staffing, allowing for better coverage and follow-through on cruelty cases. He intends to provide a career track for the junior officers and reclassifying them at a higher position. He explained the monies to fund the Field Services increases come from other areas in the budget.
- Member Romero indicated the county commissioners feel they are paying their share but not receiving equal services, challenged the population figures used in the budget, and feel the county's services are being highlighted negatively on an Animal Services' webpage. Member Howie explained that the county is paying a smaller assessment for field services, as per their request in 2003, and that they are getting field coverage as agreed upon. He request staff provide information about the formulas used. Staff agreed to do so, as well as review the webpage in question, and verify population figures used in the assessments.
- CHAIR GADMAN ASKED FOR A MOTION TO AMEND THE AGENDA TO INCLUDE THE ADOPTION OF A DATE FOR PUBLIC HEARING PRIOR TO THE CLOSE OF THIS MEETING. MEMBER ROMERO SO MOVED, MEMBER BATEMAN SECONDED THE MOTION, AND THE MOTION CARRIED UNANIMOUSLY.
- Capital improvement projects: Executive Director Torgerson reviewed the list of projects for 2017. Member Romero asked for an asset management program, which will be provided at a later date.
- 2017 Work Plan: Executive Director Torgerson distributed the Work plan.
- DIRECTOR'S REPORT:** Executive Director Torgerson distributed his report.
- SHELTER STATISTICS:** none

**DONATIONS & GRANTS:** No comments.

**NEXT MEETING:** MEMBER BATEMAN MOVED THAT A PUBLIC HEARING FOR THE 2017 PROPOSED BUDGET BE HELD AT THE NOVEMBER 3, 2016 MEETING. MEMBER ROMERO SECONDED THE MOTION AND THE MOTION CARRIED UNANIMOUSLY.

**MEETING ADJOURNED:** Chair Jeff Gadman adjourned the meeting at 6:45 p.m.

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**Chair, Joint Animal Services Commission**