



**Animal Shelter Advisory Committee  
Minutes for May 18, 2017**

**MEMBERS PRESENT**

Jim Cummings  
Debra Danhof  
Barbara DeGrande  
Maston Sillin  
Virginia Stinchfield  
Karen Tesmer  
Dr. Geneve Dundas  
Michelle Steppe  
Danielle Tate

**MEMBERS ABSENT**

Priscilla Martinez  
Jesse Fox  
Roxcie McCuller  
Lisa Turner

**STAFF**

Tammy Roberts, Operations Supervisor  
Michelle McClelland, Executive Assistant

**I. CALL TO ORDER**

The meeting was called to order by Virginia Stinchfield, in the Conference Room at Prairie Paws Adoption Center at 7:02 pm with a quorum present.

**II. NEW BUSINESS**

**A. Review February 16, 2017 Minutes**

Maston Sillin moved to approve the minutes, Debra Danhof seconded. **Motion passed.**

**B. Shelter Expansion**

Jim Cummings updated the committee about the expansion. Drilling for pier construction has been on hold due to encountering groundwater at an elevation higher than anticipated. It is anticipated that pier drilling will resume in approximately 3 weeks. The fire lane on the west side of the building is in progress. Once the fire lane is completed, the shelter will be able to use that side area as outside kennel/play yard for the dogs. Animal Services has begun the budget process for FY19 taking in consideration the expansion/renovation should be completed by May, 2018 and will require extra supplies, staffing, extension of surgery days, etc. Phase II plans for expansion/renovation are being worked on with Quorum Architects.

**C. Animal Shelter Manager Quarterly Report**

Danielle Tate provided the monthly numbers for February, March and April, 2017. Intake continued to increase. RTO is doing very well, with dog return to owners over 100 each month. The cat live release rate continues to increase due to TNR, adoptions and rescues.

**D. Upcoming Events**

Tammy Roberts discussed Waggin Wagon events for the upcoming months. Outside offsite events will decrease during the summer months but the focus will be to go to inside events. Weekend dates through June are booked.

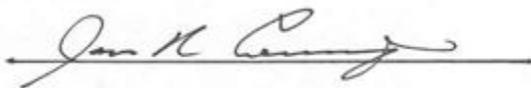
**E. Public Comments**

Mastin Sillin started a discussion regarding the Nextdoor App and his neighborhood, Westchester. He mentioned that there are not a lot of positive comments about Animal Services when people post about lost/found animals. Maston asked if Animal Services could reach out to the neighborhood via Nextdoor. Jim Cummings explained that city employees cannot respond on Nextdoor that only a PIO or city council member can respond.

**III. ADJOURNMENT**

With there being no further business to discuss, Debra Danhof made a motion to adjourn, Geneve Dundas seconded, all members in favor, meeting was adjourned at 8:05 p.m.

The next regularly-scheduled meeting will be held Thursday, August 17, 2017 at 7:00 pm in the conference room at Prairie Paws Adoption Center.



James R. Cummings,  
Environmental Services Director