

**JOINT ANIMAL SERVICES COMMISSION**  
**MEETING AGENDA**  
**APRIL 3<sup>RD</sup>, 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\\_8SC6bEsaRfWz4WsSQIDE0A](https://us02web.zoom.us/webinar/register/WN_8SC6bEsaRfWz4WsSQIDE0A)

The public may also listen to the meeting by dialing toll-free:

(888) 788-0099 - **Webinar ID: 848 4065 5026**

Watch live or as a recording on YouTube: <https://youtube.com/live/H9Rs2TJ0fns>

**CALL TO ORDER:**

**1 ROLL CALL:**

**Board Members:**

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

**Animal Services Staff:**

- ☐ Liz McQueen, Animal & Veterinary Care Manager
- ☐ Sierra Teas, Field Services Supervisor

**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. March 6, 2023, Meeting Minutes

3 **PUBLIC COMMENT:**

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

4 **BUSINESS ITEMS:**

A. Welcome and Introduction, Sierra Teas – Liz McQueen

5 **DIRECTOR’S REPORT:**

A. Director’s Report

6 **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**  
**March 6<sup>th</sup>, 2023**  
**In-Person and Remote JASCOM Meeting**

**MEMBERS PRESENT:** Lisa Parshley, City of Olympia; Peter Agabi, City of Tumwater; Ed Kunkel, City of Lacey; Gary Edwards, Thurston County; Mike Murphy, Thurston County Humane Society; Jo MacGugan, Feline Friends of Olympia; Vicky Smith, Deschutes Animal Clinic

**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 WITH EDITS TO THE MINUTES. COMMISSIONER EDWARDS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

**PUBLIC COMMENT:** NONE

**BUSINESS ITEMS:** REVIEW OF THE 5 YEAR STRATEGIC PLAN

Hock presented to JASCOM key benchmarks and strategies that have been accomplished in year one (2022). She then covered what the strategies and key benchmarks are for year two (2023) highlighting that the majorities of the shelter key benchmarks are tied to recruiting and hiring a veterinarian and veterinary technician.

**MEDICAL DEPARTMENT OVERVIEW**

Hock presented what the estimated timeline in for recruitment, training, and developing SOPs for the new medical team. Recruitment has potential to take anywhere from 6 month – 1 year due to the nationwide shortage of veterinarians and veterinary technicians.

**DIRECTOR'S REPORT:** Sarah Hock, Executive Director, presented the Director's report highlighting the operational changes to accommodate the sewer repair and operational updates at the shelter.

**STAFF**

**PRESENTATIONS:** NONE

**ADJOURNMENT:** Meeting adjourned at 6:14 PM

**NEXT MEETING:** Monday, April 3rd, 2023 at 5:30 PM, In-Person and Virtual Meeting



## Joint Animal Services Commission Director's report

April 3<sup>rd</sup>, 2023

### Welcome

We are very excited to welcome Sierra Teas, our new Field Services Supervisor to Joint Animal Services.

Sierra has over five years of animal control experience and comes to us with a background in Texas animal sheltering, including work in Humane Investigations with The Humane Society of North Texas, assisting in the development of the Neighborhood Level Program and later as an Animal Protection and Field Training Officer for the Austin Animal Center.

Sierra enjoys creating and collecting art, writing and reading, attending local live music, and volunteering with local wildlife rescues where she fosters orphaned baby animals such as raccoons, skunks, and opossums. Sierra is looking forward to exploring the state with her two dogs, Callie, a boxer mix who she adopted as a puppy from her first role with HSNT and Wolfie, a mostly blind and medically special needs shepherd mix, adopted from a Texas rescue. She is excited to be starting at Joint Animal Services and the opportunity to do such important work!





## Joint Animal Services Commission Director's report

### Operations

#### Animal Control Academy

Two of our Field Officers graduated from the Animal Control Academy hosted by the Washington State Criminal Justice Training Commission (WSCJTC) and Washington Animal Control Association (WACA). This 80-hour intensive course is held at the WSCJTC center in Burien, Washington and is specifically designed for Animal Control Officers. Instructors consist of WACA personnel who will cover a variety of topics to satisfy Washington State's Animal Control Officer Requirements. Topics covered in the 80-hour course included:

Animal Control and Care:

- Capture & Restraint
- Wildlife Identification & Handling
- State & Local Animal Laws
- Animal Diseases and First Aid
- Blood Sports

Traditional Law Enforcement:

- Court Room Procedures
- Ethics
- Crisis Intervention
- Criminal Law
- Search & Seizure



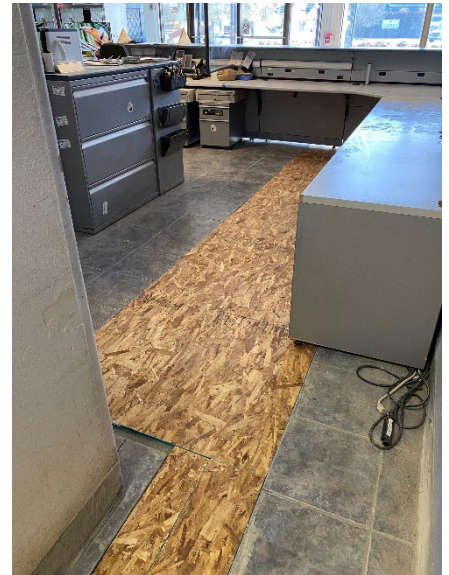
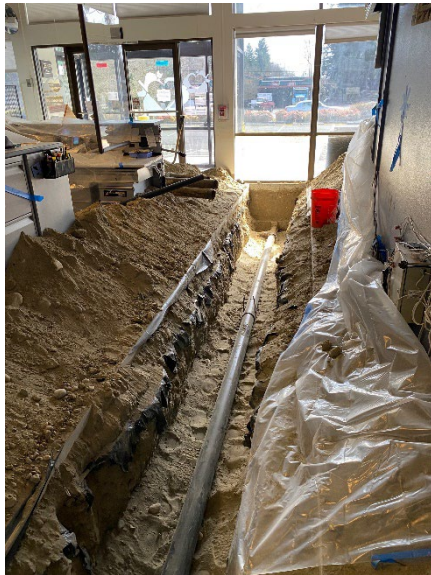




## Joint Animal Services Commission Director's report

### Sewer Repair

Unfortunately the sewer repair is taking longer than originally estimated. Our one week closure, turned into two weeks. There were some setbacks once the plumbers saw how the original plumbing was installed. The pipes were cemented into the foundation, and cutting them out took longer than anticipated. We reopened to the public on Wednesday, March 29<sup>th</sup>. The flooring in the bathrooms, treatment, and cat isolation were completed March 31, and the tile will be replaced in the lobby April 3<sup>rd</sup> and 4<sup>th</sup>. We will be closed to the public Tuesday April 4<sup>th</sup> for the installation.





ANIMAL SERVICES

Happy Tails

## Joint Animal Services Commission Director's report

### **Draco Malfoy – Adopted September 2021**

We got Draco from the local shelter in Olympia after originally arranging to look at a different dog. We'd seen the picture of Draco on the site, but I was initially looking for an older dog, not a pup. We ended up asking to see Draco and it was basically love at first sight between him and my daughter. He's such a happy and derp dog! As you can see by the picture, he's made himself right at home with us. ~Randi

