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 Sheriff’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 policies 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