



ANIMAL CONTROL SHELTER ADVISORY BOARD

P.O. Box 319, Mason, Michigan 48854 Telephone (517) 676-7200 Fax (517) 676-7264

THE INGHAM COUNTY ANIMAL CONTROL SHELTER ADVISORY BOARD WILL MEET ON MONDAY, SEPTEMBER 28, 2015 AT 6:30 PM IN CONFERENCE ROOM C OF THE HUMAN SERVICES BUILDING, 5303 S. CEDAR, LANSING.

Agenda

Call to Order
Approval of Minutes
Additions to the Agenda
Limited Public Comment

1. Brief Advisory Board Training
2. Update on Open Director position
3. Interim Director's Report

Announcements
Public Comment
Adjournment

**IF YOU WILL NOT BE AT THE MEETING, PLEASE CONTACT THE
BOARD OF COMMISSIONERS' OFFICE AT (517) 676-7200**

Ingham County Animal Control Shelter Advisory Committee
Minutes
July 27, 2015

Board Members Present: Katelyn Turner, Dr. Maria Iliopoulou, Tom Hess, Commissioner Todd Tennis, and Sean Haskin.

Board Members Absent: Angela Bouler.

Others Present: Commissioner Kara Hope, Commissioner Bryan Crenshaw, Anne Burns, and Theresa Carter

Call to Order

The Ingham County Animal Control Shelter Advisory Board meeting of July 27, 2015 was called to order by Vice Chair Tom Hess at 6:30 p.m. in Conference Room C of the Human Services Building at 5303 S Cedar Street in Lansing, Michigan.

Approval of Minutes

Commissioner Tennis motioned to accept the minutes. Mr. Haskin seconded the motion. Minutes were approved.

Additions to the Agenda

1. Secretary Teresa Lippert has resigned from the advisory board.
2. Sean Haskin was elected secretary.

Limited Public Comment

None

1. Deborah Shutt, Michigan Pet Fund Alliance

Provided a PowerPoint presentation on different ideas for shelters to operate. Will provide the board with a copy of the presentation.

2. Results of NAACO Review

Anne Burns stated that the review was still in draft form. After the draft form is completed it will go to the Law and Courts Committee. Ms. Burns believes it will still take about 2-3 months for this review to reach this board.

3. MDARD Inspection/Special Report/Warning Letter Update

Ms. Burns stated that there are new foster procedures in place for the animals. Ms. Burns will be providing a copy of this policy to this board.

4. Update on ICAC Policies & Procedures Preparation

There are no new polices or procedures as the previous Director has resigned. Ms. Burns stated that they are waiting on the Interim Director to make any changes and/or additions.

5. Director's Report

Ms. Burns highlighted that 59 adoptions took place from the Adopt-A-Fest 2015. She states that there were 433 volunteer hours on June 12th and 13th. The outreach center is having great success in selling spay and

neuter vouchers for low cost sterilizations. The vouchers are now easily available for county residents in the Lansing Area. Director Andy Seltz has accepted a new position at Livingston County. An Interim Director will be announced at the Board of Commissioners meeting on July 28, 2015.

6. Update on Coco, pregnant Dog

Ms. Burns states that Coco is currently doing well and is in foster care in another jurisdiction.

7. Lost & Found page

Pets should be entered into the online system within 1 day and pictures will come at a later time. The public can provide pictures to the shelter to help determine if the pet is there and/or post if lost.

8. Lost Pets Policy when Shelter is closed

Ms. Burns stated that there currently is no formal policy regarding members of the public dropping off animals in the restricted area when the shelter is closed. Lansing Police and other outside agencies have access to the restricted area to drop off animals. The access to the restricted area is granted by the Ingham County Sherriff's office and is ultimately up to the Sheriff's office as to who is allowed in the area.

9. General Inquiries & F.O.I.A.

It was determined that F.O.I.A requests by advisory board members should be accepted by staff at the shelter unless the request is overly cumbersome. The public is also able to make F.O.I.A requests.

10. Filling the Open Director position

The Board of Commissioners has formed a search committee for the new Director position. The Director position at the shelter has been posted on the Ingham County website. Jodi LeBombard has been nominated for the position of Interim Director.

Announcements

None

Public Comment

Multiple members of the public were present to voice concerns about shelter hours and what polices and/or procedures were for animals when the shelter was closed. The public was also concerned about the lost and found page on the shelter's website not being updated enough.

Adjournment

The July 27, 2015 meeting was adjourned at approximately 8:12 p.m.

Respectfully submitted,
Sean Haskin