

**JOINT ANIMAL SERVICES COMMISSION
MEETING AGENDA
OCTOBER 25TH, 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/j/83311943796>

The public may also listen to the meeting by dialing toll-free:
(888) 788-0099 - **Webinar ID: 833 1194 3796**

Watch live or as a recording on YouTube: https://www.youtube.com/watch?v=ncl4G_7N4w

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:

- Sarah Hock, Executive Director

City of Lacey Staff:

- Shannon Kelley-Fong, Assistant City Manager

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

- A. Approval of Agenda
- B. August 7, 2023, Meeting Minutes
- C. August and September 2023 Shelter Statistics

2 **PUBLIC COMMENT:**

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

3 **BUSINESS ITEMS:**

A. 2024 Animal Services Budget Presentation

4 **DIRECTOR’S REPORT:**

A. Director’s Report

5 **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
August 7, 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; Jo MacGugan, Feline Friends of Olympia; Vicky Smith, Deschutes Animal Clinic; Mike Murphy, Thurston County Humane Society

STAFF PRESENT: Sarah Hock, Executive Director of Joint Animal Services

STAFF LIAISON: Shannon Kelley-Fong, Assistant City Manager

MEETING BEGAN: 5:32 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. COMMISSIONER EDWARDS SECONDED THE MOTION. MOTION CARRIED UNANIMOUSLY.

PUBLIC COMMENT: NONE

BUSINESS ITEMS: SERVICES AND PROGRAM OVERVIEW

Hock presented an overview of all JAS services including, volunteer, foster, low-cost spay/neuter vouchers, and their Roof over Rover program.

MUNICIPAL CODE REVIEW

Hock presented a high level overview of potential municipal code updates.

DIRECTOR'S REPORT: Sarah Hock presented the Director's report highlighting the Space Needs Assessment, the Bissell Adoption Event, the status of the adoption kennel renovation, and our very first Craft Day event.

**STAFF
PRESENTATIONS:** NONE

ADJOURNMENT: Meeting adjourned at 6:13 PM

NEXT MEETING: Wednesday, October 25th at 5:30 PM, In-Person and Virtual Meeting

Animal Services Shelter Statistics 2022

23-Aug 22-Aug

Intake

Total Animals Received (live and doa)

Dogs	86	88	
Cats	171	141	
Other	69	9	
Wild	14	8	
TOTAL	340	246	38.21%

Custody-Misc Reasons

Dogs	3	1	
Cats	3	0	
Other	62	0	
TOTAL	68	1	6700.00%

Strays Received

Dogs	63	62	
Cats	156	120	
Other	1	8	
TOTAL	220	190	15.79%

Owner Surrendered

Dogs	18	25	
Cats	12	21	
Other	4	2	
TOTAL	34	48	-29.17%

Owner Status Refused

Dogs	0	0	
Cats	0	0	
Other	0	0	
TOTAL	0	0	#DIV/0!

WILDLIFE HANDLED

Incoming

Live	6	3	
Doa	4	5	
TOTAL	10	8	25.00%

Outgoing

Doa	4	5	
Euthanized (sick/inj)	6	3	
Died	0	0	
Bat-Rabies check	0	0	
Released/Transferred	1	0	
TOTAL	11	8	37.50%

Outgoing Animals

Total Animals Out, incl all categories below

Dogs	90	91	
Cats	163	122	
Other	8	21	
Wild	14	8	
Died, esc, stolen	5	4	

	TOTAL	280	246	13.82%
Animals Adopted				
	Dogs	32	36	
	Cats	87	86	
	Other	13	16	
	TOTAL	132	138	-4.35%
Animals Transferred				
	Dogs	2	3	
	Cats	21	11	
	Other	0	1	
	Total	23	15	53.33%
Animals Reclaimed				
	Dogs	28	29	
	Cats	11	5	
	Other	0	2	
	TOTAL	39	36	8.33%
Animals DOA				
	Dogs	6	2	
	Cats	23	9	
	Other	6	6	
	TOTAL	35	17	105.88%
All Euthanasia, Died, Escaped, Stolen (from pg 2)				
	Dogs	20	21	
	Cats	22	11	
	Other	8	4	
	Died, esc, stolen	5	4	
	Total	55	40	37.50%
		23-Aug	22-Aug	
EUTHANASIA, DIED, ESCAPED, STOLEN				
Animals Euthanized				
Unhealthy/Untreatable				
	Dogs	20	20	
	Cats	12	5	
	Other	6	4	
Treatable - Rehabilitatable				
	Dogs	6	1	
	Cats	1	5	
	Other	1	0	
Treatable - Manageable				
	Dogs	1	1	
	Cats	3	0	
	Other	0	0	
Healthy				
	Dogs	0	0	
	Cats	0	0	

	Other	0	0	
	SUB-TOTAL	50	36	
Owner Request (E5)				
	Dogs	11	20	
	Cats	3	5	
	Other	2	1	
	SUB-TOTAL	16	26	
	TOTAL EUTHANASIA	50	36	38.89%
	Died At Shelter	5	4	
	Escaped/Stolen	0	0	
FIELD AND OTHER SERVICES				
Animals Currently				
Court Involved	Dogs	0	0	
	Cats	0	0	
	Other	62	0	
Field Response				
	Olympia	76	46	
	Lacey	55	57	
	Tumwater	44	11	
	Thurston County	103	89	
	JBLM	4	1	
	Other	5	0	
	Yelm	8	5	
	TOTAL	295	209	41.15%
	PDD/DD Appeals	0	0	

Animal Services Shelter Statistics 2022

23-Sep 22-Sep

Intake

Total Animals Received (live and doa)

Dogs	83	93	
Cats	155	200	
Other	5	39	
Wild	9	17	
TOTAL	252	349	-27.79%

Custody-Misc Reasons

Dogs	1	3	
Cats	0	0	
Other	0	0	
TOTAL	1	3	-66.67%

Strays Received

Dogs	66	63	
Cats	130	reAnimals	
Other	1	6	
TOTAL	197	69	185.51%

Owner Surrendered

Dogs	16	27	
Cats	25	21	
Other	3	33	
TOTAL	44	81	-45.68%

Owner Status Refused

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

WILDLIFE HANDLED

Incoming

Live	3	10	
Doa	0	7	
TOTAL	3	17	-82.35%

Outgoing

Doa	0	37	
Euthanized (sick/inj)	3	10	
Died	0	0	
Bat-Rabies check	0	0	
Released/Transferred	0	1	
TOTAL	3	48	-93.75%

Outgoing Animals

Total Animals Out, incl all categories below

Dogs	92	90	
Cats	205	147	
Other	14	7	
Wild	3	48	
Died, esc, stolen	0	6	

TOTAL	314	298	5.37%
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Animals Adopted

Dogs	34	23	
Cats	135	76	
Other	1	11	
TOTAL	170	110	54.55%

Animals Transferred

Dogs	2	7	
Cats	22	11	
Other	1	2	
Total	25	20	25.00%

Animals Reclaimed

Dogs	27	33	
Cats	9	8	
Other	0	0	
TOTAL	36	41	-12.20%

Animals DOA

Dogs	6	0	
Cats	14	18	
Other	1	37	
TOTAL	21	55	-61.82%

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

Dogs	23	26	
Cats	21	21	
Other	5	12	
Died, esc, stolen	3	6	
Total	52	65	-20.00%

23-Sep 22-Sep

EUTHANASIA, DIED, ESCAPED, STOLEN

Animals Euthanized

Unhealthy/Untreatable

Dogs	15	23
Cats	12	10
Other	5	12

Treatable - Rehabilitatable

Dogs	2	2
Cats	7	10
Other	0	0

Treatable - Manageable

Dogs	6	1
Cats	2	1
Other	0	0

Healthy

Dogs	0	0
Cats	0	0

Other	0	0	
SUB-TOTAL	49	59	-16.95%
Owner Request (E5)			
Dogs	7	19	
Cats	5	11	
Other	2	1	
SUB-TOTAL	14	31	
TOTAL EUTHANASIA	49	59	-16.95%
Died At Shelter	3	6	
Escaped/Stolen	0	0	
FIELD AND OTHER SERVICES			
Animals Currently			
Court Involved			
Dogs	0	0	
Cats	0	0	
Other	0	0	
Field Response			
Olympia	52	55	
Lacey	38	37	
Tumwater	15	21	
Thurston County	91	96	
JBLM	4	2	
Other	1	0	
Yelm	8	7	
TOTAL	209	218	-4.13%
PDD/DD Appeals	0	0	

Dogs	2	0	3	3	1	1	2	6	2	0	0	0	20	10	
Cats	0	0	1	4	6	5	0	1	7	0	0	0	24	26	
Other	0	0	0	0	0	0	0	1	0	0	0	0	1	1	
Treatable - Manageable															
Dogs	3	2	1	4	7	1	2	1	6	0	0	0	27	4	
Cats	0	1	0	0	4	3	2	3	2	0	0	0	15	6	
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Healthy															
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	0	
Other	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
SUB-TOTAL	31	26	38	35	37	63	40	50	49	0	0	0	369	344	7.3%
Owner Request (E5)															
Dogs	13	13	13	14	8	12	10	11	7	0	0	0	101	137	
Cats	11	5	10	6	5	9	5	3	5	0	0	0	59	72	
Other	1	1	0	0	1	0	1	2	2	0	0	0	8	8	
SUB-TOTAL	25	19	23	20	14	21	16	16	14	0	0	0	168	217	-22.6%
TOTAL EUTHANASIA	31	26	38	35	37	63	40	50	49	0	0	0	369	344	7.3%
Died At Shelter	2	1	0	7	2	0	2	5	3	0	0	0	22	12	
Escaped/Stolen	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
FIELD AND OTHER SERVICES															
Animals Currently Court Involved															
Dogs	0	0	0	0	0	0	0	0	0	0	0	0	0	5	
Cats	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Other	0	0	0	0	0	0	0	62	0	0	0	0	62	0	
Field Response															
Olympia	25	33	46	34	60	46	77	76	52	0	0	0	449	403	11.4%
Lacey	33	26	36	50	63	47	52	55	38	0	0	0	400	397	0.8%
Tumwater	15	7	14	16	20	23	24	44	15	0	0	0	178	123	44.7%
Thurston County	72	66	73	86	90	104	96	103	91	0	0	0	781	757	3.2%
JBLM	1	0	2	1	4	2	2	4	4	0	0	0	20	17	17.6%
Other	1	1	0	1	0	1	4	5	1	0	0	0	14	13	7.7%
Yelm	6	8	3	7	5	16	11	8	8	0	0	0	72	63	14.3%
SUB TOTAL	153	141	174	195	242	239	266	295	209	0	0	0	1,914	1,733	10.4%
PDD/DD Appeals	0	0	0	0	0	1	0	0	0	0	0	0	1	4	

ANIMAL SERVICES—ASSESSMENTS

2024 Proposed Budget

<u>DISTRIBUTION</u>	<u>DIVISION</u>	Total AS 2022 Budget	Thurston County	Olympia	Lacey	Tumwater
<i>Per Capita</i>	General Administration	\$ 866,304	\$ 433,981	\$ 171,507	\$ 179,132	\$ 81,684
<i>Per Capita</i>	Shelter Operations	\$ 2,084,526	\$ 1,044,258	\$ 412,684	\$ 431,034	\$ 196,551
<i>PYO</i>	Field Operations	\$ 708,280	\$ 354,818	\$ 140,222	\$ 146,457	\$ 66,784
<i>Per Capita</i>	License Operations	\$ 1,800	\$ 902	\$ 356	\$ 372	\$ 170
<i>Restricted Donations</i>	Restricted Grants/Donations	\$ 112,500	\$ 56,358	\$ 22,272	\$ 23,262	\$ 10,608
	Total M&O	\$ 3,773,410	\$ 1,890,316	\$ 747,041	\$ 780,257	\$ 355,796
<i>PYO</i>	<i>less capital replacement & depreciation. (Field Only)</i>	\$ (118,581)	\$ (59,404)	\$ (23,476)	\$ (24,520)	\$ (11,181)
<i>Restricted Donations</i>	<i>less restricted grants/donations</i>	\$ (112,500)	\$ (56,358)	\$ (22,272)	\$ (23,262)	\$ (10,608)
<i>Direct Offsets</i>	<i>less direct revenues</i>	\$ (153,760)	\$ (62,000)	\$ (40,900)	\$ (34,700)	\$ (16,160)
<i>Per Capita</i>	<i>less shared revenues</i>	\$ (1,276,651)	\$ (639,547)	\$ (252,745)	\$ (263,983)	\$ (120,376)
<i>Per Capita</i>	2023 FIELD REBATE	\$ (260,000.00)	\$ (130,249)	\$ (51,474)	\$ (53,762)	\$ (24,516)
	2024 Assessment Estimate*	\$ 1,851,918	\$ 942,758	\$ 356,174	\$ 380,030	\$ 172,956
	comparison w/ 2023 Budget	\$ 1,784,368	\$ 914,688	\$ 343,165	\$ 363,240	\$ 163,275
	percentage change	4%	3%	4%	5%	6%
	Dollar Increase	\$ 67,550	\$ 28,070	\$ 13,009	\$ 16,790	\$ 9,681
	2024 Assessment Total w/o Rebate	\$ 2,099,950.00	\$ 1,067,012.00	\$ 405,278.00	\$ 431,317.00	\$ 196,343.00
	comparison w/ 2023 Budget	\$ 1,784,368	\$ 914,688	\$ 343,165	\$ 363,240	\$ 163,275
	percentage change	17.69%	16.65%	18.10%	18.74%	20.25%
	Dollar Increase	\$ 315,582	\$ 152,324	\$ 62,113	\$ 68,077	\$ 33,068



Joint Animal Services Commission Director's report

October 25th, 2023

Operations

Space Needs Assessment (SNA)

Unfortunately, we did not get any proposals in the first round. However, after receiving feedback about our process, we made adjustments and reposted. We had two proposals submitted, and we are happy to announce that we have selected Animal Arts for be our consultant for the SNA.

Animal Arts has designed over 1,400 animal care projects in their 43-year history and they understand the missions and goals of municipal animal shelters to protect community welfare, provide meaningful services to community members, and care for animals in need. Their own mission to support the advancement of animal welfare and wellness through their design work drives them to collaborate with industry leaders and continually innovate to create better and better spaces for both animals and the people who care for them. We look forward to working with them.

Staffing Updates

Shelter Veterinarian – We have conducted interviews with two shelter veterinarians have made a tentative offer contingent on passing the required background and reference check. I am hoping to announce their official hire at the November meeting.

Field Service Officers – After an extensive review with our HR and legal team, we were able to determine that we can move away from the polygraph and psych exams as part of our hiring process. Since our positions no longer have that limited commission (SB5051 in 2021) there is no regulatory requirement. The Animal Care and Control Academy hosted by the CJTC and the Washington Animal Control Association will be the state-required training, along with their National Animal Care and Control Certification will be the required training moving forward, both of which our team already does. This should greatly speed up the hiring process for Field Service officers moving forward.

Contract for Services

JAS and the Nisqually Tribe have been in contract negotiations to provide limited services. Services include support for law enforcement and sheltering. Once the draft contract is complete, we will present it to JASCOM for approval.



Joint Animal Services Commission Director's report

Bequest

JAS was one of 8 charities named as a beneficiary from the estate of Lillian Stookey. Through her generosity, JAS received \$394,820 in unrestricted funding. This is one of the largest bequests and private donations JAS has received to date.

Adoption Kennels

A contract has been awarded for the replacement of the adoption kennels. Unfortunately, the total replacement costs, including demolition and installation are \$290,000. We had originally estimated around \$200,000. Construction and replacement will not begin until after the kennels have been delivered from the manufacturing company. The 2024 budget includes additional funding for this project.



Joint Animal Services Commission Director's report

Happy Tails

Princess Betty Spaghetti Boop, a 6-year-old American Bulldog mix came to the shelter as a stray in March of this year. Betty absolutely loved all humans in any form and all of the toys that she would get from volunteers at the shelter. The problem was, she did not like being at the shelter, and turns out she didn't like other dogs very much either. After being adopted and returned in June, the staff was concerned that the stress of the shelter was starting to impact her behavior and mental health. But then in August a wonderful family adopted her after seeing her colorful profile post on Facebook.

"She is doing so great. She has molded with our household so well. She sleeps every night in our son's bed. She loves toys but also loves to destroy them so we are working on that. Besides that, we couldn't be happier."

She sure looks happy too in the photos that her family sent us!

