



**Kalamazoo County Animal Services & Enforcement
Advisory Board Meeting Minutes
Kalamazoo County Animal Services & Enforcement, Conference Room
Tuesday, August 8th, 2017 at 7:00 pm**

ITEM 1 – Call to Order

Meeting was called to order by Chair at 7:01 pm.

ITEM 2 – Roll Call

Members:

Present – Sue Brodasky (Chair), Danielle Gray (Vice Chair), Dr. Christopher Rohwer, Jonathan Morgan, Samantha Cree, Dr. Rhonda Prince
Late Arrival – Commissioner Roger Tuinier (7:05 pm)

Absent – Scott Thrasher, Aaron Winters, Debra Wall, Commissioner Tracy Hall (alt.)

KCASE Staff:

Stephen Lawrence, Jenny McGinnis, Michelle Fruehauf

Guests:

Dave Rachowicz, Dr. Diana Newman (Michigan Pet Fund Alliance), Katie Timber (SPCA), Denise Corey (SPCA), Sara Singleton (SPCA), Susan Chapman (SOS)

ITEM 3 – Approval of Minutes

Motion made by D. Gray to approve minutes from meeting on July 11th, 2017. Motion seconded by C. Rohwer and carried unanimously.

ITEM 4 – Citizen’s Time

No one addressed the board.

ITEM 6 – Commissioner’s Time

Commissioner Tuinier was not present when item was addressed.

ITEM 5 – For Consideration:

A. Chair’s Report – S. Brodasky

Chair introduced the board’s newest member, Dr. Rhonda Prince, and offered a welcome from the group.

B. Update Shelter RFP and Schedule – D. Rachowicz

RFP for engineering and design of the new shelter went out at the end of July. A pre-proposal meeting has already been held and submissions are due by August 17th. The Time Frame for A/E Selection (handout) was reviewed. Once the top 2-3 finalists are selected, D. Rachowicz would like Board to review candidates and give final recommendation. In order to accomplish this prior to the next County board meeting, a meeting on Thursday, August 24th was proposed by Chair.

Decision by board: Special meeting will be held on Thursday, August 24th at 7 pm at the Kalamazoo County Expo Center, Room C. The regularly scheduled meeting on Tuesday, September 12th at 7 pm is canceled.

On August 21st, 2017, D. Rachowicz will send out the finalists' proposals via email for review prior to the special meeting.

C. New Shelter Hours Discussion – S. Lawrence

While it was indicated that it's too soon to make any final decisions, S. Lawrence led the board through a review and discussion of the Comparative County Shelter Hours and Shelter Hours Proposals handouts.

The board expressed frustration regarding the lack of consistency in adoption metrics and found the data difficult to compare. It was discussed that it ultimately needs to be determined if we're viewing hours from an adoption standpoint or a service standpoint. The suggestion of a public questionnaire/survey was presented, which was met with strong support. The discussion will be continued at a future date.

D. Other County Cat Adoption Strategies – S. Lawrence

At the board's request, S. Lawrence researched the cat adoption strategies of successful cat adoption programs. Though a number of strategies were mentioned, he felt that the following were most influential to the higher adoption numbers: lack of adopter background checks, participation in cat cafés, very low adoption prices, lack of rescue competition, restricting ferals/ limiting intakes and a high staff/volunteer presence in the kennels.

ITEM 7 – Other
None

ITEM 8 – Adjournment

Motion made for dismissal at 8:05 pm by C. Rohwer. Motion seconded by S. Cree and carried unanimously.

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