1. CALL TO ORDER

10:30 AM meeting was called to order by Chairman Brian J Krajewski at 10:31 AM.

2. ROLL CALL

PRESENTER: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley
ABSENT: 

3. PUBLIC COMMENT

No Public Comment

4. CHAIRMAN'S REMARKS

Chairman extended his thanks to the staff for their work for the press conference on December 22, 2017 regarding proposed legislation banning the sale of commercially bred pets in Will and DuPage counties. [http://abc7chicago.com/pets-animals/officials-in-will-dupage-counties-call-for-ban-on-sale-of-commercially-bred-pets/2813018/]

5. MINUTES APPROVAL

A. Animal Care and Control Committee - Regular Meeting - Dec 5, 2017 10:30 AM

RESULT: ACCEPTED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Sean T Noonan, District 2
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

6. BUDGET TRANSFERS
A. Budget Transfers -- Recommendation to approve two (2) budget transfers for Animal Care & Control 1100-1300: Transfer of funds from account no. 53828 (Contingencies) to account no. 52320 (Medical/Dental/Lab Supplies) in the total amount of $12,000.00 due to the fact that Animal Care & Control was without a full time Administrator Veterinarian when the FY 17 budget was created and therefore was developed with little input as to medical equipment needs. Additional dollars also need to be added to this line as medical protocols evolve to include enhanced medical care. Transfer of funds from account no. 53090 (Professional Services) to account no. 53110 (Workers Compensation Insurance) in the total amount of $7,000.00 due to cover costs associated with employee Workman’s Comp claim.

RESULT: APPROVED [UNANIMOUS]
MOVER: Grant Eckhoff, Vice Chair
SECONDER: Kevin Wiley, District 6
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

7. OTHER ACTION ITEMS

A. Change Order -- Amendment to County Contract 2003-0001-SERV issued to City of Wheaton for water utilities to DuPage Animal Care & Control, to increase the encumbrance $1,000.00 resulting in an amended contract total not to exceed $8,500.00 and extend contract term to 11/30/2017.

RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Janice Anderson, District 5
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

B. Authorization for Overnight Travel -- Administrator Veterinarian Travel to Conference in Orlando, FL from February 2, 2018 - February 7, 2018. Expenses to include registration, transportation, lodging, miscellaneous expenses, and per diem for the approximate total of $2,669.50.

Many of the vendors that will be utilized for stocking the spay/neuter vehicle as well as the Phase 2 construction project will be in attendance at this conference. This will enable the Administrator Veterinarian to initiate contact with these key vendors and obtain preliminary product and/or service information.
RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Donald Puchalski, District 1
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

8. OLD BUSINESS
Laura Flamion, Operations Manager, gave the Committee an administrative update. The new Front Office staff member will be starting on Wednesday, January 10, 2018 per County Board approval at the January 9th meeting. Interviews for the open Animal Control Officer position should begin next week or the week after. The total intake for 2017 was 2,458 animals which is slightly under previous years. Some outcomes from December still need to be completed and other stats for 2017 will be available at a later date. December adult cat adoptions were up at 40 total for the month due to an adoption subsidy provided by the DuPage Animal Friends Foundation.

Dr. Barbara Hanek, Administrative Veterinarian, continued on with the update and informed the Committee that various staff met with Animal Arts regarding the Phase 2 construction project. Also, the grant for the spay/neuter vehicle was received along with a donation of $25,000.00 to help stock medical equipment for the vehicle. A check presentation for the vehicle grant will take place at the January 23, 2018 County Board Meeting. Animal Care & Control (ACC) conservatively estimates to complete 100 spay/neuter surgeries in vehicle in 2018. They will begin the program by assisting Feral Fixers (http://www.feralfixers.org/). Their organization goes out into communities to trap neuter release (TNR) feral cats. Feral Fixers currently utilizes a few veterinary facilities for surgeries including PAWS Chicago. Per Dr. Hanek, PAWS is now restricting the amount of spay/neuter surgeries they provide to external organizations and the shelter is looking forward to assisting them when the program is up and running. Chairman Krajewski asked in the Pet Population Fund can be used to reimburse the shelter for the cost of those spay/neuter surgeries. Brian Gorka, Assistant State's Attorney, will look into it. Dr. Hanek also informed the committee that the new database project and completing the Standard Operating Guidelines are priorities in 2018.

9. NEW BUSINESS
Member Wiley asked if Animal Care & Control was providing any information for citizens regarding how to care for animals the extreme cold weather. Dr. Hanek and Ms. Flamion stated that information has been shared on the shelter Facebook page and more will be included in the next newsletter. Chairman Krajewski asked the Administrative staff to work with County PR to have Animal Care & Control added to the County Board newsletter.

10. ADJOURNMENT
The meeting was adjourned by Chairman Krajewski at 10:41 AM.