

# AGENDA Summary

## LCAS ADVISORY COMMITTEE

### MONDAY, SEPTEMBER 11, 2017

3:00 PM TO 5:00 PM

This written indexed summary of minutes is provided as a courtesy to the reader. The recorded minutes created pursuant to ORS 192.650(1) are the official minutes of this body under Oregon Law

The recorded minutes are available on the Animal Services Advisory Committee website:  
<http://www.lanecounty.org/Departments/PW/Parks/LCAS/Pages/AnimalServicesAdvisoryCommittee.aspx>

Members Present: Jan Shelton (Co-Chair), David Calderwood, Dr. Duwayne Penfold, Dave Hancock, John Bradfeldt

Members Absent: Scott Bartlett (Co-Chair)

Staff Present: Mike Russell, Charlie Conrad, Rachael Germann, Petra Schuetz (Assistant Public Works Director)

Guests Present: None

#### 00:00:00-00:00:46 Welcome/Public Comment

- No public comment.

#### 00:00:47-00:01:13 Changes/Additions to Agenda

- No changes to the agenda.

#### 00:01:14-00:01:55 Review/Approve Minutes Summary

- Minutes Summary for June 2017 unanimously approved at 00:01:54.

#### 00:01:56-00:02:34 Vacancy

- Mike Russell has emailed Commissioner Pat Farr in regards to Dr. Bill Young's resignation from the Lane County Animal Services Advisory Committee. Commissioner Farr has the option to either choose an appointee or have the Advisory Committee collect applications for prospective committee members. Lane County Animal Services has not yet heard back on which selection method the Commissioner would prefer.

**00:02:35-00:13:49 Old Business:**

- Goals/Mission Statement
  - a.) Mike Russell provided the Committee with the complete By-Laws and a description of the Lane County Animal Services Advisory Committee per Lane County Manual 3.600. The By-Laws may need to be updated since they are from when Lane County Animal Services was still located at the First Avenue Shelter. Mike Russell then suggested that a sub-committee be formed to review and update the responsibilities and objectives. The Committee will split up and allocate the By-Law articles and discuss each allocation during the next three Advisory Committee meetings. These articles will be the main focus of each meeting with the goal to have reviewed the By-Laws in their entirety by the end of the year.
  - b.) Mike Russell advised the Committee that the remainder of the Harriett Smith gift has yet to be discussed and used. Jan Shelton suggested that this topic be added to next month's agenda.

**00:13:50-00:16:45 Greenhill Activities at 1<sup>st</sup> Ave. Shelter**

- Charlie Conrad presented the shelter statistics by reading an email verbatim from Jaclyn Rudebeck in her absence. Greenhill Humane Society will forward updates and cost estimates to Lane County Animal Services in regards to the kennel doors which will in turn be forwarded to the Advisory Committee.

**00:16:46-00:30:23 Lane County Animal Services Activity**

- Activity presented to Committee by Charlie Conrad. The Committee discussed the seasonal consistency of dog bites that occurred during the summer months of 2016 and 2017.
- The Committee discussed the topic of Service Animals comparatively to Therapy/Companion Animals. Mike Russell explained Lane County's requirement for documentation and administrative procedure for issuing Service Dog Licenses.

### **00:30:24-00:41:53 Importation Sub-Committee Report**

- David Calderwod advised that Dr. Franklin has been setting up a committee through the Oregon Veterinary Medical Association to discuss importation.
- Dr. Penfold discussed the possibility of spread of disease due to importation caused by the recent storms in Florida and Texas.

### **00:41:54-00:43:09 Open Discussion**

- Lane County is currently in the process of developing a job description for a part time Animal Welfare Officer. This job description will most likely be posted in October 2017.
- Mike Russell advised the Committee that the forest fires up the McKenzie River activated the Lane County Animals In Disaster (LCAID) trailer. The trailer was set up at McKenzie High School in Blue River (discussed at 00:48:05).

### **00:43:10-00:49:29 Items for Next Month's Agenda**

- Harriett Smith Gift
  - a.) The Committee would like an update on the kennel doors at First Avenue.
  - b.) A list of possible uses of the remainder of the gift to be discussed.
- Begin reviewing the By-Law articles.
- Importation Update from the Importation Sub-Committee .

**00:49:30            Adjorn**

Our next regular meeting is scheduled for Monday, October 9<sup>th</sup> 2017 from 3:00 PM to 5:00 PM.