



**Kalamazoo County Animal Services & Enforcement
Advisory Board Meeting Minutes
Kalamazoo County Expo Center, Room C
Tuesday, November 14th, 2017 at 7:00 pm**

ITEM 1 – Call to Order

Meeting was called to order by Chair at 7:02 pm.

ITEM 2 – Roll Call

Members:

Present – Sue Brodasky (Chair), Danielle Gray (Vice Chair), Commissioner Roger Tuinier, Dr. Christopher Rohwer, Samantha Cree
Late Arrival – Debra Wall (7:06 pm)

Absent – Jonathan Morgan, Scott Thrasher, Commissioner Tracy Hall (alt.), Dr. Rhonda Prince

KCASE Staff:

Steve Lawrence, Jenny McGinnis

Guests:

Dave Rachowicz, Lisa Henthorn (County Administration)

ITEM 3 – Approval of Minutes

Motion made by D. Gray to approve minutes from meeting on October 10th, 2017; seconded by A. Winters. Carried; all ayes.

ITEM 4 – For Consideration*:

*Items A and B were addressed out of order. Item B was addressed prior to Item A.

A. Animal Services Shelter Project

a) Building Design Update – ~~Greg Mason, CHMP~~

Terry Tevis, CHMP/Tevis

Greg had a scheduling conflict, so Terry addressed the board on his behalf via conference call. Once introductions were made, Terry began providing detailed explanation of the three site plan options (A, B and C) and the two floor plan options (A and B). D. Rachowicz noted that all plans thus far are lacking architectural details; these will be completed as the project moves along.

The program has evolved since the original floor plans were provided, so D. Rachowicz showed the board the most recent floor plan concept via email/projector during the call. Per Terry, the new floor plan is a hybrid of the two previous options. In the new plan, dog kennel space was reduced (although this may be adjusted in future revisions), lobby/vestibule space was increased, a stray small animal room was added and the multi-purpose room was moved away from the main office area.

After the explanation of the spaces was finished, C. Rohwer asked Terry about the challenges of designing a shelter from a disease perspective. A. Winters offered

insight about the arrangement of the kennel wards. Once questions for Terry concluded, D. Rachowicz ended the call.

b) Discussion/Feedback

C. Rohwer liked that the isolation/quarantine areas are separated by a hallway; however, after insight from S. Lawrence, he agrees that they need to be extended and equipped with a guillotine door. S. Cree and S. Brodasky both expressed approval for the separate entrance/location of the multi-purpose room and see value in it being away from the lobby area. Concerns about air handling and air locks on the front entrance were addressed. After being prompted by D. Gray, S. Lawrence spent some time sharing his concerns with the current proposed layout.

c) Project Schedule – D. Rachowicz

At the next meeting, board members can expect to receive a full packet and to see a more refined floorplan, elevations and outside views. On December 5th, prior to our next board meeting, a presentation will be given to the Board of Commissioners during the Committee of the Whole meeting. On December 19th, following our next board meeting, the project will go to the Board of Commissioners at their board meeting for a vote. L. Henthorn and R. Tuinier feel that it would be appropriate for KCASE advisory board members to speak in favor of the project during Citizen's Time at this meeting.

B. S.O.S. Update – S. Brodasky

S.O.S has concluded their 2017 schedule of events; there are no events scheduled in November and December due to holidays. The October event was cancelled unexpectedly, however, the group still managed to increase adoption numbers from 2016.

ITEM 5 – Citizen's Time

No comments made.

ITEM 6 – Commissioner's Time

R. Tuinier commends the board on their progress since his last meeting. He is impressed with the level of thought and effort that has gone into the project.

ITEM 7 – Other

There were no further items presented.

ITEM 8 – Adjournment

Meeting was adjourned by Chair at 8:29 pm.

APPENDIX A - Save Our Strays, 2017 Adoption Statistics

Minutes submitted by Kalamazoo County Animal Services & Enforcement Senior Administrative Assistant, Jennifer McGinnis



Save Our Strays
Kalamazoo, County

2017 Adoption Statistics

2017 Total = 32

Dogs = 26

Cats = 5

Rabbit = 1

Events:

January – Oakridge Feed = 3

February – N/A

March – Women's Lifestyle Expo = 6

March – 4H Cat Show = 2

April – Lowe's Home Store = 4

May – Reptile Show = 5

June – Kalamazoo Pride = 3

July – Car Shows = 4

August – Oshtemo Fun Day = 1

September – Vicksburg Harvest Festival = 4

October – Reptile Show = cancelled

November – N/A

December – N/A

2016 = 26

2015 = 30