1. CALL TO ORDER

10:30 AM meeting was called to order by Chairman Brian J Krajewski at 10:33 AM.

2. ROLL CALL

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

3. PUBLIC COMMENT

Ruth Kwarta spoke regarding an incident at a PetSmart where her dog was attacked in December. Her dog suffered severe injuries which required surgeries as well as ongoing treatment that will be necessary for the next 1-2 months. Ms. Kwarta was sharing her story in the hopes that another family and canine citizen of DuPage County does not have the same happen to them. The Committee and Dr. Barbara Hanek, Administrator Veterinarian, thanked Ms. Kwarta for coming to the meeting to share her story. Dr. Hanek also stated that there is an open dangerous dog investigation into the attack and the offending dog. The Animal Control Officer leading the investigation will continue to be in contact.

4. CHAIRMAN’S REMARKS

No Chairman Remarks

5. MINUTES APPROVAL

A. Animal Care and Control Committee - Regular Meeting - Jan 2, 2018 10:30 AM

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

6. PROCUREMENT REQUISITIONS
A. 2018-47 Recommendation for the approval of a contract purchase order to University of IL College of Veterinary Medicine - Diagnostic Lab to provide rabies testing for submitted mammalian specimens for Animal Care & Control, for the period of January 16, 2018 through January 15, 2019, for a contract total not to exceed $9,300.00. Other Professional Service not subject to competitive bidding per 55 ILCS 5/5-1022(a). Vendor selected pursuant to DuPage County Code Section 2-300.4-108 (1) (b).

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

B. 2018-48 Recommendation for the approval of a contract purchase order to Verizon Wireless, to provide wireless services including basic cellular voice, smart phones, and wireless data and replace, upgrade and obtain new wireless equipment and accessories as needed, for Animal Care & Control, for the period December 1, 2017 through November 30, 2018, for a contract not to exceed $8,000.00, PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.

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

7. OTHER ACTION ITEMS

A. Authorization for Overnight Travel -- Humane Educator and Special Events Coordinator Travel to Conference in Lake Buena Vista, FL from March 6, 2018 - March 9, 2018. Expenses to include registration, transportation, lodging, miscellaneous expenses, and per diem for the estimated total of $909.50. A scholarship was awarded to DCACC's Humane Educator and Special Events Coordinator by the Association of Professional Humane Educators to assist with registration and travel costs. The scholarship dollars have been applied in the estimated total.

RESULT: APPROVED [UNANIMOUS]
MOVER: Sean T Noonan, District 2
SECONDER: Kevin Wiley, District 6
AYES: Anderson, Eckhoff, Krajewski, Noonan, Wiley
ABSENT: Puchalski
8. **ADMINISTRATIVE UPDATE**

Laura Flamion, Operations Manager, informed the Committee that the new front desk person, Carrie Rzewnicki, started on Wednesday, January 10th. Interviews for the open Animal Control Officer position are beginning this week. Regarding the question brought up by Member Wiley at the last meeting on January 2nd, examples of the communications regarding pet care during cold weather were provided. Examples were from Facebook and the newsletter.

Dr. Hanek stated that there is another branding meeting scheduled this week. Also this week, representatives from the shelter are going to Kane County Animal Care & Control to review their database software. A new database is a critical project in 2018. Chairman Krajewski asked about the benefits a new database would provide. Ms. Flamion stated that the shelter is incredibly paper dependent. One of the problems this causes is the loss of time across all units within the shelter when looking for animal and other information/files. A new robust database has a huge potential to save both money and time. Dr. Hanek added that it will also provide better service to our citizens by having details consolidated in one location which will result in less wait times and better communication.

9. **OLD BUSINESS**

No Old Business

10. **NEW BUSINESS**

No New Business

11. **ADJOURNMENT**

Chairman Krajewski adjourned at 10:44 AM.