

**JOINT ANIMAL SERVICES COMMISSION
MEETING AGENDA
FEBRUARY 6TH, 2023 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_LHL6eReuTDmaP-HQ7RTQgw

The public may also listen to the meeting by dialing toll-free:
(888) 788-0099 - **Webinar ID: 864 1113 0239**

Watch live or as a recording on YouTube: <https://youtube.com/live/ICHqYLB0QU0>

CALL TO ORDER:

1 ROLL CALL:

Board Members:

- ☐ Lisa Parshley, City of Olympia – Acting Chair
- ☐ Ed Kunkel, City of Lacey
- ☐ Peter Agabi, City of Tumwater
- ☐ Gary Edwards, Thurston County
- ☐ Jo MacGugan, Feline Friends of Olympia
- ☐ Mike Murphy, DVM, Thurston County Humane Society

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. December 5, 2022, Meeting Minutes
- C. 2022 Shelter Statistics
- D. January 2023 Shelter Statistics

3 ELECTION OF OFFICERS

4 PUBLIC COMMENT:

To provide public comment by Zoom, please use the “raise your hand” function.
To provide public comment by phone, please press *9.

5 DIRECTOR’S REPORT:

- A. 2022 in Review
- B. Operational update

6 BUSINESS ITEMS:

- A. Approval of the JASCOM meeting schedule
- B. Approval of Budget Amendment
- C. Approval of Recommended Veterinarian Appointment

7 ADJOURN

VISION:

Our vision is to build a safe and humane community for humans and animals.

MISSION:

To foster an environment of respect, responsibility, and compassion for all animals through learning, legislation and leadership.

GOALS:

- Ensure and advocate for animal welfare.
- Promote public safety.
- Support responsible animal ownership.

MINUTES OF THE JASCOM MEETING AND RETREAT
December 5, 2022
In-Person and Remote JASCOM Meeting

MEMBERS PRESENT: Lisa Parshley, City of Olympia; Ed Kunkel, City of Lacey; Peter Agabi, City of Tumwater; Richard Blinn, Thurston County Humane Society; Jo MacGugan, Feline Friends of Olympia

STAFF PRESENT: Sarah Hock, Executive Director

STAFF LIAISON: Shannon Kelley-Fong, Assistant City Manager

MEETING BEGAN: 5:31 PM meeting called to order by Chair Parshley.

**APPROVAL OF
AGENDA, PREVIOUS
MINUTES, AND
CONSENT
ITEMS:**

COUNCIL MEMBER KUNKEL MOVED THAT THE AGENDA, PREVIOUS MEETING MINUTES, AND CONSENT ITEMS BE ACCEPTED. COUNCIL MEMBER AGABI SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PUBLIC COMMENT: NONE

PUBLIC HEARING: Public hearing on the 2023 AS Budget began at 5:33 PM

Public hearing adjourned 5:34 PM

BUSINESS ITEMS: 2023 ANIMAL SERVICES PROPOSED BUDGET

CHAIR PARSHLEY MOVES THAT THE 2023 ANIMAL SERVICE BUDGET FOR A TOTAL OF \$3,452,650 BE APPROVED. COUNCIL MEMBER AGABI SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

2023 JASCOM MEETING SCHEDULE

The meeting schedule for 2023 was presented to JASCOM. Meeting will continue to be held the first Monday of the month unless otherwise scheduled due to holidays or conflicts.

**STAFF
PRESENTATIONS:** NONE

DIRECTOR'S REPORT: Sarah Hock, Executive Director, reported on operational highlights at the shelter.

ADJOURNMENT: Meeting adjourned at 6:00 PM

NEXT MEETING: Monday, February 6th, 2023 at 5:30 PM, In-Person and Virtual Meeting

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD	YTD 21
INCOMING ANIMALS														
Total Animals Received (live and doa)														
Dogs	77	78	93	77	54	96	75	88	93	88	85	87	991	930
Cats	67	63	80	83	77	124	113	141	200	152	85	74	1,259	1,233
Other	10	22	19	9	22	25	43	9	39	19	10	21	248	172
Wild	7	7	18	6	8	13	10	8	17	24	5	3	126	176
TOTAL	161	170	210	175	161	258	241	246	349	283	185	185	2,624	2,511
Custody-Misc Reasons														
Dogs	2	2	0	4	2	18	5	1	3	2	1	4	44	39
Cats	1	0	0	0	0	6	0	0	0	1	0	2	10	15
Other	0	4	0	0	2	0	1	0	0	0	0	4	11	15
TOTAL	3	6	0	4	4	24	6	1	3	3	1	10	65	69
Strays Received														
Dogs	55	51	66	49	34	52	43	62	63	59	65	54	653	536
Cats	47	47	57	66	60	78	85	120	175	111	67	47	960	868
Other	1	16	6	8	22	9	37	8	6	16	8	13	150	83
TOTAL	103	114	129	123	116	139	165	190	244	186	140	114	1,763	1,487
Owner Surrendered														
Dogs	18	25	27	24	17	26	26	25	27	27	18	29	289	352
Cats	19	16	23	17	17	40	26	21	21	40	18	23	281	328
Other	6	2	13	1	0	16	3	2	33	3	2	4	85	63
TOTAL	43	43	63	42	34	82	55	48	81	70	38	56	655	743
Owner Status Refused														
Unsocialized pets that have lived on the person's property 14 days or more, but the person denies ownership.														
Dogs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
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
TOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	2
WILDLIFE HANDLED														
Incoming														
Live	1	2	6	4	5	8	6	3	10	9	1	1	56	91
Doa	6	5	12	2	3	5	4	5	7	15	4	2	70	93
TOTAL	7	7	18	6	8	13	10	8	17	24	5	3	126	184
Outgoing														
Doa	6	5	12	2	3	7	4	5	37	15	3	2	101	90
Euthanized (sick/inj)	1	1	4	4	5	5	6	3	10	4	2	1	46	76
Died	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Bat-Rabies check	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Released/Transferred	0	1	2	0	0	0	0	0	1	2	0	0	6	14
TOTAL	7	7	18	6	8	12	10	8	48	21	5	3	153	182
OUTGOING ANIMALS														
Total Animals Out, incl all categories below														
Dogs	65	90	81	87	50	102	69	91	90	87	79	90	981	907
Cats	80	60	90	74	71	95	111	122	147	150	162	101	1,263	1,302
Other	5	28	13	16	9	32	40	21	7	14	14	18	217	166
Wild	7	7	18	6	8	13	10	8	48	21	5	3	154	162
Died, esc, stolen	1	0	0	0	6	0	1	4	6	8	2	1	29	30
TOTAL	158	185	202	183	138	242	230	242	292	280	262	213	2,644	2,567
Animals Adopted														
Dogs	12	40	23	27	10	23	15	36	23	27	25	24	285	254
Cats	60	35	54	53	36	55	65	86	76	106	111	73	810	801
Other	4	10	10	12	5	27	35	16	11	7	11	13	161	104
TOTAL	76	85	87	92	51	105	115	138	110	140	147	110	1,256	1,159
Animals Transferred														
Dogs	5	2	9	13	5	19	9	3	7	7	18	8	105	44
Cats	2	3	10	3	15	5	19	11	11	11	28	14	132	113
Other	0	1	3	2	3	1	1	1	2	0	0	1	15	16
Total	7	6	22	18	23	25	29	15	20	18	46	23	252	173
Animals Reclaimed														
Dogs	32	28	26	23	18	31	24	29	33	27	19	22	312	355
Cats	2	0	2	4	0	6	8	5	8	3	8	1	47	64
Other	0	1	0	0	0	0	3	2	0	0	0	1	7	0
TOTAL	34	29	28	27	18	37	35	36	41	30	27	24	366	419
Animals DOA														
Dogs	3	3	5	2	2	6	5	2	0	3	4	10	45	48
Cats	6	12	11	6	6	12	6	9	18	9	6	4	105	160
Other	7	5	12	2	3	6	4	6	37	17	4	2	105	91
TOTAL	16	20	28	10	11	24	15	17	55	29	14	16	255	299
All Euthanasia, Died, Escaped, Stolen (from pg 2)														
Dogs	13	17	18	22	15	23	16	21	26	23	13	26	233	217
Cats	10	10	13	8	14	16	12	11	21	20	9	9	153	186
Other	1	4	3	6	6	11	8	4	12	10	4	4	73	97
Died, esc, stolen	1	0	3	0	6	0	1	4	6	8	2	1	32	30
Total	25	31	37	36	41	50	37	40	65	61	28	40	491	530
EUTHANASIA, DIED, ESCAPED, STOLEN														
Animals Euthanized		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD

Animal Services Shelter Statistics 2023

23-
Jan

22-
Jan

Intake

Total Animals Received (live and doa)

Dogs	73	77
Cats	88	67
Other	7	10
Wild	5	7
TOTAL	173	161

Custody-Misc Reasons

Dogs	3	2
Cats	1	1
Other	0	0
TOTAL	4	3

Strays Received

Dogs	48	55
Cats	47	47
Other	6	1
TOTAL	101	103

Owner Surrendered

Dogs	22	18
Cats	40	19
Other	1	6
TOTAL	63	43

Owner Status Refused

Dogs	0	0
Cats	0	0
Other	0	0
TOTAL	0	0

WILDLIFE HANDLED

Incoming

Live	1	1
Doa	4	6
TOTAL	5	7

Outgoing

Doa	4	6
Euthanized (sick/inj)	1	1
Died	0	0
Bat-Rabies check	0	0
Released/Transferred	0	0
TOTAL	5	7

Outgoing Animals

Total Animals Out, incl all categories below

	23-Jan	22-Jan
Dogs	73	65
Cats	86	80
Other	13	5
Wild	5	7
Died, esc, stolen	2	1
TOTAL	179	158

Animals Adopted

Dogs	20	12
Cats	41	60
Other	12	4
TOTAL	73	76

Animals Transferred

Dogs	6	5
Cats	18	2
Other	0	0
Total	24	7

Animals Reclaimed

Dogs	25	32
Cats	2	2
Other	0	0
TOTAL	27	34

Animals DOA

Dogs	4	3
Cats	12	6
Other	4	7
TOTAL	20	16

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

Dogs	18	13
Cats	11	10
Other	2	1
Died, esc, stolen	2	1
Total	33	25

		23-Jan	22-Jan
EUTHANASIA, DIED, ESCAPED, STOLEN			
Animals Euthanized			
Unhealthy/Untreatable			
	Dogs	13	12
	Cats	11	8
	Other	2	1
Treatable - Rehabilitatable			
	Dogs	2	1
	Cats	0	0
	Other	0	0
Treatable - Manageable			
	Dogs	3	0
	Cats	0	2
	Other	0	0
Healthy			
	Dogs	0	0
	Cats	0	0
	Other	0	0
	SUB-TOTAL	31	24
Owner Request (E5)			
	Dogs	13	11
	Cats	11	8
	Other	1	0
	SUB-TOTAL	25	19
	TOTAL EUTHANASIA	31	24
Died At Shelter		2	1
Escaped/Stolen		0	0

FIELD AND OTHER SERVICES

Animals Currently		23-Jan	22- Jan
Court Involved	Dogs	0	0
	Cats	0	0
	Other	0	0
Field			
Response			
	Olympia	25	38
	Lacey	33	37
	Tumwater	15	11
	Thurston County	72	71
	JBLM	1	1
	Other	1	3
	Yelm	6	10
	SUB TOTAL	153	171
PDD/DD			
Appeals		0	0



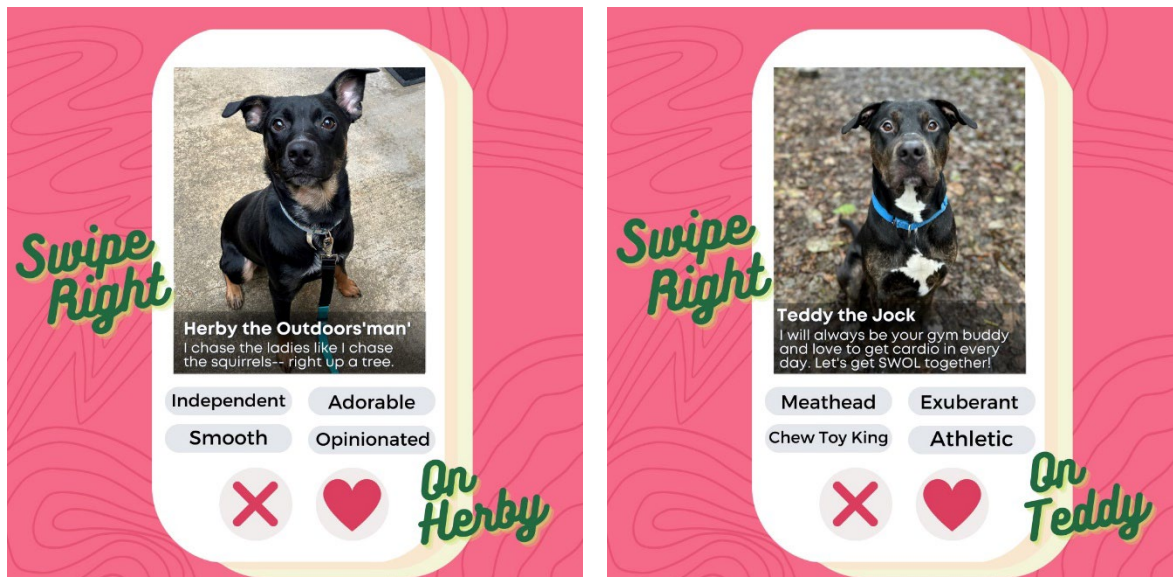
Joint Animal Services Commission Director's report

February 6th, 2023

Operations

Social Media

For February and in honor of Valentine's Day we're hoping to match our eligible puppies with their forever homes soon, and what better way than making dating profiles. Swipe right on some puppy love.



Community Cat Program

The cities of Olympia, Lacey, and Tumwater have all passed the recommended changes to the Municipal Code to support our Community Cat Program.

Hogs & Hounds

JAS will be participating in this great event for the second year in a row. It is being held on February 25th from 11 to 3. This adoption and fundraising event will be held at the Harley Davidson Dealership in Lacey. Last year all five dogs we brought to the event were adopted.



Joint Animal Services Commission Director's report

Medical Suite

The new shelter medical suite is complete. A huge thank you to the ASPCA Northern Tier Shelter Initiative and the Dolciani – Halloran Foundation for contributing the majority of the funding for this project. We continue to work with HR to get the veterinarian job description posted for recruitment.





Joint Animal Services Commission Director's report

Happy Tails

Nacho, formerly known as Larry

"I just wanted to give an update on Larry, now known as Nacho. He was part of the Working Cats program I adopted at the end of April last year to help out with mouse control on my property, but fate had other plans. He tested positive for FIV so I worked instead on incorporating him into my household with 4 other indoor cats, and then 3 huskies (I have 4 now). It took 3 days for him to let me near him, and another month to accept pets from me without bites or scratches. It took a few months but he settled into housecat life great and gets along with his furry housemates fine. He had a couple minor infections to heal from initially, secondary stuff from having FIV and stress, but his health has been top notch since then. Watching him learn about toys and playing almost made my heart burst. He is currently napping on my lap and sleeps by my side often. He hasn't wanted to go outside once, he flees an open door. He's one of the smartest cats I've ever had! Turns out this barn cat just needed some extra love to domesticate him. Thank you for your program, it didn't work as intended in this case but I can't imagine my life without him now! I've attached a couple pics of him living the good life :) Thanks for all you do!"





3120 Martin Way E, Olympia, WA 98506-4950
Phone (360) 352-2510, Fax (360) 352-2782

www.jointanimalservices.org

2023 JASCOM meeting schedule

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

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



Joint Animal Services Commission

February 6th, 2023

Joint Animal Services Commission,

I am making the recommendation to appoint Victoria Smith DVM, veterinarian at Deschutes Animal Clinic, located in Tumwater, WA to the veterinarian position on the Joint Animal Services Commission.

Dr. Smith, is a well-respected veterinarian and animal advocate who has dedicated her career to helping animals. She comes with 20 years' experience in private practice, emergency, shelter medicine, military, and forensics. Her knowledge and experience would make her a fantastic addition as well as an asset to JASCOM.

Joint Animal Services has worked with Dr. Smith for several years and her expertise is invaluable as a subject matter expert when investigating animal cruelty cases.

I have included for your review Dr. Smith's Letter of Interest and resume.

Thank you for your review and consideration.

Sincerely,

Sarah Hock, Executive Director.

Victoria L. Smith, DVM

24 July 2022

Joint Animal Services
3120 Martin Way E
Olympia WA 98506

Dear Sarah Hock:

I am interested in applying for the open veterinarian position on the Joint Animal Services Commission (JASCOM). I have almost 20 years of experience as a veterinarian in small and mixed animal private practice, emergency and shelter medicine and military experience as a field veterinarian and preventative medicine officer. My goals are to help our local community by improving the lives of animals in our area, as well as stewarding the profession. Public health and public service are paramount to a thriving society. I would like to volunteer to serve Thurston County on the JASCOM.

Sincerely,

A handwritten signature in black ink, appearing to read 'Victoria L. Smith', with a stylized flourish at the end.

Victoria L. Smith, DVM

VICTORIA LOGAN SMITH

8247 Chestnut Hill Drive SE, Olympia WA 98513 | 509-895-4153 | Vetvicky01@gmail.com

EDUCATION

Texas A&M University College of Veterinary Medicine

Doctor of Veterinary Medicine

May 2004

Honors: Graduated Summa Cum Laude

University of Florida College of Veterinary Medicine M.S. Veterinary Forensic Science

May 2021

Master of Science – Veterinary Forensic Science

Seattle Pacific University

B.A. in English

May 1987

AWARDS

Washington State Veterinary Medical Association Veterinarian of the Year

2018

Promoted to Lieutenant Colonel

July 2018

US Army and Air Force Achievement and Commendations

Multiple dates

Simmons & Associates Educational Trust Fund

Sep 2003-May 2004

Strategic Air Command Intelligence Officer of the Year

Mar 1991

VETERINARY EXPERIENCE

Deschutes Animal Clinic

Jan 2021 – present

Small Animal Medicine and Surgery Associate

Yelm Veterinary Hospital

Apr 2020 – Jan 2021

Small Animal Medicine and Surgery Associate

Steamboat Animal Hospital, Olympia WA

Dec 2011 – May 2019

Small Animal Medicine and Surgery Associate

Tacoma Humane Society Animal Shelter, Tacoma WA

Jan 2011 – Dec 2011

Shelter Medicine and Surgery Veterinarian

Mountain View Veterinary Hospital, Lacey WA

Sept 2008 – Jan 2011

Small Animal Medicine and Surgery Associate

Yakima Pet Emergency, Yakima WA

Jan 2008 – Aug 2008

Small Animal Emergency Veterinarian

Terrace Heights Family Pet Clinic, Yakima WA

Jan 2008 – Aug 2008

Small Animal Medicine and Surgery Associate

Mapleway Veterinary Clinic, Selah WA,

Oct 2007 – Jan 2008

Mixed Animal Medicine and Surgery Associate

Parker Road Veterinary Hospital, Wylie TX,

May 2004 – Oct 2007

Mixed Animal Medicine, Surgery, Emergency and Ambulatory Associate

Preston-Royal Animal Hospital, Dallas TX and others

May 1997 – Sep 2000

Veterinary Surgical and Emergency Technician

MILITARY EXPERIENCE

7362nd Veterinary Detachment, Joint Base Lewis McChord

Aug 2020 – Present

Officer-In-Charge

149th MDVSS, Camp Arifjan, Kuwait (active duty)

Jun 2019 – Apr 2020

Commander (deployed Kuwait/Iraq/Qatar/Jordan)149th MDVS, Joint Base Lewis McChord WA**Commander (Reserve)****August 2012 – Jun 2019**

Formerly Executive Officer and Chief, Surgical and Medical team, Field Veterinarian

109th MDVS, Garden Grove CA**Field Veterinarian****July 2010 – Aug 2012**

New accession into Army Veterinary Corps

457th Fighter Squadron, NAS JRB Ft Worth TX (USAFR)**Squadron Intelligence Officer****Aug 2001 – Aug 2004**

Provided target materials and intelligence for pilots to strike targets in Afghanistan and support the Sept 11th War plan

HQ USCENTCOM/J2 (USAFR)

Bomb Damage Assessment (BDA) Analyst**Aug 1999 – Aug 2001**

Reported damage assessments from Naval Carrier Group strike fighters on Iraqi targets

USAF Academy Liaison Officer, Memphis TN (USAFR)

Liaison Officer**Aug 1994 - Aug 1995**49th Fighter Squadron, Holloman AFB NM (USAF)**Squadron Intelligence Officer**

Briefed and provided mission planning for fighter pilots for routine and Special Category (SPECAT) strike missions for contingency operations including the Middle East, Eastern Europe, Russia and Central America

Feb 1991 - Sep 1993

HQ Strategic Air Command, Offutt AFB NE (USAF)

Intelligence Plans Officer

Provided intelligence and targeting inputs and staffing for the United States Strategic Integrated Operations Plan (SIOP), the nuclear war plan, as well as conventional and contingency nuclear targeting

Feb 1989– Feb 1991

544 Strategic Intelligence Wing (USAF)

Command, Control and Communications Intelligence Analyst

Provided analysis of strategic threats including mobile targets, leadership, and communications for nuclear and conventional targeting of the Former Soviet Union, Eastern Europe, China, the Middle East, Africa and Central America

Sep 1988-Feb 1989

Commissioned Mar 1988 (2LT, USAF)

Intelligence Applications Officer

Officer Training School (Lackland AFB), Intelligence Applications and Targeting courses (Goodfellow AFB, TX)

MEMBERSHIPS

American Veterinary Medical Association

Washington State Veterinary Association

Nationally accredited Veterinarian (USDA)

Evergreen Golden Retriever Rescue (former Board Member)

Golden Bond Retriever Rescue (Foster)



STAFF REPORT

02/06/2023

SUBJECT: Animal Services Facility Plumbing Repair

RECOMMENDATION: Approve budget amendment for \$115,000 in expenditures

TO: JASCOM

FROM: Sarah Hock, Executive Director, Animal Services *SH*

ATTACHMENTS: None.

FISCAL NOTE: If approved by JASCOM, an estimated \$115,000 will be pulled from Joint Animal Services reserves to pay for the approved budget repair. A budget amendment to the Joint Animal Services budget will be required.

PRIOR REVIEW: None

BACKGROUND:

The poor condition of the drain lines under the building has resulted in numerous backups in the building, causing emergency response from the Operations team. Televising the sewer line confirmed the deteriorated condition of the pipe. In January of 2022 the City of Lacey attempted to resolve the problems in the worst areas identified by opening up the floor and replacing sections of bad pipe. Blockages and flooding continue to happen, although not as often. JAS staff has had to shut down one restroom, switch to single-ply paper, and regularly flow extra water in the drains in order to attempt to minimize further blockages.

Assessments of the repair have begun. A professional came out to scope the lines of plumbing under the building. Despite maintenance staff coming out a few weeks ago to resolve a clog, there were already two problem areas that we encountered built up and at risk of causing another backup. City will be schedule jetting of the line as preventative maintenance on a monthly basis to avoid urgent callouts.

The issue is the remaining original cast iron pipe, which is visually deteriorated. The walls of the pipe are rough and catching solids at joints and tees; essentially only the new PVC section and mainline under the parking lot were free of buildup. Unfortunately, the original cast iron piping is our entire system except for the line repair that was done last year.

The recommendation was a full replacement of all sections of cast iron pipe. Unfortunately, we may be chasing problem areas around the building experiencing the same issue over time. The least invasive (although not a complete fix and only an interim solution) would be to continue replacement of the cast iron pipe through the lobby to the exterior of the building. In that case, backups would be limited to individual work areas if a clog occurred there. We are waiting for the official written recommendation and cost proposal to review, but would expect it in the \$90,000 - \$115,000 range for this one section.

ADVANTAGES:

Once the drain lines are repaired, repair responses for blockages will be reduced. This repair will also reduce the chance of flooding inside the building and ensure continued operation by Joint Animal Services staff.

DISADVANTAGES:

Out of cycle budget impact, contracted service repair. The condition of the overall building, including the plumbing, continue to deteriorate.