

**JOINT ANIMAL SERVICES COMMISSION  
MEETING AGENDA  
DECEMBER 5, 2022 AT 5:30PM  
IN-PERSON AND REMOTE MEETING  
CITY OF LACEY – COUNCIL CHAMBERS  
420 COLLEGE STREET SE, LACEY, WA 98503**

**In-person attendance:** Lacey City Council Chambers, 420 College St SE, Lacey WA 98503

**Remote attendance:** You may register in advance to view and/or provide public comment at the JASCOM meeting by watching live on Zoom.

[https://us02web.zoom.us/webinar/register/WN\\_cSoGPRIXTKS9-rjR5g510A](https://us02web.zoom.us/webinar/register/WN_cSoGPRIXTKS9-rjR5g510A)

The public may also listen to the meeting by dialing toll-free:  
(888) 788-0099 - **Webinar ID: 883 5345 8439**

Watch live or as a recording on YouTube: <https://youtu.be/gk9IOBRjQI8>

**CALL TO ORDER:**

**1 ROLL CALL:**

**Board Members:**

- Lisa Parshley, City of Olympia – Chair
- Carolina Mejia-Barahona, Thurston County – Vice Chair
- Ed Kunkel, City of Lacey
- Peter Agabi, City of Tumwater
- Richard Blinn, Thurston County Humane Society
- Jo MacGugan, Feline Friends of Olympia

**Animal Services Staff:**

- Sarah Hock, Executive Director

**City of Lacey Staff:**

- Shannon Kelley-Fong, Assistant City Manager

**2 APPROVAL OF AGENDA, Previous Meeting Minutes, and Consent Items:**

- A. Approval of Agenda
- B. November 21, 2022, Meeting Minutes
- C. November 2022 Shelter Statistics







**Animal Services Shelter Statistics 2022**

22-Nov 21-Nov

**Intake**

**Total Animals Received (live and doa)**

Dogs	85	86
Cats	85	77
Other	10	1
Wild	5	13
<b>TOTAL</b>	<b>185</b>	<b>177</b>

**Custody-Misc Reasons**

Dogs	1	3
Cats	0	0
Other	0	0
<b>TOTAL</b>	<b>1</b>	<b>3</b>

**Strays Received**

Dogs	65	50
Cats	67	57
Other	8	0
<b>TOTAL</b>	<b>140</b>	<b>107</b>

**Owner Surrendered**

Dogs	18	33
Cats	18	20
Other	2	1
<b>TOTAL</b>	<b>38</b>	<b>54</b>

**Owner Status Refused**

Dogs	0	0
Cats	0	0
Other	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>

**WILDLIFE HANDLED**

**Incoming**

Live	1	5
Doa	4	8
<b>TOTAL</b>	<b>5</b>	<b>13</b>

**Outgoing**

Doa	3	8
Euthanized (sick/inj)	2	5
Died	0	0
Bat-Rabies check	0	0
Released/Transferred	0	0
<b>TOTAL</b>	<b>5</b>	<b>13</b>

**Outgoing Animals**

**Total Animals Out, incl all categories below**

Dogs	79	91
Cats	162	148
Other	14	2
Wild	5	13
Died, esc, stolen	2	1

<b>TOTAL</b>	<b>262</b>	<b>255</b>
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**Animals Adopted**

Dogs	25	29
Cats	111	106
Other	11	2
<b>TOTAL</b>	<b>147</b>	<b>137</b>

**Animals Transferred**

Dogs	18	2
Cats	28	19
Other	0	0
<b>Total</b>	<b>46</b>	<b>21</b>

**Animals Reclaimed**

Dogs	19	35
Cats	8	4
Other	0	0
<b>TOTAL</b>	<b>27</b>	<b>39</b>

**Animals DOA**

Dogs	4	3
Cats	6	9
Other	4	8
<b>TOTAL</b>	<b>14</b>	<b>20</b>

**All Euthanasia, Died, Escaped, Stolen (from pg 2)**

Dogs	13	22
Cats	9	9
Other	4	6
Died, esc, stolen	2	1
<b>Total</b>	<b>28</b>	<b>38</b>

22-Nov	21-Nov
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**EUTHANASIA, DIED, ESCAPED, STOLEN**

**Animals Euthanized**

**Unhealthy/Untreatable**

Dogs	12	16
Cats	7	6
Other	4	5

**Treatable - Rehabilitatable**

Dogs	0	0
Cats	2	0
Other	0	0

**Treatable - Manageable**

Dogs	1	4
Cats	0	3
Other	0	1

**Healthy**

Dogs	0	2
Cats	0	0

Other	0	0
<b>SUB-TOTAL</b>	<b>26</b>	<b>37</b>
<b>Owner Request (E5)</b>		
Dogs	8	15
Cats	7	7
Other	0	1
<b>SUB-TOTAL</b>	<b>15</b>	<b>23</b>
<b>TOTAL EUTHANASIA</b>	<b>26</b>	<b>37</b>
<b>Died At Shelter</b>	2	1
<b>Escaped/Stolen</b>	0	0
<b>FIELD AND OTHER SERVICES</b>		
<b>Animals Currently Court Involved</b>		
Dogs	0	0
Cats	0	0
Other	0	0
<b>Field Response</b>		
Olympia	24	45
Lacey	27	48
Tumwater	9	7
Thurston County	58	87
JBLM	2	7
Other	0	4
Yelm	4	1
<b>SUB TOTAL</b>	<b>124</b>	<b>199</b>
<b>PDD/DD Appeals</b>	0	0





<b>Unhealthy/Untreatable</b>														
Dogs	12	17	17	18	14	21	16	20	23	21	12	0	191	114
Cats	8	6	12	7	13	10	11	5	10	16	7	0	105	122
Other	1	4	6	5	6	11	8	4	12	9	4	0	70	82
<b>Treatable - Rehabilitatable</b>														
Dogs	1	0	0	3	1	2	0	1	2	0	0	0	10	5
Cats	0	1	1	1	1	6	1	5	10	4	2	0	32	9
Other	0	0	0	1	0	0	0	0	0	1	0	0	2	0
<b>Treatable - Manageable</b>														
Dogs	0	0	1	1	0	0	0	1	1	2	1	0	7	16
Cats	2	3	0	0	0	0	0	0	1	0	0	0	6	13
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	1
<b>Healthy</b>														
Dogs	0	0	0	0	0	0	0	0	0	0	0	0	0	8
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	4
<b>SUB-TOTAL</b>	<b>24</b>	<b>31</b>	<b>37</b>	<b>36</b>	<b>35</b>	<b>50</b>	<b>36</b>	<b>36</b>	<b>59</b>	<b>53</b>	<b>26</b>	<b>0</b>	<b>423</b>	<b>376</b>
<b>Owner Request (E5)</b>														
Dogs	11	13	19	12	11	18	14	20	19	19	8	0	164	149
Cats	8	3	13	7	9	9	7	5	11	11	7	0	90	83
Other	0	2	2	1	0	1	0	1	1	1	0	0	9	13
<b>SUB-TOTAL</b>	<b>19</b>	<b>18</b>	<b>34</b>	<b>20</b>	<b>20</b>	<b>28</b>	<b>21</b>	<b>26</b>	<b>31</b>	<b>31</b>	<b>15</b>	<b>0</b>	<b>263</b>	<b>245</b>
<b>TOTAL EUTHANASIA</b>	<b>24</b>	<b>31</b>	<b>37</b>	<b>36</b>	<b>35</b>	<b>50</b>	<b>36</b>	<b>36</b>	<b>59</b>	<b>53</b>	<b>26</b>	<b>0</b>	<b>423</b>	<b>376</b>
<b>Died At Shelter</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>4</b>	<b>6</b>	<b>8</b>	<b>2</b>	<b>0</b>	<b>22</b>	<b>28</b>
<b>Escaped/Stolen</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>
<b>FIELD AND OTHER SERVICES</b>														
<b>Animals Currently Court Involved</b>														
Dogs	0	1	1	0	1	2	0	0	0	0	0	0	5	1
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	2
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Field Response</b>														
Olympia	38	29	53	42	39	47	54	46	55	37	24	0	464	542
Lacey	37	32	54	46	25	49	60	57	37	33	27	0	457	563
Tumwater	11	8	15	11	9	18	19	11	21	19	9	0	151	188
Thurston County	71	67	109	97	66	86	76	89	96	90	58	0	905	790
JBLM	1	3	4	3	2	0	1	1	2	4	2	0	23	28
Other	3	2	4	0	0	2	2	0	0	1	0	0	14	35
Yelm	10	8	7	10	5	5	6	5	7	2	4	0	69	46
<b>SUB TOTAL</b>	<b>161</b>	<b>141</b>	<b>239</b>	<b>199</b>	<b>141</b>	<b>207</b>	<b>218</b>	<b>209</b>	<b>218</b>	<b>186</b>	<b>124</b>	<b>0</b>	<b>2,083</b>	<b>2,192</b>
<b>PDD/DD Appeals</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>

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# ANIMAL SERVICES

Proposed

Budget 2023









Account Number	Description	2021 Actual Revenue/Expense	2022 Amended Budget	2023 Adopted Budget
<i>Joint Animal Services</i>				
<b>Animal Services Revenues-Continued</b>				
503-0000-369.81-00	Cash Over & Short	6	-	-
503-0000-369.90-00	Other Misc Revenue	441	-	-
503-0006-308.05-00	Bldg Depreciation Asset	-	56,130	56,130
<b>Total Joint Animal Services Revenue</b>		<b>1,835,173</b>	<b>2,818,961</b>	<b>3,452,650</b>



Account Number	Description	2021 Actual Revenue/Expense	2022 Amended Budget	2023 Adopted Budget
<i>Joint Animal Services</i>				
<b>Animal Services Expenditures</b>				
<b>Shelter Operations -Continued</b>				
503-3902-539.41-21	Prof. Svc-Disposal	22,800	21,000	21,000
503-3902-539.41-22	Prof. Svc-Security System	4,314	1,000	1,000
503-3902-539.42-01	Telecommunications	14,512	12,000	13,500
503-3902-539.42-02	Communications-Postage	4,306	6,000	6,000
503-3902-539.43-01	Transportation/Per Diem	-	5,500	6,500
503-3902-539.43-02	Dues, Subscriptions, Publ	594	900	2,000
503-3902-539.43-03	Registrations	812	5,000	6,000
503-3902-539.45-03	Copier Rental	3,627	6,000	5,000
503-3902-539.45-08	Lease Miscellaneous	7,960	9,846	11,000
503-3902-539.46-02	Insurance-Fire/Property	3,191	2,349	3,013
503-3902-539.47-01	Utility-Electric	20,332	23,000	23,000
503-3902-539.47-03	Utility-Natural Gas	3,541	4,500	6,200
503-3902-539.47-05	Utility-City of Olympia	12,092	14,000	13,000
503-3902-539.47-08	Utility-Recycled Waste	1,451	1,300	2,500
503-3902-539.48-01	Rep & Maint-Equipment	2,875	10,000	10,000
503-3902-539.48-03	Rep & Maint-Facilities	22,481	15,000	15,000
503-3902-539.49-02	Printing & Binding	1,270	1,000	500
503-3902-539.49-06	Maintenance Contracts	1,617	600	750
503-3902-539.49-11	Public Education	5	1,000	-
503-3902-539.49-23	Custodial	20,411	22,800	19,000
503-3902-539.49-25	Assessments/Taxes	12	-	-
503-3902-539.49-66	Senior Animal Adoptions	47	500	250
503-3902-539.60-01	Capital Outlays-Equipment	2,645	-	-
503-3902-539.60-02	Capital Outlays-Replace	16,886	15,422	30,324
503-3902-539.60-03	Capital-Improvements	-	70,000	150,000
503-3902-539.60-04	Capital-Buildings	49,506	-	-
503-3902-539.60-99	Capitalize Asset	(23,808)	-	-
503-3902-539.65-04	Depreciation-Equipment	25,677	15,422	21,343
503-3902-539.65-06	Depreciation-Improvements	-	-	8,981
503-3902-539.80-83	Interest-Capital Lease	280	-	-
<b>Total Shelter Operations</b>		<b>1,108,831</b>	<b>1,301,157</b>	<b>1,734,093</b>
<b>Field Services</b>				
503-3903-539.10-01	Salaries-Regular	201,567	374,624	400,110
503-3903-539.10-05	Salaries-Overtime	2,036	20,000	15,000
503-3903-539.20-01	Employer Paid Benefits	83,774	214,713	204,000
503-3903-539.20-03	Unemployment Compensation	12,337	-	-
503-3903-539.31-01	Office & Operating Supply	260	1,000	500
503-3903-539.31-02	Small Tools & Equipment	1,703	4,000	14,000
503-3903-539.31-17	Supplies-Uniform Purchase	1,565	3,600	4,000







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[www.jointanimalservices.org](http://www.jointanimalservices.org)

## 2023 JASCOM meeting schedule

JASCOM meetings are held the first Monday of every month at 5:30 PM.

1. February 6<sup>th</sup>, 2023– 5:30 PM
2. March 6<sup>th</sup>, 2023 – 5:30 PM
3. April 3<sup>th</sup>, 2023 – 5:30 PM
4. May 1<sup>nd</sup>, 2023 – 5:30 PM
5. June 5<sup>th</sup>, 2023 – 5:30 PM
6. July 10<sup>th</sup>, 2023 – 5:30 PM (Rescheduled due to Independence Day)
7. August 7<sup>th</sup>, 2023 – 5:30 PM
8. September 18<sup>th</sup>, 2023 – 5:30 PM (Rescheduled due to Labor Day and September 11th)
9. October 2<sup>nd</sup>, 2023 – 5:30 PM
10. November 13<sup>th</sup>, 2023 – 5:30 PM – JAS Budget Hearing (Reschedule due to election day)
11. December 4<sup>th</sup>, 2023 – 5:30 PM – JAS Budget Hearing



# Joint Animal Services Commission Director's report

December 5<sup>th</sup>, 2022

## Operations

### Washington State Attorney General's Office

I met with Scott Halloran and Brad Roberts, Assistant Attorneys General in the Environmental Protection Division of the Washington State Attorney General's Office. Their work focuses on prosecuting environmental and animal related crimes. Our discussion was around creating a statewide working group devoted to prosecuting animal crimes and to discuss any issues or barriers we are currently facing with prosecuting cases here in Thurston County.

### Volunteers

As we continue to evaluate ways to increase safety for both staff and volunteers, we made safety upgrades for the dog volunteers including:

- A panic button in the meet and greet area. This ensures that if for any reason a volunteer or staff member needs assistance and is unable to use the radio they can hit the panic button and an alarm will sound at the front desk.
- Bags/fanny packs for dog walkers equipped with:
  - A kennel key set
  - Poop bags
  - A clicker
  - An emergency whistle
  - An Air horn (see next section)
  - Dog treats
  - Pocket to hold walkie-talkie

### Animal Care

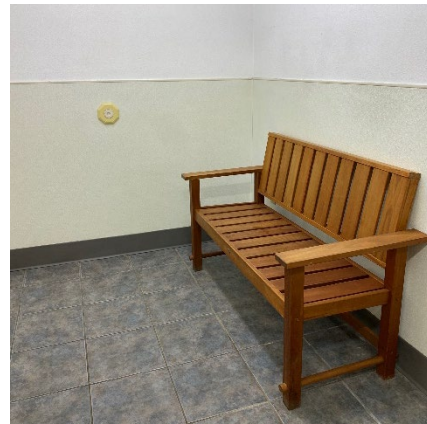
Earlier in November, the shelter unfortunately had a number of animals diagnosed upon intake with several illnesses including Scarcopic and Demodex Mange, Giardia, Coccidia, Feline Panleukopenia, and Ringworm. Several of our back rooms (not open to the public) went on quarantine until we could either treat or clear the animals exposed. Thankfully we only lost one kitten in total to Panleuk. Currently all animals have been cleared of everything but Ringworm, which we will continue to treat. Unfortunately, it can take weeks, and sometimes months for animals to be fully cleared.



**ANIMAL SERVICES**

**Cat Meet and Greet Room**

For several years, the designated Cat Meet and Greet Room has housed our critter that we up for adoption. With the ingenuity of Liz and the animal care team we were able to move the adoptable critters out into the lobby which allows them to be showcased better, and opened the room back up for volunteers and potential adopters to interact with that cats and kittens available for adoption.





## Joint Animal Services Commission Director's report

### Happy Tails

On November 7<sup>th</sup> JAS staff found a litter of ten puppies, along with two momma dogs left at our door in crates. They were in terrible condition suffering from neglect, severely malnourished, and diagnosed with Scarcoptic and Demodex Mange, Giardia, and Coccidia. Unfortunately, one puppies passed immediately after intake, and two were humanely euthanized within the week. Even though we began treatment immediately, but started looking for a rescue that could give more in-depth care, as currently without a medical team, this is beyond our capacity for care. Our friends and partner organization, Kitsap Humane Society, answered our call and took the remaining seven puppies. This is an example of two organizations working together for the best outcome! In the meantime the two momma dogs are being held and treated at JAS.

