



## ***ANIMAL CONTROL SHELTER ADVISORY BOARD***

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THE INGHAM COUNTY ANIMAL CONTROL SHELTER ADVISORY BOARD WILL MEET ON MONDAY, JANUARY 26, 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. Introduction of Members
2. Election of Officers
3. Meeting Schedule
4. Minutes
5. 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 Advisory Board**

Meeting Minutes  
November 24, 2014

Board Members Present: Liz Kranz, Lorna Elliott-Egan, Angela Bouler, Susan Steinke

Staff Present: Andy Seltz, Anne Burns, Theresa Carter, Ashley Hayes

Public Present: Tom Hess

Meeting began at 6:30 p.m.

Approval of the minutes: Ms. Elliott-Egan made an adjective correction to the September minutes. Ms. Elliott-Egan motioned to accept the minutes with that correction. Ms. Bouler seconded the motion. Minutes were approved.

Agenda: Ms. Steinke asked to table the letter from Maria VandenBoom to January when Ms. VandenBoom could attend the meeting to answer questions. The letter was tabled. The introduction of the new Director was added to the agenda as .5.

Public Comment: None

Ms. Kranz gave a warm welcome to Director Seltz. The Advisory Board Members introduced themselves and provided their backgrounds.

Director's Report: Mr. Seltz handed out his written report. He went over the intake statistics. Euthanasia has dropped considerably for dogs. Illness is quite a bit higher but he doesn't know why. Ms. Elliott-Egan was curious about the increase in dog euthanasias for temperament. It looks like illness flip-flopped with temperament. Ms. Burns said they use the Sternberg Temperament Test for dogs. Ms. Steinke asked if they have considered not using the Sternberg test? Mr. Seltz said they are open to other options. Ms. Steinke offered to send information. She also asked if they do temperament tests when an animal was injured because her understanding was that it is not best practice.

Mr. Seltz said he wants to start on policies before NACA begins its review. If NACA says they need to change the policies, at least they have a framework.

Mr. Seltz said they are working on Electronic Dispatch. Ms. Carter said it has gone through I.T., and she is working with Ken from Multi-Ops. Ms. Steinke said she still did not like Multi-Ops. Mr. Seltz asked why. Ms. Steinke said she thinks it is unwieldy for adoptions and lost and found. Ms. Steinke asked what Electronic Dispatch was. Staff (apologies because the secretary didn't note which one) replied that is a system which has calls entered into the system, starts a time card, gets rid of paperwork, and will be online. There is a mapping system which allows Dispatch to know who is where. As an example, if there is a priority call, Dispatch will be able to reroute the closest ACO.

Mr. Seltz reported that the price of using the Annex went up 30% because of issues related to zoning and others. They are hosting a MACO meeting at ICAC in December. There were issues with the donation

page; they have been corrected. The Shelter had a small case of ringworm. They found the common denominator and used isolation and treatment to get it under control. They are looking at best practices for this problem.

Mr. Seltz went to the Chiefs of Police meeting; he and Ashley just went to MSU's Veterinary Teaching Hospital to do a presentation. He had coffee with CAHS and transferred a dog to them on Saturday. He is reaching out to work with resources already out there.

The Free Pets for Vets had 6 adoptions, and they extended it because of the success. The Holiday Open House had 18 adoptions plus phone calls today asking about animals and when the Shelter is open.

Ms. Elliott-Egan asked if they were looking at a manual of policies and procedures? Mr. Seltz responded yes. He doesn't know what it would look like yet.

NACA: Mr. Seltz reported that NACA has been retained to come into ICAC to dissect and bisect. The Board of Commissioners is finalizing the contract. It will probably be January before they come in. Ms. Elliott-Egan asked if NACA would comment on the need for a new Shelter. She said it doesn't hurt the Commissioners to hear about the need for a new Shelter from other sources. Ms. Elliott-Egan asked if he could share the report with us? Mr. Seltz said yes. Ms. Kranz commented it is hard to do a thorough cleaning with this physical plant.

No Kill/Asilomar Accords: Ms. Burns said the Law and Courts Committee had a discussion about which direction we want to see ICAC going. They want the Advisory Board to have the discussion about how to define it. Ms. Elliott-Egan asked if staff can bring us examples of other shelter's definitions? Mr. Seltz said yes. Ms. Elliott-Egan commented that the idea of a true no kill shelter is impossible for a county shelter. Mr. Seltz said the biggest differences are what is healthy or unhealthy or temperament. Mr. Seltz found other definitions from the No Kill Advocacy Center. He will share them and the Asilomar Accords. He said it would be good to have a baseline.

Accepting Donations to Supplement Special Events (Resolution): Ms. Burns presented a resolution to Law and Courts. They asked her to bring it to the Advisory Board first. She explained that, whenever ICAC tries to do something like subsidized adoptions, they have to go through Law and Courts. Ms. Burns had presented a blanket resolution to Law and Courts but forgot to bring it to the Advisory Board. She wanted to know if the Advisory Board could vote on the resolution before the next meeting. Ms. Elliott-Egan said if we could see it before we vote on it, that would be good. We can't vote on it by email. Ms. Burns worried that it would be too late for other initiatives. Ms. Steinke said it seemed that most had passed. Ms. Burns said she will send it to the Advisory Board for action in January.

#### Old Business

Foster Care program/emergency vet authorization: Ms Burns said we have kind of talked about this. We are looking at getting an after-hours contact. That is in the works. Ms. Kranz asked will that person be a staff person or a volunteer? Ms. Burns said that it will be a staff person, and they will be compensated for it. There will be one phone number and one email for those staff. Ms. Hayes wanted to get clarification. She thought that email wouldn't be used for emergencies? Mr. Seltz said yes, emergencies will be by phone. The email would be for non-emergencies. He said just understand these staff are not veterinarians, and he will support their decision.

Letter from Tom Hess: Ms. Kranz said that the written response to Mr. Hess is still outstanding. If she is not the chairperson next year, she will help the new chairperson write the response. She said there were two outstanding things with which she will need help from the County – policies and procedures and the performance reviews. Mr. Seltz asked for clarification. Ms. Steinke asked if Mr. Seltz had a copy of the Hess letter. He did not. Ms. Steinke will email it to him. Ms. Steinke asked Ms. Kranz to send a copy of the letter from the Controller to the Advisory Board.

#### Announcements

Ms. Burns asked how much the Halloween Bash brought in? (apologies because the secretary didn't write down who responded) The net was roughly \$11,000 to \$11,300.

Ms. Kranz said there will be a skating party hosted by Ms. Tsernoglou on January 17, 2015.

Mr. Seltz said he was looking at new places for the new Shelter tomorrow.

Public Comment: None

Ms. Elliott-Egan motioned to adjourn. Ms. Steinke seconded the motion. The meeting adjourned at 7:38 p.m.