

Minutes

Saginaw County Animal Advisory Committee
In person at Courthouse
Wednesday, January 18, 2023

Present: R. Howard, B. Kanicki, K. Scorsone, W. Cline, C. Cottrell, W. Ostash, J. Scharf, L. Lutenski, T. McIntyre, T. Slodowski

Absent: P. O'Brien, R. VanSlembrouck, R. Belleman

Meeting was called to order by C. Cottrell at 4:35 pm.
Minutes for November were reviewed and approved.

Financial Report

Financial report discussed but not presented. Currently under budget with expenses less than 30% of annual budget.

Directors Report

Attached to minutes. Highlights include;

- Current population: Dogs: 109 Cats: 51
- Open modified hours 9am – 11am and 1pm-5pm for appointments. Walk-up customers are welcome.
- Staffing: Kennel Techs 3, Kennel Aides 9, Admins 2 (1 on maternity leave until 2/28)
 - o ACO Vacancy; completed interviews and doing a background check on selection
 - o Researching Asst. Director, Full-time Vet and LVT
- Marketing: We showcase dogs on Wet Nose Wednesday, in Saginaw Twp. Living Magazine, on our SCACC Facebook Page and now TV 12 Fuzzy Friday.

New Building

Move-in spring (April/May), Staff tour Jan. 27th 3:00pm with other tour dates forthcoming. Consumer connections have been completed. Plywood Backer Board is being installed in the Data Room for IT and should be completed by 1/6/2023. Running Data cable for drops and WIFI. County IT is working on getting Spectrum in for internet service by the end of January. High Performance Flooring is being installed and is scheduled to complete on 1/19/2023. Interior Doors and windows are scheduled to complete on by 2/1/2023. Dog Enclosure system to be installed after high performance flooring is completed. A portion of the Roof Top Unit Equipment Is scheduled to begin installation on 1/24/23. Surgical Center Equipment is in and accounted for.

Fundraising

MSU Update – Housing is not a necessity for students to come. Discussion of donor walls, dog runs, benches in meet and greet area. Recommend pricing for room naming is 25% cost.

New Business

- Introduction of our new Saginaw County Board of Commissioner Tracy Slodowski.
- Review of the Dangerous Dog Law specifically MCL 287.286a “The animals caused serious injury or death to a person or a dog”
- Volunteer Program Review Meeting – meeting scheduled for Jan 22nd from 2 to 4.
- New Building Transition Team – meetings to be scheduled by B.Kanicki

Meeting Adjourned at 5:55 pm.

Next meeting will be Feb 15th, 2023.

Respectfully Submitted

Randy Howard, Secretary

Minutes

Saginaw County Animal Advisory Committee
In person at Courthouse
Wednesday, February 15, 2023

Present: R. Howard, B. Kanicki, K. Scorsone, W. Cline, C. Cottrell, W. Ostash, J. Scharf, L. Lutenski, T. McIntyre, R. Belleman, T. Slodowski

Absent: P. O'Brien, R. VanSlembrouck

Meeting was called to order by C. Cottrell at 4:41 pm.
Minutes for January were reviewed and approved.

Financial Report

Financial report discussed but not presented. Currently under budget with expenses less than 30% of annual budget.

Directors Report

Attached to minutes. Highlights include;

- Current population: Dogs: 93 Cats: 46
- Open modified hours 9am – 11am and 1pm-5pm for appointments. Walk-up customers are welcome.
- Staffing: Kennel Techs 3, Kennel Aides 9, Admins 2 (1 on maternity leave until 2/28)
 - o ACO Vacancy; in-progress to fill
 - o Researching Asst. Director, Full-time Vet and LVT
- Marketing: We showcase dogs on Wet Nose Wednesday, in Saginaw Twp. Living Magazine, on our SCACC Facebook Page and now TV 12 Fuzzy Friday.

New Building -May is expected timeline for opening of new shelter. Currently waiting on air handlers that are expected to arrive in early May. Still plan to have a moving the shelter event.

Fundraising – No updates

Review of the Dangerous Dog Law specifically MCL 287.286a - Based on research we don't believe the statute needs to be updated just that other avenues of the statute need to be used.

Volunteer Program Review Meeting - Meeting held on Jan 22nd and additional meetings needed to further consolidate the process. Future meetings to be held by Zoom but are not currently planned. C. Cottrell recommended that volunteers be used to write Thank You letters for donations.

New Building Transition Team – Bonnie working on new plan on how to operate in a larger new facility.

New Business

House Bill 5577 - has not been reintroduced. W. Ostash to research on how to get bill introduced.

Call volume and calls for service – Not able to provide on call after hours assistance due to high call volume and inadequate staffing. Working with 911 dispatch to develop a plan on how to handle after hours calls. Requested to cross train police officers to alleviate strain.

Discussion on Heartworm + Dogs – **Discussion on** costs of treatment and treatment takes an average of 4 months. Recommended from the board that positive dogs be available for adoption with the shelter still covering the costs of treatment. This will aid in decreasing the high population.

No Public comment.

Meeting Adjourned at 6:26 pm.

Next meeting will be Mar 15th, 2023.

Respectfully Submitted

Randy Howard, Secretary

Minutes

Saginaw County Animal Advisory Committee
In person at Courthouse
Wednesday, March 15, 2023

Present: R. Howard, B. Kanicki, K. Scorsone, W. Cline, C. Cottrell, W. Ostash, L. Lutenski, T. McIntyre, T. Slodowski, R. VanSlembrouck

Absent: P. O'Brien, R. Belleman, J. Scharf

Meeting was called to order by R. VanSlembrouck at 4:34 pm.
Minutes for February were reviewed and approved.

Financial Report

Financial report discussed but not presented. APS employees have no budget – need \$23,000 to cover budget, budget on par for other areas.

Directors Report

Attached to minutes. Highlights include;

- Current population: Dogs: 86 Cats: 44
- Reopened to customers 12pm to 4:30pm
- Staffing: Kennel Techs 3, Kennel Aides 9, Admins 2 (1 just returned from maternity leave)
 - o ACO Vacancy; in-progress to fill
 - o Hold-Researching Full-time Vet, LVT, Operations Director, Kennel Coordinator
- Marketing: We showcase dogs on Wet Nose Wednesday, in Saginaw Twp. Living Magazine, on our SCACC Facebook Page and now TV 12 Fuzzy Friday.

New Building -June or July is expected timeline for opening of new shelter. Currently waiting on air handlers that are expected to arrive in early May. Still plan to have a moving the shelter event.

Fundraising – Discussion on a preview party for opening. Potentially use previous Furr Ball donor list as a fundraising list for grand opening and future events.

Volunteer Program Review Meeting - Meeting held on Jan 22nd and additional meetings needed to further consolidate the process. Future meetings to be held by Zoom but are not currently planned. C. Cottrell recommended that volunteers be used to write Thank You letters for donations.

New Building Transition Team – Bonnie working on new plan on how to operate in a larger new facility.

New Business

Discussion on Amazing Grace – Discussion on events that took place at Amazing Grace. Shelter took in 25 of the sickest cats out of the 237 cats at the facility. Amazing Grace will continue operations and the shelter will continue to aid when possible.

No Public comment.

Meeting Adjourned at 6:08 pm.

Next meeting will be Apr 19th, 2023.

Respectfully Submitted
Randy Howard, Secretary

Rachel L. Van Slembrouck

From: Carol Cottrell <cottrell.carol@yahoo.com>
Sent: Tuesday, June 13, 2023 5:15 PM
To: Bonnie Kanicki; Rachel L. Van Slembrouck; Randy Howard; Tom McIntyre (tkmac3; Tracey Slodowski; Jonna Scharf; Llutenski; Bill Cline; Kelli Scorsone
Subject: Minutes from SCACC may17,2023 meeting

Follow Up Flag: Flag for follow up
Flag Status: Completed

Categories: SCACC

EXTERNAL - Caution:

In attendance: B, Kanicki, R. VenSlembrouck, T. McIntyre, T. Slodowski, K. Scorsone, J. Scharf, L. Lutenski, B. Cline, C.Cottrell

Meeting was called to order at 4:35 by R. VanSlembrouck.

There were no minutes presented for the previous meeting, nor was a treasurer's report presented.

Bonnie Kanicki reviewed the SCACC wish list. She also spoke about the Pay Pal link, which is handled by the Saginaw County Treasurer's Department. That department sends an acknowledgement of any donations through Pay Pal. Lurene Lutenski and Jonna Scharf offered to handle the thank you notes that acknowledge donations NOT made through Pay Pal.

Various fundraising activities, such as Bingo, and selling 50/50 tickets at Saginaw Spirit games were discussed. Kelli Scorsone suggested having a separate meeting to discuss fundraising opportunities. Rachel Van Slembrouck will schedule a meeting for those interested in further discussion on this topic.

From a historical perspective, a 501 (c) 3 was originally created to handle adoptions from SCACC. Considerable discussion continued regarding returning to that original vision.

Carol Cottrell made a motion to adjourn. Bill Cline supported the motion. The motion was approved unanimously.

Meeting adjourned at 5:40 PM.

Minutes

Saginaw County Animal Advisory Committee
In person at new building on Bay Road
Wednesday, August 30, 2023

Present: R. Howard, B. Kanicki, K. Scorsone, L. Lutenski, T. McIntyre, T. Slodowski, R. VanSlembrouck, J. Scharf

Absent: P. O'Brien, W. Cline, C. Cottrell, W. Ostash,

Meeting was called to order by R. VanSlembrouck at 5:57 pm.

Financial Report

No financial report presented.

Directors Report

Attached to minutes. Highlights include;

- Current population: Dogs: 89 Cats: 41
- Reopened to customers 12pm to 4:30pm
- Staffing: Kennel Techs 3, Kennel Aides 9, Admins 2 (1 just returned from maternity leave)
 - o ACO Vacancy; in-progress to fill
 - o Hold-Researching Full-time Vet, LVT, Operations Director, Kennel Coordinator
- Marketing: We showcase dogs on Wet Nose Wednesday, in Saginaw Twp. Living Magazine, on our SCACC Facebook Page and now TV 12 Fuzzy Friday.

New Building -Move in was successful and the new building has been open since the 8/28. Building is working as promised for quarantined animals provides additional safety for cleaning kennels. Board was given a tour prior to meeting being called to order.

Fundraising – No updates, discussion tabled for a later meeting.

Volunteer Program Review Meeting – No updates.

New Business

No new business.

No Public comment.

Meeting Adjourned at 6:35 pm.

Next meeting will be Sep 20th, 2023.

Respectfully Submitted

Randy Howard, Secretary

Meeting Notes
Animal Control Advisory Council
Wednesday September 20, 2023
Saginaw County Animal Care & Control Resource Center – Training Room
5615 Bay Road, Saginaw, MI 48604

Present: Rachel Van Slembrouck (Left at 5:00PM), Laureen Lutenski, Tom McIntyre (Left at 5:30PM), Tracey Slodowski, Carol Cottrell, Kelli Scorsone, Dr. William Cline
Absent: Patricia O'Brien, Joanna Scharf, William Ostash, Randall Howard
Others: Jaime Ceja

- I. **CALL TO ORDER:** Chairman Van Slembrouck called the meeting to order at 4:35PM.
- II. **PUBLIC COMMENT:** Jaime Ceja introduced herself and stated that she would take meeting minutes as the secretary was not in attendance. Jaime also handed out the council's bylaws with particular attention to section 2.1 General Purpose and Goals. Jaime also handed out a legacy document from Cause 4 Paws which highlighted some renovation facts about the old and new shelters.
- III. **APPROVAL OF MEETING MINUTES OF AUGUST 3, 2023:** No minutes were presented.
- IV. **ATTENDANCE, PURPOSE, AND GOALS:**
 1. Chairman Van Slembrouck stated she felt overwhelmed by the lack of participation by members. Member Carol stated that the Bylaws state that there is a clause SECTION 4.7 Neglect of Duties that speaks to removal of a member and the process which must be followed. Member Cline stated that he supports partnering with rescue partners, but they need to be willing to help the Director and Animal Control Officer's (ACO's). He stated that there is a budget, how do we augment that? Director Kanicki stated that in the past there has been a grant offering from the County to rescue partners. They had to submit detailed information on budget, plans and execution. Chairman Slembrouck stated that there are 2 CPAs on this council who would be more than willing to look at the budget and try to determine how needs can be met. Member Carol stated that when Belleman was in control there was a tight control on the budget, and he declined to share that with the council. How can the needs of the shelter be met if we aren't aware of the budget? We are looking to Commissioner Slodowski to be the go between with the Board of Commissioners (BOC). Bonnie stated that she appeared at the Courts and Public Safety meeting in July and gave service call log to BOC. Aides are working overtime. Member Cottrell stated that the building location is not ok for Birch Run and outlying communities. Police will not be driving to the shelter.
- V. **BOARD OF COMMISSIONERS REQUEST**
 1. Commissioner Slodowski stated that the BOC has asked for 3 proposals from the Council, to be presented by her at the October meetings. These proposals should become the focus of the Council and they should be actively working on them. Commissioner Slodowski stated that the BOC is requiring action, they will recommend "dispatching" animals. Director Kanicki asked for clarification of the word dispatch. Commissioner Slodowski stated, euthanize. Director Kanicki asked Member's Cline, Scorsone, and Chairman Van Slembrouck to recall from the planning stages of the new shelter what the vision was regarding a 501(c)3 running the clinic was. Member Cline stated there was no

plan for the County to finance the clinic. It's not feasible. You need to foster the relationships with the rescue partner who would get the privilege to work out of the County funded clinic. Member Cottrell stated that in 2000, the Saginaw Zoological Society parented with the City of Saginaw to operate the Saginaw Zoo. The city had no business running a zoo. The partnership is strong, and the zoo flourished. There is a model to do it that works. Member Cline stated that MSU would engage once the clinic is ready, there would need to be a veterinarian to run the program though. If there is a 501(c)3 that can run pay for the vet and the vet tech to run the program, oversee surgery. The legal risk is less when your County vs. private entity. Director Kanicki stated that without court cases the shelter would be under capacity. Member Cline stated that when the building was being built, we did not have Director who cared about animal welfare like Bonnie does, and that was reflected in the design. Director Kanicki stated that the prosecutor has been helpful, we are awarded restitution, but we will never see it. One defendant was ordered to pay \$85,000, sadly we will never collect. This County demands action for cruelty but bites/vicious animals always take precedence. Commissioner Slodowski asked if we removed the enforcement part of Animal Control, would that help? Member Cline stated that when Bonnie started, the tide changed, "you won't find what you don't look for." If we remove the animal cruelty from Animal Control, the cruelty won't stop we just won't see it. This building doesn't have room for cruelty cases and adoptions. Chairman Van Slembrouck stated that we didn't always have enforcement. Member McIntyre asked if we facilitate foster families, Director Kanicki stated, yes.

VI. FUNDRAISING

1. Commissioner Slodowski stated that she goes to bingo 3 times a week and that may be a good revenue stream. Member Cottrell stated that she used to do it for the Bay City fireworks, it's a lot of work and takes about 10 people p/night to manage it. There are "bingo gypsies" who will come in and manage a game, but you have to pay them in cash that night. For all the bingo we did for the fireworks we pulled in about \$50,000. Bingo was easier back then; you didn't have all the casinos you do now. Does anyone have the Furball donor list? We need to tap into the funders who have a passion for animals and can fund things. Most people who fund don't outwardly do it. Need someone who has the linkage, the interest, and the ability to fund. Can we create a communications Committee who would be responsible for social media, finding those funders? Can we get a nonprofit rescues partner on this committee?

VII. DOG LICENSE

1. It was brought up that dog licenses may be a revenue stream. Jaime advised that the Treasurer now runs the dog license program and that is a far larger project than we realize. In April there was a meeting to look at new software, it is the same that some Michigan Counties (Midland/Washtenaw) now use (Webtecs). They have the ability to do online payments, multiyear licenses and would be more vet user friendly.

VIII. THE PURPOSE

1. Member cline stated that he sees the purpose of this council as 1. Generate Funds 2. Adoptions 3. The Surgical Center. Member McIntyre stated that we need to make sure the BOC supports the Council with funding. Member cline stated that he is sensitive to the County's budgetary constraints. They need to fund all departments not just Animal Control. Member McIntyre asked who the shelters procedures are approved by. Director Kanicki stated its Animal Control, not the BOC and gave the example of heartworm

positive dogs. They now treat with donation money. Commissioner Slodowski asked if court case dogs were adoptable. Director Kanicki stated that she is currently fostering one, yes court case dogs are adoptable, when the court case is complete and when/if SCACCRC is awarded the animals. Court case animals can be fostered during their stay with Animal Control. If law enforcement would enforce the code, we'd be better off. If Animal Control no longer does cruelty cases, who will investigate, police departments cannot, some officers will not even exit their vehicles when there are dogs present. Commissioner Slodowski asked, what can we do? Director Kanicki stated, we need help moving dogs out. Owners need to be made responsible. Jaime asked what the cost of a ticket is for running at large or no tags. Director Kanicki stated that in most cases we issue a ticket and even if it's not paid the prosecutor doesn't prosecute. Member Cline stated that it starts in grade school. Member Kelly stated that a program where ACO's and kids would be allowed in the courts to see the process. It would educate kids and judges. Member McIntyre stated that the whatever plan we come up with can only run with the budget in place. Member Cline advised it would be a good idea for Bonnie to speak to the MSU Director of Externships to get an idea of how we could partner and what it would take for that to start. Director Kanicki advised that Dr. Joe Kline was having lunch with the Dean of MSU, and she asked to be introduced. It was determined that the 3 proposals to the BOC Commissioner Slodowski would relay are:

- a. 501(c)3 Partnership – We need to get BOC guidance on what level of partnership they want, someone to run the entire clinic from staffing to adoption programs, social media or does the County want to run it. Commissioner Slodowski will approach the BOC and ask.
- b. Surgical Center – Needs to be fully stocked and ready to operate. Bonnie is currently writing grants for more funding.
- c. Training Room – We can look to this to be a revenue stream. Booking meetings and events. Each member should reach out to 2 places to see how much meeting space is available in Saginaw County.
- d. Dog License – Investigate and possibly meet with the Treasurer to see if the software researched in April 2023, is a real option.

IX. NEXT MEETING: October 5, 2023 at 10:30 a.m.

X. ADJOURNMENT: With no quorum to motion for adjournment, the meeting was ended at 6:18pm.

Meeting Minutes
Animal Control Advisory Council
Wednesday October 18, 2023
Saginaw County Animal Care & Control Resource Center – Training Room
5615 Bay Road, Saginaw, MI 48604

Present: Rachel Van Slembrouck, Laureen Lutenski, Tom McIntyre, Tracey Slodowski, Carol Cottrell, Kelli Scorsone, Jonna Scharf
Absent: Patricia O'Brien, William Ostash, Randall Howard, Dr. Bill Cline
Others: Chris Boyd, Davie Gilbert, Bonnie Kanicki, Jaime Ceja

- I. **CALL TO ORDER:** Board of Commissioners Chairman Chris Boyd announced that due to no election of officers in January 2023, he would be the temporary chairman for this meeting. Meeting was called to order at 4:35PM.
- II. **PUBLIC COMMENT:** None
- III. **APPROVAL OF MEETING MINUTES OF AUGUST 3, 2023:** No meeting minutes were presented as the last meeting there was no quorum and no officers present. Meeting Notes will be kept on file.
- IV. **BYLAWS:**
 1. Chairman Boyd went through the Council's bylaws and pointed out the following facts:
 - a. **Meeting Minutes** - The open meetings act (OMA) requires that minutes be submitted within 7 days to all members and then presented as a draft at the next meeting. There must be a motion with support to be approved as final.
 - b. **Purpose of the Council** – The council should be making recommendations to the Board of Commissioners (BOC).
 - c. **Location of Meeting** – Section 3.1 of the bylaws state that all meetings take place in the Courthouse, there is no vote to show otherwise. This council can amend their bylaws to move the location. It needs to be in writing.
 - d. **Voting** – Looking at past notes Chairman Boyd noted that most notes state “we discussed and decided”. You need a motion with support and a vote.
 - e. **Election of Officers** – This is to be held in January at the first yearly meeting. There was no election in January 2023, the notes stated Member Van Slembrouck volunteered as nobody wanted the position.
 - f. **Agenda** – There needs to be an agenda disseminated 5 days before the meeting with all members receiving it. This was sporadic.
 - g. **Notice of Meetings** – Bylaws supersede OMA and it seems that notices have been sporadic, with no main schedule issued at the beginning of the year. Member Cottrell stated that Suzy is cc'd on the emails, isn't it her responsibility? Chairman Boyd stated, no, your secretary should be doing this. Going forward Jaime Ceja will be your administrator following all OMA and bylaws agendas, notices and minutes will be handled by her.
 - h. **Quorum** – In order to have a meeting a quorum needs to be present, according to bylaws that is a simple majority, six out of 11 members is a quorum.
 - i. **Roberts Rules of Order** – Section 3.9 of the bylaws state that Robert's Rules of Order are in effect. Member Scharf asked why now is this being brought to attention? Chairman Boyd stated that as he looked into the Council he saw that

OMA was not being followed. When he took the seat of BOC Chairman he realized that not all OMA rules were being followed at that level either and has gotten the board into compliance. It is common to operate informally but at all times the Council must be in compliance with OMA.

- j. **Resignation/Removal** – Article 4.7 of the bylaws reference resignation/removal. If a council member has missed 3 meetings in a year the council has a right to request removal. Written letter should be sent to Chairman Boyd and he would remove and be responsible for replacing that person. Section 4.3 stated that this Council has the right to do this on their own. Chairman Boyd asked Director Kanicki if she has had a conversation with Member Obrien about stepping down and remaining as an honorary member. Director Kanicki stated she would like to speak to her in person and will visit with her. There are 3 members whose terms are up on December 31, 2023. They are Laureen Lutenski, Tom McIntyre, and Rachel Van Slembrouck. Director Kanicki stated that Bill Ostash will also be resigning. Chairman Boyd stated that section 4.2 directs to give written notice to the BOC. If you are feeling like you cannot fulfill your obligations and make a commitment, please speak to me. Terms ending 12/31/24 for Tracey Slodowski, Patricia O'Brien, Bill Ostash and Jonna Scharf and 12/31/25 for Randall Howard, Carol Cottrell, Kelli Scorsone, and Dr. Bill Cline. Member McIntyre stated that other boards offer a per diem for attending meetings. Chairman Boyd stated that this Council can vote on it, but it would have to come out of Bonnie's budget.
- k. **Officers** – Bylaws state that there needs to be a Chair, Vice-Chair, and Secretary. You can vote today, if you postpone it Chairman Boyd will have to come back and chair the meetings. Officer's need to be elected to hold office for 1 year. The Vice-Chair will perform duties when the Chairman is not available. Secretary is to record all meeting proceedings.
- l. **Amendments** – These can happen at any meeting, they require a majority vote, and an oral motion is not applicable, it has to be a written motion, presented with the agenda 5 days before the meeting.
- m. **Minutes** - need to be available within 8 days of the meeting and you cannot call each other to discuss voting items that may be on the agenda. Jaime stated that she will send email 1 week before the meeting to all members requesting agenda items, unfinished business roll call and minutes for approval will be on every agenda.
- n. **Schedule** – Jaime (iceja@saginawcounty.com) will send email 1 week before meeting requesting agenda items, with a deadline to respond. She will request any letters, backup you have so it can be sent with the agenda. If you will not be able to attend this is the time to let Jaime know so that she can determine if a cancellation of meeting notice has to be published. Five days before the meeting Jaime will send the agenda, all submitted letters and documents and last meeting minutes for approval at the meeting.
- o. **Notices** – Jaime will also publish each year in January the Council's yearly meeting schedule to the BOC's, County Website and Members. Based on communication from members regarding attendance, Jaime will publish cancellation notices in accordance with OMA.

- p. **Director's Role** – The director is not a member of the council, the council is to make recommendations to her similar to what the previous controller did for the BOC's. One agenda item should be the directors report. A policy may be a separate agenda item to discuss. You do not have to follow every single rule of order, you can keep an informal meeting style. Member Lutenski asked why we are looking at this process now? Chairman Boyd stated his original statement above again and added that attendance was an issue that was brought to his attention, so he started looking at all facets of the meetings. Director Kanicki stated that pre covid the board was great, then they went to Zoom meetings and the participation was still great, post covid was when participation fell off. Member Scorsone asked if meetings need to be monthly? Chairman Boyd stated yes; however, they can be cancelled for 1. No Quorum, 2. No agenda to discuss.
2. **Conference/Training Room Rental** – Director Kanicki stated that there is an interest in community members renting the room. She proposed rental rates of:
- a. County Departments Half Day (1-4 hours) = \$50.00
 - b. County Departments Full Day = \$100.00
 - c. External Partners Half Day (1-4 hours) = \$100.00
 - d. External Partners Full Day = \$200.00

Member Slodowski stated that she called Freeland SportsZone and found their rate was about \$250.00 and surrounding halls were about \$100-\$150. They hold about 120-150 people. None include food service, they include kitchens, and some charge a cleaning fee. Jaime asked if we would need a contract, Dave stated yes, once the Council gets the rates approved by the board, Amy Lusk could help with a contract. Member Cottrell asked how much it costs to clean this room. Director Kanicki stated it was expensive due to flooring. Member Lutenski asked if AV equipment was included in any of the rates. Member Slodowski stated no. Chairman Boyd asked what this room was designed for, it's quite large for animal control. Director Kanicki stated it is unclear in the legacy documents.

3. **Council Responsibilities** – Member Slodowski presented a document that outlined what was discussed at the last meeting, the accountability list. This will be discussed in depth at the next meeting.
4. **Voting** – Chairman Boyd stated he would entertain motions for officers for the remaining 2 months of the year. In January voting will need to take place again for 2024.

Member Lutenski nominated Member Tracey Slodowski as Chairman for the remainder of 2023. Nomination was accepted and passed with a (7-0) Aye vote.

Chair Slodowski nominated Member Kelli Scorsone as Vice Chair for the remainder of 2023. Nomination was accepted and passed with a (7-0) Aye vote.

5. **November Meeting Location** –

Member McIntyre made a motion to move the meeting to SCACCRC for November 2023. Member Cottrell supported the motion. Motion passed with a (7-0) Aye vote.

6. **2023 Meeting Dates** – Jaime confirmed the meeting dates for November 15th and December 20th. She will post notice to BOC, County Website.
7. **Fundraising** – Member Scorsone asked about fundraising and if the Council could do it and member Cottrell asked if it would need BOC approval and where the funds would be housed. Dave suggested that efforts should be brought before the Courts and Public Safety Committee, just so the BOC's is aware, as for funds Chairman Boyd would need to confer with Koren. Director Kanicki stated that there was a paypal account set up in April.

Member Van Slembrouck said she would check on tax implications. Chairman Slodowski asked if there was a money handling policy. Dave stated there is.

8. **Expectations** – Member Cottrell asked what are the expectations of this council? Chairman Boyd stated to work on the goals of animal control.
 9. **Animal Control on Call Availability** - Bonnie stated that she is currently working with 911 on developing protocols for on call ACO's. As it currently stands animal control is not able to offer 247/365 coverage, they are not trained in emergency response and do not have vehicles intended for emergency response. Director Kanicki stated that she is trying to set up a meeting with Chairman Boyd and Chris Izworski at 911. Chairman Slodowski asked to be included. Member Scorsone asked if we could hire more ACO's. Bonnie stated no.
 10. **Bridgeport** – Chairman Boyd stated that at the Committee of the Whole meeting this week there were people who spoke about animal control and a situation that happened at a Bridgeport School. Bonnie recounted the timeline of incidents regarding the dogs thought to be involved. Nobody could positively identify the dogs that were on the field, Civil Counsel advised we could not take the dogs, the prosecutor's office advised this is a civil matter. Chairman Boyd asked why can't we just pick up the dogs? Chairman Slodowski stated that the council has its work cut out for it but it's nothing that can't be handled. Anyone who doesn't think they can fulfill their duties, please speak to her. Jaime stated that applications are available online at saginawcounty.com.
- V. **NEXT MEETING:** November 15, 2023 at 10:30 a.m.
- VI. **ADJOURNMENT:** Member Cottrell motioned to adjourn the meeting, Vice Chair Scorsone supported the motion. Motion passed (7-0). Meeting was adjourned at 6:17PM.

Animal Control Advisory Council
Wednesday November 15, 2023
Saginaw County Animal Care & Control Resource Center – Training Room
5615 Bay Road, Saginaw, MI 48604

MEETING MINUTES

Present: Council Chair - Tracey Slodowski, Rachel Van Slembrouck, Laureen Lutenski, Tom McIntyre (left at 5:37PM), Carol Cottrell, Kelli Scorsone, Jonna Scharf, Cynthia Winiecke, Dr. Bill Cline, Randy Howard, Tammy Brown,

Absent:

Others: Bonnie Kanicki, Jaime Ceja

- I. **CALL TO ORDER/ROLL CALL:** Chair Slodowski called the meeting to order at 4:30PM.
- II. **PUBLIC COMMENT:** Chair Slodowski welcomed new council members Tammy Brown and Cynthia Winiecke and invited a roundtable introduction of all other members.
- III. **APPROVAL OF MEETING MINUTES OF OCTOBER 18, 2023:** Meeting minutes were amended in Section 1.p to correct a grammatical error. Member Tom McIntyre made a motion to approve the October 18, 2023 amended meeting minutes. Member Winiecke supported. Motion passed (11-0).
- IV. **OPEN ISSUES:**
 1. **Report to BOC** – At the September meeting the council came up with 3 objectives to present to the Board of Commissioners (BOC). Chair Slodowski asked if anyone had any follow up or additional comments to add. The report has not been presented to the BOC at this time. Member Cottrell recommended we change the document to reflect Animal Control Director vs. Bonnies name. Is asking a new director to come in and take on this list along with their new job duties to overwhelming? Should this list be put on the back burner until a new director is settled in?
 - a. **Raise Funds**
 - b. **Surgical Center**
 - c. **Training/Conference Room Rental** – Jaime advised that we may want to wait until WiFi is up and running before advertising. Once it's up and running a letter would have to go to the BOC asking for a Fee Schedule Change. This change will then be reflected in the budget.
 - d. **Dog Licensing** – Chair Slodowski reached out to other counties and found they use an online system developed by Webtecs. Chair Slodowski also reached out to Treasurer Tim Novak who pointed out that the system we have now was developed by the County IT department. License purchases are extremely low right now, with Lakefield Township reporting 3. Dr. Cline stated that the licenses are two-fold, to make sure the animal has its rabies vaccine and identification. License cost doubles up at the end of February. Midland sells licenses by when the rabies vaccine is due. Member Winiecke stated that there are pros and cons to selling when the rabies is due one pro is the revenue could be managed by month vs. all notices going out in December for the coming year.
- V. **DIRECTORS REPORT:** Director Kanicki advised that there has been an influx of animals at the shelter, animal cruelty and bite incidents have brought in over 20 dogs. MDARD will hold an

inspection in September. Last call had ACO's out until 4:30AM and criminal charges will be brought against the owner. Police Department called ACO's on their personal phones because no one was on call. It is impossible for ACO's to be on call 24/7 with only 3 right now. The dogs brought in were tested by Brenda Aloff, trainer and were determined to be in a pack mode, unable to be adopted, unsocialized. The dogs will need to be euthanized but for now they are still in the shelter as there is no staff to do the euthanasia. Member Cottrell asked if the dogs could be housed at 1312 Gratiot. Jaime advised that Maintenance Department was currently working on the space to move in. They need to move out of 211 Congress. Member Howard asked if the County is liable for the dogs being on the streets and are there specific conditions the dogs can be held in. Director Kanicki stated that the dogs are currently in the temp test room in pop up crates and that those crates are against MDARD's rules. We will likely get a reprimand and have corrective actions to follow and be complete within 45 days. Member Scorsone asked if there is no available staff, could we hire a vet to come in and euthanize to get the space back. Director Kanicki stated that Brenda will be coming in to speak to the ACO's about the euthanasia because they are upset and believe some of the dogs can be rehabilitated. Member Howard asked about the utilities and Director Kanicki stated that they have gone up exponentially. Jaime stated that 2023 utilities were budgeted at 42K and 2024 at 65K. Member Jonna asked what does "poor working relationship" with Police Departments mean? Director Kanicki stated that there have been situations where the police have disparaged ACO's and since animal control is unable to be on call 24/7, they sometimes have resentment towards the animal control staff. Because a stray roam dog can turn into a bite animal control now has to go on stray roam calls. They never used to. We are looking at an answering service currently because 9-1-1 will no longer allow us to use their admin line. Member Howard asked if there are calls that are not necessary to pass along to an on-call officer or that can be mitigated with public education. Bonnie stated that the people who are abandoning dogs and letting them loose are not the ones looking at our facebook to be educated.

2. Meeting Location – We still need a written request for bylaw changes to go to the BOC for approval. Chair Slodowski advised she will write the letter. One of them would address meetings at the Bay Road location going forward. Until the letter is written Chair Slodowski advised we need a motion to move the meeting December.

Member Cottrell made a motion to hold the December 2023 Animal Control Advisory Council meeting at 5615 Bay Road. Member Scorsone supported. Motion passed (10-0)

VI. NEW ISSUES:

1. **2024 Schedule** – Schedule will be made available online January 1. Member Cottrell asked that the July meeting be cancelled as historically they always take that month off. Jaime advised that the Bylaws should be amended to state that.

Member Cottrell made a motion to remove the July meeting from the schedule and to amend the bylaws to state that there will be no July meeting. Member Winiecke supported. Motion passed (10-0).

2. **Fundraising** – Director Kanicki advised we are still using Paypal and have raised \$1,900.00 in two days for the dog that came in with an imbedded collar. Chair Slodowski asked that we all share the link on facebook when we see it. Member Van Slembrouck advised that she looked into the tax implications of donating to a governmental agency, donations are tax deductible because they are used for a public purpose.

3. **Public Relations/Marketing** – Director Kanicki stated that there is a pints, pups and pasta event coming up at Oracle brewing. The vets for pets’ program is getting back on its feet as well. There are a lot of private corporations volunteering right now as well. Member Cottrell asked if anyone had heard of a program where senior dogs are matched with senior citizens? Member Scharf stated that she saw a program in the UK about a woman who finds elder pets for elder people. Bonnie also advised that they are still working with rescue partners to pull dogs.

VII. OTHER ISSUES/CONCERNS:

1. Chair Slodowski stated that in Freemont Township they are constructing an 830-acre windfarm and starting in 2025 any county department who has a millage will receive a payout. For animal control it should be about \$51,000.
2. Chair Slodowski advised she will be having knee replacement surgery in December and while she will be at the meeting, Kelli may have to take over chair duties.
3. Dr. Cline submitted his resignation, effective immediately.
4. Bonnie Kanicki announced her retirement on January 31, 2024. Chairman Boyd has asked that Bonnie have input into the new director. Bonnie thanked the council.
5. Member Cottrell asked if the donor wall had been erected yet, Bonnie stated no.
6. Member Scorsone asked if we could rent the surgical center to a veterinarian? Director Kanicki stated it could be something to explore.

VIII. NEXT MEETING: Wednesday, December 20, 2023 at 4:30PM

IX. ADJOURNMENT: Member Winiecke made a motion to adjourn. Member Brown supported. Motion passed (10-0).

Animal Control Advisory Council
Wednesday December 20, 2023
Saginaw County Animal Care & Control Resource Center – Training Room
5615 Bay Road, Saginaw, MI 48604

MEETING MINUTES

Present: Council Chair - Tracey Slodowski, Rachel Van Slembrouck, Laureen Lutenski, Tom McIntyre, Carol Cottrell, Kelli Scorsone, Cynthia Winiecke, Randy Howard, Tammy Brown
Absent: Jonna Scharf
Others: Michele Fleming, Jaime Ceja

- I. **CALL TO ORDER/ROLL CALL:** Chair Slodowski called the meeting to order at 4:30PM.
- II. **PUBLIC COMMENT:** None
- III. **APPROVAL OF MEETING MINUTES OF NOVEMBER 15, 2023:** Meeting minutes were amended in Section IV. 1 to correct a grammatical error. Member Tom McIntyre made a motion to approve the November 15, 2023 amended meeting minutes. Member Winiecke supported. Motion passed (9-0).
- IV. **OPEN ISSUES:**
 1. **Letter to BOC to Amend Bylaws**
 - a. 3.1 Location to be changed to SCACCRC permanently.
 - b.3.4 Schedule of regular meetings to reflect the removal of July meeting.
 - c. 3.5 Notice of meetings to be changed to 24 hours and adding email as acceptable form of communication.
 - d.6.1 Add notice of meeting by email as acceptable form of communication.
 - e. Per Diem – Member McIntyre asked if they would be eligible for a per diem to attend council meetings. Member Howard stated that he would not support that as the budget would have to come from the SCACCRC operating budget. Member Cottrell stated that the topic should be postponed until a new director is hired and can have input on how this would affect their budget.

Member Cottrell made a motion to accept all bylaw changes but postpone conversation regarding per diem until a new Animal Control Director is hired and can look at the budget. Member Lutenski supported. Motion passed (9-0)
- V. **NEW ISSUES:**
 1. **Updated Roster** – Please look at the roster and make sure your information is correct. Forward any changes to Jaime.
 2. **Previous Meeting Notes** – At Board of Commissioner Chairman Boyd’s direction, all meeting notes/minutes shall be available online. Rachel advised she will send Jaime the email she sent BOC Chairman Boyd with all minutes for 2023.
- VI. **OTHER ISSUES/CONCERNS:**
 1. Chairman Slodowski advised that next month will be Bonnie’s last meeting. Tracey will bring cake. Jaime will send email in a few weeks to ask who might bring additional/other items.

2. Member Scorsone asked if there was any update on the search for a new director. Chairman Slodowski stated that there was a promising interview and if that person is hired there would be a 1 week overlap with Bonnie.
3. Chairman Slodowski thanked Rachel for her service to the Council and asked if she could please submit an official resignation letter to herself and Jaime. Rachel thanked the Council and advised she would send letter. Member Scorsone added that Rachel was instrumental in securing funding for the new shelter and thanked her for her service.
4. Members McIntyre and Lutenski both have terms that end 12.31.23. Jaime advised that the BOC Chairman would be the person to re-appoint them and that will happen at the end of January. At that time Jaime will revise the meeting notice with corrected membership.
5. Member Cottrell advised that she will be submitting her resignation. Chairman Slodowski advised that the person she replaces will be appointed until the end of Member Cottrell's term.

VII. NEXT MEETING: Wednesday, January 17, 2024 at 4:30PM

VIII. ADJOURNMENT: Member Winiecke made a motion to adjourn. Member McIntyre supported. Motion passed (9-0).