

JOINT ANIMAL SERVICES MEETING AGENDA

Thursday, January 5, 2017; 5:30 pm
(City of Lacey Executive Boardroom)

1. **CALL TO ORDER**
2. **AGENDA:**
January 5, 2017
3. **PUBLIC COMMENT** (10 minutes)
4. **MINUTES OF THE LAST MEETING:**
December 1, 2016
5. **ACTION ITEMS:**
Election of 2017 officers
6. **CORRESPONDENCE:**
7. **DISCUSSION ITEMS:**
Capital projects
February retreat update
8. **STAFF MEMBER PRESENTATION:**
Officer Erika Johnson, updates on cases
9. **DIRECTOR'S REPORT**
10. **SHELTER STATISTICS:**
Donations and Grants Report
11. **ADJOURN**

MINUTES OF THE JASCOM MEETING
December 1, 2016, 5:30 p.m.
City of Lacey Executive Boardroom

- MEMBERS PRESENT:** Jeff Gadman, City of Lacey; Jessica Bateman, City of Olympia; Sandra Romero, Thurston County; Doug Howie, Thurston County Humane Society;
- MEMBERS EXCUSED:** Nicole Hill, City of Tumwater; Kristin Ripka, South Sound Veterinarians
- 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; Anna Johnson, Emergency Resource Officer; Deanna Johnson, Data and Systems Coordinator
- PUBLIC PRESENT:** None
- MEETING BEGAN:** The meeting was called to order at 5:35 p.m. by Chair Gadman. The Chair noted that three of the four jurisdictions' representatives were present, establishing the quorum necessary to vote on the budget.
- APPROVAL OF AGENDA:** MEMBER BATEMAN MOVED THAT THE AGENDA BE ACCEPTED AS PRESENTED; MEMBER ROMERO 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.
- CORRESPONDENCE:** None
- ACTION ITEMS:** BUDGET ADOPTION: MEMBER BATEMAN MOVED THAT THE ANIMAL SERVICES 2017 PROPOSED BUDGET BE ADOPTED; MEMBER HOWIE SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.
- DISCUSSION ITEMS:** Chair Gadman noted that member Romero was retiring and thanked her for her many years of service on the board and to the animals in our community. He then presented her with a plaque commemorating her service.
- Chair Gadman shared that Executive Director Torgerson was nominated by staff for Boss of the Year. He will be acknowledged as one of three honorable mentions at an awards ceremony later this month.
- Introduction of Paula Dillard, Retreat Facilitator: Ms. Dillard asked members to sign up for an interview with her to help determine the focus of their retreat in February. She also distributed a retreat planning timeline and indicated members would receive an agenda prior to the retreat.
- STAFF PRESENTATION:** Officer Anna Johnson recently attended an Animal Law Summit and was asked to share her experience with the members. Based on other attendees' contributions at the summit, she asked the board to consider establishing an animal abuse registry, to develop a clearer definition of "shelter" in regards to animals' housing, to redefine animals from being property (Oregon and Quebec have good definitions), and to create a coalition with other organizations serving

vulnerable populations. Member Bateman asked if there was an animal welfare law coalition, and staff indicated there was nothing formal locally, although several individuals and groups tend to continually be involved.

DIRECTOR'S REPORT: Executive Director Torgerson shared his activities throughout the month, including grants and other monies applied for and received, the increasing number of requests for public record we receive each year. He also mentioned that the board's letter to the prosecutor's office regarding the Perrault case seems to have had the desired effect, with the attorney more aggressively pursuing disposition of the case.

NEXT MEETING: January 5, 2017

MEETING ADJOURNED: Chair Jeff Gadman adjourned the meeting at 6:25 p.m.

Chair, Joint Animal Services Commission

Capital Projects 2017

Shelter Roof Replacement vs sealing

Option recommended is sealant coverage with 10-12 year guarantee that does not require the demolition that full roof replacement would require and can be reapplied once; thus, used to maintain integrity and manage cracking over the 20 plus new life of the roof. This would mean substantial savings in the form of lower current estimate and more useful life. Or \$12,000 to \$15,000 in 2017 vs conservative budget to replace roof at \$50,000

Plans call for a July to August application requiring approximately one week of dry weather to prep apply and dry follow up with annual inspection and patching as needed and reapplication over complete roof at 10 to 12 years.

Kennels:

To include redesign of stray dog room with consideration of sound reduction and multipurpose housing and include replacement of caging with stainless steel, refit new drainage system and prep and seal flooring in all rooms plus painting kennel walls spread out over 3 phases as 1 Phase in each of the next 3 years in 2017-2019) \$25,000**

Options

Recommended to use first quarter for Design development consultation for all kennels and storage at JAS including treatment room, with construction and installation March April for dog Isolation assuming resolution of Perrault case or if not dog adoption followed late Fall in 2017 with treatment and stray dog and remaining needs.

Treatment Room redesign and renovation \$6,000

(\$24,000 in private support secured and restricted + \$6,000) Fall 2017

Hot Water Tank replacement (carry-over) \$7,500

Commercial Cloths Dryer Replacement \$7,500

TOTAL \$96,000