



**MEETING MINUTES
WEDNESDAY, JUNE 22, 2022**

Call to Order – The meeting was called to order by Committee Chair Amy Cesich at 8:30a.m.

Roll Call

Attendee	Status	Arrived	Left Meeting
Amy Cesich	Present		
Brian DeBolt	Absent		
Elizabeth Flowers	Absent		
Scott Gengler	Here		
Ruben Rodriguez	Here		

With 3 members present, a quorum was established to conduct committee business.

Others present: Kelly Prestegaard, Animal Control Director, Scott Koeppel, County Administrator

Approval of Agenda – Motion made by Member Rodriguez second by Member Gengler to approve the agenda. **With three members in agreement, the motion carried by a vote of 3-0.**

Approval of Minutes – Motion made by Member Gengler to approve the minutes from May 25, 2022, second by Member Rodriguez. **With three members in agreement, the motion carried by a vote of 3-0.**

Monthly Reports

- **Census Log** – Director Prestegaard reviewed the census logs with the committee, and noted that they continue to have an increase in owner-surrenders, stray intakes for dogs, and stray intakes for cats.

There are currently 5 available cats, and 5 available kittens, 3 available dogs and 8 available puppies in the facility. Two dogs went for adoption, and 6 dogs were returned to their owners. One dog was euthanized due to behavior issues, and 1 dog was euthanized for health issues. **Written Report Provided**

- **Bite Report** – There were 24 total bites for the month of May, 3 cats and 21 dogs. Three dogs were euthanized by their owners after biting incidents. Eleven of the animals were not up to date on vaccinations. **Written Report provided.**
- **Operations Report** – Director Prestegaard updated the committee on the rabies tag count, and said they are still down in tag sales due to former employee interactions with

Vet offices. AC Staff continues to enter previously sold tag information into the Chameleon system to establish history on County animals.

- **Accounting Report** – Director Prestegaard reported on the current number of tags sold, and ongoing efforts to connect with past clinics that purchased tags, and all registered animal owners in the county.

Mr. Koepfel reviewed the monthly report with the committee. **Written report provided.**

Committee Business

- ❖ *Discussion of Animal Control Part-Time Salary and Hiring* - Director Prestegaard updated the committee on the current staffing number, staffing issues, and the inability to attract new part-time employees. Prestegaard feels that the low salary, and inability to compete with local business salaries contributes to the non-interest in the kennel tech position.

They are currently down one part-time position, and will lose the experienced seasonal worker in early August when she returns to college. Discussion on increasing the salary for part-time positions, and hiring an additional full-time position to ensure adequate office coverage and care of the animals. Mr. Koepfel stated that they feel it would be best to hold off on hiring two part-time position and possibly hiring a full-time position in the fall.

- ❖ *Discussion and Approval of a Rabies Vaccine Clinic with Just Animals* – Ms. Prestegaard provided details about the company “Just Animals” that is available to offer vaccination clinics at the Animal Control facility. Appointments would be by reservation only, and everything would be handled by “Just Animals” staff. Prestegaard said that she would like to have a two-year contract with up to 24 clinics in that timeframe. Mr. Koepfel stated that Dr. Schlapp did not oppose Animal Control hosting the vaccination clinics.

Member Rodriguez made a motion, second by Member Gengler to approve staff asking the State’s Attorney’s Office to draft a contract with “Just Animals”. Mr. Koepfel stated that depending on completion of the draft, staff could bring the item to a future Committee of the Whole or County Board meeting. **With three members present voting aye, the motion carried by a vote of 3-0.**

- ❖ *Discussion and Approval of a Free Microchip Clinic* – Director Prestegaard reported that the Animal Control Act encourages facilities to hold a microchip clinic at least once per year. Prestegaard said that she would like to begin offering free microchip clinics on a routine basis, by appointment only in the Animal Control facility, and AC staff would insert the chip for each animal. Prestegaard worked with State’s Attorney Office personnel on a Microchip Consent and Release form for each pet owner to complete prior to their appointment.

Member Gengler made a motion to forward the Approval of a Free Microchip Clinic and the Consent and Release Form to the County Board for approval, second by Member Rodriguez. **With three members present voting aye, the motion carried by a 3-0 vote.**

- ❖ *Discussion of Adding Community Service Hours* – The Director told the committee that she was in favor of restarting the Community Service Hours program in the Animal control facility. Prestegaard thought this might assist current staff with daily operations, and possibly allow for landscaping or other special projects as appropriate. Discussion on the next steps of meeting with Court Services Director Alice Elliott and complying with her requirements. Court Services would determine the appropriate candidates for this type of community service, and monitor the work and outcome. Mr. Koepfel reported that in a recent Law, Justice and Legislation meeting, Elliott had stated that Court Services was in desperate need of local businesses or organization to implement the Service Hour program for those in need of hours. If Court Services determines this would be a good collaboration, things could progress this summer. Prestegaard will update the committee on the progress.

Public Comment – None

Executive Session – Not Needed

Action Items for the County Board – None

Adjournment – Member Gengler made a motion to adjourn the meeting, second by Member Rodriguez. **With three members present in agreement, the meeting was adjourned at 9:29a.m.**

Respectfully Submitted,

Valarie McClain
Administrative Assistant and
Recording Secretary