



**Wednesday, May 23, 2018 at 8:30AM**

**MEETING MINUTES**

**Call to Order** – The meeting was called to order by Committee Chair Elizabeth Flowers at 8:37a.m.

**Roll Call**

<b>Attendee</b>	<b>Status</b>	<b>Arrived</b>	<b>Left Meeting</b>
Lynn Cullick	Here		
Elizabeth Flowers	Present		
Matt Kellogg	<b>Absent</b>		
Matthew Prochaska	Here		
John Purcell	Yes		

**With four members present, a quorum was established to conduct committee business.**

Others present: Scott Koeppel, Laura Pawson, Dr. Gary Schlapp

**Approval of Agenda** – Motion made by Member Cullick to approve the agenda, second by Member Prochaska. **With four members in agreement, the motion carried by a vote of 4-0.**

**Approval of Minutes** – Motion made by Member Cullick to approve the minutes from April 25, 2018, second by Member Prochaska. **With four members in agreement, the minutes were approved by a 4-0 vote.**

**Monthly Report** – Laura Pawson reviewed the census report with the committee. Written report provided.

**Available Dogs for Adoption:** 2

**Available Cats for Adoption:** 7

**Bite Report** – Total: 21 (1 cat, 20 dogs)

**Visitors viewing animals for April 2018** - 39

**Events/News**

- Saturday, June 9, 2018      Pet Supplies Plus Adoption Event
- Tuesday, June 12, 2018      Volunteer Orientation
- Weekly “Pet of the Week” ad in Shaw Media Newspaper

**Operations Report** – Written report provided.

**Accounting Report** - Written report provided. Discussion on purchasing microchip scanner(s) for the Kendall County Sheriff's Office for scanning lost pets. Ms. Pawson was instructed to contact the Sheriff's Office to discuss the number of scanners that would be sufficient for their use. **Item to be included on the June 27, 2018 meeting agenda.**

### **Old Business**

- *Review Kendall County Animal Control sign-in and release form for visitors* – Ms. Pawson reviewed the proposed waiver of adult and minor liability forms with the committee. The forms were reviewed by the State's Attorney's Office and the suggested legal verbiage was included. **There was consensus by the committee to approve the revised liability forms for use in Animal Control.**
- Dr. Schlapp asked for an update on the purchase of radios connected to KenCom for Animal Control personnel to carry for immediate use in a crisis or high-risk situation. Mr. Koepfel updated the committee on his discussions with KenCom and their requirements for adding Animal Control personnel to KenCom, and that there was a decision for no further action to be taken on this issue.

### **New Business**

- Dr. Schlapp expressed his concerns on inconsistent information being provided by the Health Department and Animal Control on the responsibility for shipping dead bats to the IDP for free rabies testing. Mr. Koepfel reported that he contacted the Health Department regarding their policy on bat testing. Dr. Tokars stated that they would prefer that anyone that has found a bat or if a human or a domestic animal is bitten, that they contact the Health Department and ask to speak with a nurse. The Health Department is responsible for the shipping costs of bats that have potentially had contact or bitten human beings.

**There was consensus by the committee that Animal Control would absorb the cost of shipping any qualified dead bats for testing of rabies when it involves a domestic or companion cat or dog.**

- Member Prochaska reported that SB2313, regarding the State Population Control funds collected, and any future fees collected, has passed both houses and was sent to the Governor for approval. Mr. Prochaska will update the committee when it has been approved.

**Executive Session** – Not needed

**Action Items for the County Board** - None

**Public Comment** – None

**Adjournment** – Member Cullick made a motion to adjourn the meeting, second to the motion by Member Purcell. **With three members present in agreement, the meeting was adjourned at 9:25a.m.**

Respectfully Submitted,

Valarie McClain,  
Administrative Assistant & Recording Clerk