1. CALL TO ORDER

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

2. ROLL CALL

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

3. PUBLIC COMMENT

No Public Comment

4. CHAIRMAN'S REMARKS

No Chairman Remarks

5. MINUTES APPROVAL

A. Animal Care and Control Committee - Regular Meeting - Feb 20, 2018 10:30 AM

Minutes were accepted as amended to indicate on the vote items that Member Eckhoff arrived after the votes took place.

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

6. PROCUREMENT REQUISITIONS

A. Recommendation for the approval of a purchase order to Rosehaven Exotic Animal Veterinary Service, to provide exotic animal veterinary services including but not limited to phone consultations, exams, surgeries, and timothy hay for the period of April 1, 2018 to October 31, 2019 for a contract total amount not to exceed $12,275.00, Other Professional Services.
RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Janice Anderson, District 5
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

B. Recommendation for the approval of a contract purchase order to Nicor Gas for natural gas utility service for the DuPage Animal Care & Control, for the period October 1, 2017 through September 30, 2018 for a contract total not to exceed $18,000.00, Public Utility.

RESULT: APPROVED [UNANIMOUS]
MOVER: Janice Anderson, District 5
SECONDER: Sean T Noonan, District 2
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

7. OTHER ACTION ITEMS

A. Authorization for Overnight Travel -- Volunteer/Rescue/Foster Coordinator to attend conference in Austin, TX from February 9, 2018 - February 13, 2018. Expenses to include registration, transportation, miscellaneous expenses, and per diem for an updated approximate total of $1,367.68.

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

8. ADMINISTRATIVE UPDATE

Laura Flamion, Operations Manager, and Dr. Barbara Hanek, Administrator Veterinarian, informed the Committee that the new Animal Control Officer (ACO), Jason Pounds, started full time on Monday. This brings the shelter up to full staff for the first time in over 2 years. Dr. Hanek also discussed recent training attended by the ACO staff and herself at Willowbrook Wildlife Center. Animal Care & Control receives many calls regarding wildlife and staff are working on proactive communications for the public including tips on what to do and who to contact.

Ms. Flamion let the Committee know that the department is up to date on processing the Rabies Certificate remittances received from area Veterinarians. Due to short staffing, the shelter had fallen behind in remittances. Animal Care & Control has been working with both internal staff and with the Auditor Department to determine best practices and establish essential controls going forward.
Dr. Hanek updated the Committee on the new spay/neuter vehicle. It has been ordered and she is working with the manufacturer on the external wrap design. Animal Care & Control also continues to work with Animal Arts and the County's Architects on the new Phase II shelter design.

9. OLD BUSINESS
No Old Business

10. NEW BUSINESS
No New Business

11. ADJOURNMENT
Chairman Krajewski adjourned the meeting at 10:40am.
1. CALL TO ORDER

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

2. ROLL CALL

PRESENT: Anderson, Eckhoff (10:33 AM), Krajewski, Noonan, Puchalski, Wiley
ABSENT: Member Eckhoff arrived at 10:33 AM.

3. PUBLIC COMMENT

No Public Comment

4. CHAIRMAN'S REMARKS

No Chairman's Remarks

5. MINUTES APPROVAL

A. Animal Care and Control Committee - Regular Meeting - Feb 6, 2018 10:30 AM

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

Member Eckhoff arrived at 10:33 AM.

6. OTHER ACTION ITEMS

A. Authorization for Overnight Travel -- Animal Caretaker Travel for Training in Peoria, IL from March 22, 2018 - March 23, 2018. Expenses to include registration, lodging, mileage, tolls, and per diem for the approximate total of $569.95.
RESULT: APPROVED [UNANIMOUS]
MOVER: Sean T Noonan, District 2
SECONDER: Janice Anderson, District 5
AYES: Anderson, Krajewski, Noonan, Puchalski, Wiley
ABSENT: Eckhoff

Member Eckhoff arrived at 10:33 AM.

B. Authorization for Overnight Travel -- Veterinary Technician Travel for Training in Peoria, IL from March 22, 2018 - March 23, 2018. Expenses to include registration, lodging, mileage, tolls, and per diem for the approximate total of $569.95.

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

Member Eckhoff arrived at 10:33 AM.

7. ADMINISTRATIVE UPDATE
Laura Flamion, Operations Manager, informed the Committee that DuPage Animal Friends (DAF) will be participating in the DuPage Human Race and that all Committee Members are welcome to join their team. Ms. Flamion gave an update on the open ACO position stating that the new hire should begin mid-March per County Board Approval. Chairman Krajewski asked if the Internships and Seasonal positions have been posted. Ms. Flamion stated they are on the County's job posting site and the generic positions are grouped with several other Departments (http://www.dupageco.org/HR/Jobs/35495/). Committee Member Anderson would like the Animal Care and Control Internship and Seasonal positions posted separately and be more specific. In addition to enrollment in the Veterinary Medicine education track at the national VMX Conference earlier in the month, Dr. Barbara Hanek, Administrator Veterinarian, let the Committee know that she was able to meet with many vendors and peers. These contacts and the information gathered will be vital to the upcoming Phase 2 construction project and assisting the DAF Foundation with the purchase of and to equip the new spay/neuter van.

8. OLD BUSINESS
Chairman Krajewski informed the Committee that State Senator John Curran has become a co-sponsor of SB2280 which will ban the sale of puppy mill dogs and cattery cats in Will and DuPage County.
9. NEW BUSINESS
No New Business

10. ADJOURNMENT
Chairman Krajewski adjourned the meeting at 10:36 AM.
<table>
<thead>
<tr>
<th>RESULT:</th>
<th>APPROVED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td>MOVER:</td>
<td>Kevin Wiley, District 6</td>
</tr>
<tr>
<td>SECONDER:</td>
<td>Janice Anderson, District 5</td>
</tr>
<tr>
<td>AYES:</td>
<td>Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley</td>
</tr>
</tbody>
</table>
### PROCUREMENT REVIEW CHECKLIST

**REQUISITION**

This form must accompany all County Purchase Requisitions.

#### NEW PURCHASE ORDER REQUEST

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 30, 2018</td>
<td>$12,275.00</td>
<td>4/1/18 TO 10/31/19</td>
<td>ANIMAL CARE AND CONTROL COMMITTEE</td>
</tr>
</tbody>
</table>

#### SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Completion Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amanda Talsma</td>
<td>01/30/2018 4:04 PM</td>
</tr>
<tr>
<td>Laura Flamion</td>
<td>02/08/2018 4:32 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>02/12/2018 8:12 AM</td>
</tr>
<tr>
<td>James McGuire</td>
<td>03/02/2018 11:36 AM</td>
</tr>
<tr>
<td>Paul Rafac</td>
<td>03/06/2018 12:28 PM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>03/09/2018 11:27 AM</td>
</tr>
<tr>
<td>Animal Care and Control Committee</td>
<td>03/20/2018 10:30 AM</td>
</tr>
</tbody>
</table>
**Decision Memo**

**Procurement Services Division**

This form is required for all Professional Service Contracts over $25,000 and as otherwise required by the Procurement Review Checklist.

<table>
<thead>
<tr>
<th>Requesting Department: Animal Care &amp; Control</th>
<th>Department Contact: Amanda Talsma</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Email: <a href="mailto:amanda.talsma@dupageco.org">amanda.talsma@dupageco.org</a></td>
<td>Contact Phone: x2819</td>
</tr>
<tr>
<td>Vendor Name: Rosehaven Exotic Animal Veterinary Service</td>
<td>Vendor #: 22354</td>
</tr>
</tbody>
</table>

**Date:** Jan 30, 2018

**MinuteTraq (IQM2) ID #:** 11893

**Department Requisition #:** ____________

---

**Action Requested** - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.


---

**Summary Explanation/Background** - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

Includes all required exotic animal veterinary services including but not limited to: Phone consultations, exams, and surgeries (spay/neuter and invasive), along with bales of timothy hay for rabbit and guinea pig cages. Amounts requested on the Purchase Request are based on 2017 usage.

---

**Strategic Impact**

Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

**Quality of Life**

To continue to provide great quality of care to the displaced and unwanted animals of DuPage County.

---

**Source Selection/Vetting Information** - Describe method used to select source.

Put out a quote in 2016 and Rosehaven was the most cost effective (#15-247-BF).

---

**Recommendations/Alternatives** - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

1. Approve the PO as requested.
2. Do not approve the PO.

---

**Fiscal Impact/Cost Summary** - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This will be out of Process Lev 120, 1100 1300 53090 (veterinary services) and 52200 (hay)

FY 2018 and 2019

Total PO: $12,275.00
**Purchase Requisition**

**Procurement Services Division**

**Date:** Jan 30, 2018

**MinuteTraq (IQM2) ID #:** 11893

**Department Req #:**

**RFP, Bid or Quote #:**

---

**Send Purchase Order To:**

- Vendor: Rosehaven Exotic Animal Veterinary Service
  - Vendor #: 22354
- Attn: Susan Brown, DVM
  - Email: rosehavenvet@earthlink.net
- Address: 40W257 Seavey Road
  - City: Batavia
    - State: IL
    - Zip: 60510
- Phone:
- Fax:

**Send Invoices To:**

- Dept: Animal Care & Control
  - Division:
- Attn: Amanda Talsma
  - Email: amanda.talsma@dupageco.org
- Address: 120 N. County Farm Road
  - City: Wheaton
    - State: IL
    - Zip: 60187
- Phone: 630-407-2800
- Fax: 630-407-2801

**Send Payments To:**

- Vendor: Rosehaven Exotic Animal Veterinary Service
  - Vendor #: 22354
- Attn: Susan Brown, DVM
  - Email: rosehavenvet@earthlink.net
- Address: 40W257 Seavey Road
  - City: Batavia
    - State: IL
    - Zip: 60510
- Phone:
- Fax:

**Payment Terms:**

<table>
<thead>
<tr>
<th>Use for</th>
<th>F.O.B.</th>
<th>PO 20 Delivery Date</th>
<th>Requisitioner</th>
</tr>
</thead>
<tbody>
<tr>
<td>PO25 only</td>
<td>PER 50 ILCS 505/1</td>
<td>Contract Administrator</td>
<td>Amanda Talsma</td>
</tr>
</tbody>
</table>

**Ship To:**

- Dept: Animal Care & Control
  - Division:
- Attn: Amanda Talsma
  - Email: amanda.talsma@dupageco.org
- Address: 120 N. County Farm Road
  - City: Wheaton
    - State: IL
    - Zip: 60187
- Phone: 630-407-2800
- Fax: 630-407-2801

**PO25 only**

---

<table>
<thead>
<tr>
<th>LN</th>
<th>Qty</th>
<th>UOM</th>
<th>Item Detail (Product #)</th>
<th>Description</th>
<th>FY</th>
<th>Dept #</th>
<th>Acctg Unit</th>
<th>Acct #</th>
<th>Sub-Accts and/or Activity #</th>
<th>Unit Price</th>
<th>Extension</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Hay</td>
<td></td>
<td>18 &amp; 19</td>
<td>1100</td>
<td>1300</td>
<td>52200</td>
<td>720.00</td>
<td>720.00</td>
<td>11,555.00</td>
</tr>
<tr>
<td>2</td>
<td>1</td>
<td>EA</td>
<td>Exams and Surgeries</td>
<td></td>
<td>18 &amp; 19</td>
<td>1100</td>
<td>1300</td>
<td>53090</td>
<td>720.00</td>
<td>720.00</td>
<td>11,555.00</td>
</tr>
</tbody>
</table>

**Requisition Total:** $12,275.00

---

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
January 18, 2018

Below find my rates for exotic animal veterinary services at DCACC for 2018.

<table>
<thead>
<tr>
<th>Service</th>
<th>Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hay bale each</td>
<td>$8.00</td>
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<tr>
<td>Exams at shelter (hourly rate/prorated)</td>
<td>$30.00</td>
</tr>
<tr>
<td>Surgery – OVH (female rabbit)</td>
<td>$70.00</td>
</tr>
<tr>
<td>Surgery – Castration (male rabbit)</td>
<td>$35.00</td>
</tr>
<tr>
<td>Surgery - Other (Hourly rate/prorated)</td>
<td>$130.00</td>
</tr>
</tbody>
</table>

Sincerely,

Susan A. Brown, DVM
40W257 Seavey Road
Batavia, IL 60510
rosehavenvet@earthlink.net
### Procurement Review Checklist

**Procurement Services Division**

This form must accompany all Purchase Order Requisitions

Attach Required Vendor Ethics Disclosure Statement

<table>
<thead>
<tr>
<th>Vendor: Rosehaven Exotic Animal Veterinary Service</th>
<th>Vendor #: 22354</th>
<th>Contract Term:</th>
<th>Contract Total: $12,275.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dept: Animal Care &amp; Control</td>
<td>Contact: Amanda Talsma</td>
<td>Phone: 8219</td>
<td>Assigned: Animal Care &amp; Committee: Control</td>
</tr>
</tbody>
</table>

**Description of Procurement/Scope of Work/Background**  
Includes all exotic animal services including but not limited to: On and Off Site Consultations, On and Off Site Exams, On and Off Site Surgeries, and bales of hay for rabbit and guinea pig cages. Contract Term: 4/1/2018 - 10/31/2019.

**Reason for Procurement**  
To receive exotic animal veterinary services and bales of hay.

### FUNDING SOURCE

- [x] Procurement budgeted for (FY and budget code(s)): FY 18 and 19, 1100-1300-53090 and 1100-1300-52200
- [ ] Budget Transfer (Date) Add'l Information

### DECISION MEMO NOT REQUIRED

- [ ] LOWEST RESPONSIBLE QUOTE # or BID # (QUOTE < $25,000, BID ≥ $25,000; attach Tabulation)
- [ ] RENEWAL Enter Bid # Intergovernmental Agreement
- [ ] SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00 Public Utility
- [ ] PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

### DECISION MEMO REQUIRED

- [ ] Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
- [ ] EXPLANATION OF REQUEST FOR PROPOSAL RFP # (include Evaluation Summary if applicable)
- [ ] RENEWAL OF RFP #
- [ ] PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 50 ILCS 510/2 (Architects, Engineers and Land Surveyors)
- [x] OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
- [ ] REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
- [ ] OTHER THAN LOWEST RESPONSIBLE, BID #

### PREPARED BY AND APPROVAL(S) (Initials Only)

- **AMT** 1/30/18
- **SJS** 1/30/18

**Prepared By**  **Date**  **Recommended for Approval**  **Date**  **IT Approval, if required**  **Date**

### REVIEWED BY (Initials Only)

- **GMB** 2/15/18  **DMP**

**Buyer**  **Date**  **Procurement Officer**  **Date**

**Chief Financial Officer**  **Date**  **Chairman’s Office**  **Date**

(Decision Memos Over $25,000)  (Decision Memos Over $25,000)
<table>
<thead>
<tr>
<th><strong>RESULT:</strong></th>
<th>APPROVED [UNANIMOUS]</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>MOVER:</strong></td>
<td>Janice Anderson, District 5</td>
</tr>
<tr>
<td><strong>SECONDER:</strong></td>
<td>Sean T Noonan, District 2</td>
</tr>
<tr>
<td><strong>AYES:</strong></td>
<td>Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley</td>
</tr>
</tbody>
</table>
Requisition under 25k dollars

PROCUREMENT REVIEW CHECKLIST
REQUISITION
This form must accompany all County Purchase Requisitions.

<table>
<thead>
<tr>
<th>DATE SUBMITTED</th>
<th>CONTRACT TOTAL AMOUNT</th>
<th>CONTRACT TERM</th>
<th>REQUESTING DEPT.</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 7, 2018</td>
<td>$18,000.00</td>
<td>10/1/17 - 9/30/18</td>
<td>ANIMAL CARE AND CONTROL COMMITTEE</td>
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</tbody>
</table>

SOLICITATION METHOD FOR SOURCE SELECTION

<table>
<thead>
<tr>
<th>Name</th>
<th>Status</th>
<th>Date/Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amanda Talsma</td>
<td>Completed</td>
<td>03/07/2018 9:55 AM</td>
</tr>
<tr>
<td>Barbara Hanek</td>
<td>Completed</td>
<td>03/08/2018 10:39 AM</td>
</tr>
<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/08/2018 11:11 AM</td>
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<tr>
<td>James McGuire</td>
<td>Completed</td>
<td>03/12/2018 8:46 AM</td>
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<tr>
<td>Paul Rafac</td>
<td>Completed</td>
<td>03/12/2018 9:51 AM</td>
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<tr>
<td>Kathy Ostrowski</td>
<td>Completed</td>
<td>03/13/2018 10:33 AM</td>
</tr>
<tr>
<td>Animal Care and Control Committee</td>
<td>Completed</td>
<td>03/20/2018 10:30 AM</td>
</tr>
</tbody>
</table>
### Purchase Requisition

**Procurement Services Division**

**Date:** Mar 7, 2018

**MinuteTraq (IQM2) ID #:** 12190

**Department Req #:**

**RFP, Bid or Quote #:**

---

<table>
<thead>
<tr>
<th><strong>Send Purchase Order To:</strong></th>
<th><strong>Send Invoices To:</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Vendor:</strong> Nicor Gas</td>
<td><strong>Dept:</strong> Animal Care &amp; Control</td>
</tr>
<tr>
<td><strong>Vendor #:</strong> 10057</td>
<td><strong>Division:</strong></td>
</tr>
<tr>
<td><strong>Attn:</strong> Email</td>
<td><strong>Attn:</strong> Amanda Talsma</td>
</tr>
<tr>
<td><strong>Address:</strong> P.O. Box 5407</td>
<td><strong>Email:</strong> <a href="mailto:amanda.talsma@dupageco.org">amanda.talsma@dupageco.org</a></td>
</tr>
<tr>
<td><strong>City:</strong> Carol Stream</td>
<td><strong>City:</strong> Wheaton</td>
</tr>
<tr>
<td><strong>State:</strong> IL</td>
<td><strong>State:</strong> IL</td>
</tr>
<tr>
<td><strong>Zip:</strong> 60197-5407</td>
<td><strong>Zip:</strong> 60187</td>
</tr>
<tr>
<td><strong>Phone:</strong> 888-642-6748</td>
<td><strong>Phone:</strong> 630-407-2800</td>
</tr>
<tr>
<td><strong>Fax:</strong> Fax</td>
<td><strong>Fax:</strong> 630-407-2801</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Send Payments To:</strong></th>
<th><strong>Ship To:</strong></th>
</tr>
</thead>
<tbody>
<tr>
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<td><strong>Dept:</strong> Animal Care &amp; Control</td>
</tr>
<tr>
<td><strong>Vendor #:</strong> 10057</td>
<td><strong>Division:</strong></td>
</tr>
<tr>
<td><strong>Attn:</strong> Email Email</td>
<td><strong>Attn:</strong> Amanda Talsma</td>
</tr>
<tr>
<td><strong>Address:</strong> P.O. Box 5407</td>
<td><strong>Email:</strong> <a href="mailto:amanda.talsma@dupageco.org">amanda.talsma@dupageco.org</a></td>
</tr>
<tr>
<td><strong>City:</strong> Carol Stream</td>
<td><strong>City:</strong> Wheaton</td>
</tr>
<tr>
<td><strong>State:</strong> IL</td>
<td><strong>State:</strong> IL</td>
</tr>
<tr>
<td><strong>Zip:</strong> 60197-5407</td>
<td><strong>Zip:</strong> 60187</td>
</tr>
<tr>
<td><strong>Phone:</strong> 888-642-6748</td>
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</tr>
<tr>
<td><strong>Fax:</strong> Fax Fax Fax</td>
<td><strong>Fax:</strong> 630-407-2801</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Payment Terms</strong></th>
<th><strong>F.O.B.</strong></th>
<th><strong>PO 20 Delivery Date</strong></th>
<th><strong>Requisitioner</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>PER 50 ILCS 505/1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Use for PO25 only</td>
<td></td>
<td></td>
<td></td>
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<tr>
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</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Use for PO25 only</strong></th>
<th><strong>Contract Administrator</strong></th>
<th><strong>Contract Start Date</strong></th>
<th><strong>Contract End Date</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Amanda Talsma</td>
<td>10/1/17</td>
<td>9/30/18</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>LN</strong></th>
<th><strong>Qty</strong></th>
<th><strong>UOM</strong></th>
<th><strong>Item Detail (Product #)</strong></th>
<th><strong>Description</strong></th>
<th><strong>FY</strong></th>
<th><strong>Dept #</strong></th>
<th><strong>Acct #</strong></th>
<th><strong>Sub-Accts and/or Activity #</strong></th>
<th><strong>Unit Price</strong></th>
<th><strong>Extension</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>EA</td>
<td>Natural Gas</td>
<td>17 &amp; 18</td>
<td>1100</td>
<td>1300</td>
<td>53220</td>
<td></td>
<td>18,000.00</td>
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| **Requisition Total** | $18,000.00 |

**Header Comments** (these comments will appear on the PO20 and PO25 Purchase Order):

**Special Instructions/Comments to Buyer or Approver** (these comments will NOT appear on the Purchase Order):

**User Department Internal Notes** (these comments will NOT appear on the Purchase Order):
Procurement Review Checklist

Vendor: Nicor Gas  
Vendor #: 10057  
Contract Term: 1 Year  
Contract Total: $18,000.00  
Dept: Animal Care & Control  
Contact: Amanda Talma  
Phone: x8219  
Assigned: Animal Care & Committee: Control

Description of Procurement/Scope of Work/Background: Natural gas utility service for animal shelter. Contract total is $18,000.00.

Reason for Procurement: Basic natural gas utility service required to operate the animal shelter facility.

FUNDING SOURCE:

☐ Procurement budgeted for (FY and budget code(s)): FY 17 and 18, 1100-1300-53220, Process Lev 120
☐ Budget Transfer (Date)  
Add'l Information

DECISION MEMO NOT REQUIRED:

☐ LOWEST RESPONSIBLE QUOTE # or Bid # __________________________ (QUOTE < $25,000, Bid ≥ $25,000; attach Tabulation)
☐ RENEWAL, Enter Bid # __________________________  
☐ Intergovernmental Agreement
☐ SOLE SOURCE per DuPage County Purchasing Ordinance, Article 4-102(5) (attach Sole Source Justification form)
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (d) IT/Telecom purchases under $35,000.00  
☐ Public Utility
☐ PER 55 ILCS 5/5-1022 'Competitive Bids' (c) not suitable for competitive bidding. Explain below:

DECISION MEMO REQUIRED:

☐ Cooperative Procurement (DPC4-107) or Government Joint Purchasing Act Procurement (30ILCS525)
☐ EXPLANATION OF REQUEST FOR PROPOSAL RFP # __________________________ (include Evaluation Summary if applicable)
☐ RENEWAL OF RFP #
☐ PROFESSIONAL SERVICES EXCLUDED per DuPage Ordinance (4-108) and 5D ILCS 5/10/2 (Architects, Engineers and Land Surveyors)
☐ OTHER PROFESSIONAL SERVICES (detail vetting process on Decision Memo)
☐ REQUEST WAIVER OF COUNTY BID RULES (only allowable to Statutory Limits)
☐ OTHER THAN LOWEST RESPONSIBILE, BID #

PREPARED BY AND APPROVAL(S) (Initials Only)

AMT 3/7/18  
Recommended for Approval 3/18

REVIEWED BY (Initials Only)

Buyer 3/12/18  
Procurement Officer 3/12/18

Chief Financial Officer 2/12/18  
Chairman's Office 2/12/18

Date  
Date

Packet Pg. 16

FORM OPTIMIZED FOR ADOBE READER VERSION 9 OR LATER
Other Action Item
17-18-417

Request Date: 3/7/2018  
Account Code: 1100-1300

<table>
<thead>
<tr>
<th>Purpose of Trip: (explain fully the necessity of making the trip)</th>
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<tbody>
<tr>
<td>Resubmitting as the Volunteer/Rescue/Foster Coordinator purchased airfare for the other two attending employees. The American Pets Alive! Conference is an ideal conference for those open admission shelters looking to increase their live release rates and discover the best practices embraced by the most progressive animal shelters across the country. The APA! Conference will provide an opportunity to speak with experts in open admission shelter management, animal care and welfare. We recommend sending members of our leadership and senior team including the Volunteer/Foster/Rescue Coordinator who will have the opportunity to meet, learn from and network with leaders in the progressive animal sheltering industry. Seminar topics include unique presentations divided into the following educational tracks: Dogs, Cats, Organization Building and Sustaining, Politics/Community. With this in mind we recommend also sending our Humane Initiatives &amp; Special Projects Manager and our Senior Animal Caretaker who will benefit the most from the information shared and relationships forged.</td>
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| Date of Departure: 2/9/2018  
Date of Return Arrival: 2/13/2018 |
| (Please include a detailed explanation if different from official business dates) |
| As the conference begins at 8:00am on Saturday, February 10th, we are requesting the additional hotel night for Friday, February 9th. Additionally, private tours of the local Austin facilities and programs take place on Friday, February 9th & Tuesday, February 13th, warranting an additional night's stay on Monday, February 12th. Note: lodging cost includes all (3) employee hotel rooms to be placed on Manager's credit card. |

**Please indicate the estimated amount for each applicable expense.**

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Enacted and approved this 27th day of March, 2018 at Wheaton, Illinois.

______________________________________________
DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD
Other Action Item

17-18-417

Attest: _________________________________

PAUL HINDS, COUNTY CLERK

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<th>RESULT:</th>
<th>APPROVED [UNANIMOUS]</th>
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<tr>
<td>MOVER:</td>
<td>Kevin Wiley, District 6</td>
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<tr>
<td>SECONDER:</td>
<td>Sean T Noonan, District 2</td>
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<tr>
<td>AYES:</td>
<td>Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley</td>
</tr>
</tbody>
</table>

Packet Pg. 18
Tickets

SAT, FEB 10, 2018, 9:00 AM – MON, FEB 12, 2018, 6:00 PM CST

Enter Promotional Code

Late Registration
$250.00 + $5.99 FEE
Sales end on February 12

2017 No Kill Handbook (only available to conference attendees)
$35.00 + $1.69 FEE
Sales end on February 12

White AmPA! T-shirt
$14.00 + $1.27 FEE
Sales end on February 12

Support the cause. Donate here!
DONATION
Sales end on February 12
Fees will be calculated before you place your order.

QTY: 0

ORDER NOW
GENERAL

Opening Talk: How Austin Did It, with Dr. Ellen Jefferson and Ryan Clinton
Saturday, February 10, 2018 - 8:00 am - 8:50 am
This opening session is designed to give you context about the obstacles, the challenges, the successes and the strategies that made Austin, TX the largest truly No Kill (counting all animals entering the shelter) City in America. You will leave motivated and excited for doing the same thing in your community!

Smart No Kill Road Mapping- No Duplication of Effort in Your Community is Key - Ellen Jefferson, Brent Toellner, Ryan Clinton
Saturday, February 10, 2018 - 9:00 am - 9:50 am
This session is the second step in your journey at AmPA. It will be a step by step tutorial on focusing your work so that it is additive, not duplicative or worse yet inconsequential. You will need to come prepared to take notes and write down questions that you need to know about your community's shelter. You will even leave with an understanding of costs and humanpower needs to accomplish various gap filling. This is not rocket science and we know you can do it! We will show you exactly how!

KEY NOTE ADDRESS Alan Graham of Community First
Saturday, February 10, 2018 - 12:00 pm - 1:00 pm
Alan Graham, founder and CEO of Mobile Loaves & Fishes and the groundbreaking Community First! Village, will discuss the issues surrounding human homelessness and how our human institutions are much like those for animals. He will talk about the future of helping people and how that contributes and compares to animal homelessness in this lunch keynote.

Closing - Ryan Clinton, Ellen Jefferson, Lee Ann Shenfield
Monday, February 12, 2018 - 12:00 pm - 1:00 pm
Wrap up a weekend of learning and get inspired! Ask questions and get answers that will help you turn your own communities into no-kill communities.

TRACK 1: CATS ALIVE!

Secret Recipe- What You Need to Know to Make a 5-12K Intake Municipal Shelter Reach >90%
Panel - Cheryl Schneider, Brent Toellner
Saturday, February 10, 2018 - 10:00 am - 10:50 am
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is setup to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community's save rate up.

Cats are not Small Dogs: Changing the Shelter System to Save More Cats with Monica Frenden
Saturday, February 10, 2018 - 11:00 am - 11:50 am
Animal sheltering in the US began in the 1800's to protect the public from stray dogs and livestock. At some point, cats got added to the mix, but the shelter industry did not change to accommodate a new species with unique needs. A system that was built for dogs is still the model applied to cats. As a result, 70% of cats who enter our nation's shelters each year are killed. Relegated to "second class citizens", the US shelter system is failing cats. What changes do we need to make in our industry, in our programs, and in our communities to change this? We'll take a historical look at where we've been, where we're going, and most importantly, what needs to happen next to finally stop the killing.

Rescuing from Euthanasia List Panel with Palmer Neuhaus and Frances Flower, Clare Callison
Saturday, February 10, 2018 - 1:00 pm - 1:50 pm
This panel explores why it is important to understand exactly who is dying in your municipal shelter and how to get them out alive. Three experts on dogs and cats will talk about the strategies that have helped them save the most lives and to keep them from saving lives that were already saved.

Saving all the Bottle Baby Kittens: From Nursery to Foster Presentation by Casandra Mensing
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm
Austin Pets Alive! has saved over 7,500 neonatal kittens since 2009. In this is a two-part presentation, we'll cover how to start and build a bottle baby nursery, plus how to create a foster network for neonates. During the first hour, Casandra Mensing will share her experience running APAI's Nursery, from its meager beginnings to the groundbreaking phenomenon that it is today. In the second hour, Rachel Sherinian will focus on finding, training, and retaining specialized foster families for kittens, whether you have a nursery or not. This presentation will give you the tools to start saving kittens in your community today. Don't miss finding out how we proved the experts wrong and surpassed a 90% survival rate!

Fighting Fungus: Treat, Foster and Adopt Cats and Kittens with Ringworm Presentation with Kristen Hansen
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm
Tens of thousands of cats are euthanized each year solely because they have been diagnosed with ringworm, a highly contagious but highly treatable skin infection about as serious as Athlete's Foot. This workshop will provide you with information on how to identify, house, and treat cats infected with ringworm. From decontamination and medication to adoptions, we will empower you with knowledge to begin saving ringworm cats today.

Maddie's® Idea Lab: Saving Lives and Spreading Good Ideas by Sheila D'Arpino from Maddie’s Fund®
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm
Maddie’s® Idea Lab supports the implementation and assessment of innovative ideas that have a high likelihood of advancing lifesaving of dogs and cats, the utilization of foster care for dogs and cats or animal welfare leadership. Come to this lecture to find out what we’ve learned and how these ideas are saving lives. We’ll talk about several different projects, including results from an adult foster dog program, our national playgroup survey, market research about foster caregivers, as well as the behavior and health of adopted and fostered pets via the Maddie's Pet Assistant mobile app.

By the Thousands: High Volume Cat Foster Program by Ashley Middleton
Sunday, February 11, 2018 - 8:00 am - 8:50 am
Fosters often mean the difference between life and death for cats in the shelter. They are essential in addressing overcrowding issues, shelter behavior problems, and providing personalized care for medical
conditions. Austin Pets Alive’s Cat Foster Manager will discuss how to recruit foster homes, place cats in foster, and maintain a foster network. The Austin Pets Alive! Cat Foster Program places thousands of cats in over 650 foster homes a year, and you can, too!

Shelter Pet Marketing is Not Adoption Counseling Presentation with Mike Ryan, Monica Frenden, Kristen Auerbach
Sunday, February 11, 2018 - 9:00 am - 9:50 am
We, animal welfare advocates, tend to try to do a lot of things at once. This is one area that we need to slow down and take it one step at a time. Marketing, unless it is for a pharmaceutical that requires a laundry list of possible side effects, is about putting your best foot forward. Since pets don’t know how to market, they need you to be the savviest marketer around to save their lives and give people the opportunity to fall in love. Come learn what works!

Cat Adoptions, From Zero to Infinity Workshop with Monica Frenden
Sunday, February 11, 2018 - 10:00 am - 11:50 am
Too many cats, not enough adopters? In this seminar, you’ll learn how APAI went from 721 cat adoptions per year, to 3,540! Starting from scratch with no shelter and no budget through managing a population of 1,000+ cats, this seminar has something for every cat rescuer. We’ll discuss adoption options for those without a shelter facility; growing adoptions at a facility; and how progressive adoptions, marketing, policies, and practices enable APAI to place thousands of cats each year while maintaining quality adoptions and a low return rate.

Medical Care for the Sheltered Masses Panel with Ellen Jefferson, Andrea Birkelbach, Gabby Uresti, Jordana Moerbe
Sunday, February 11, 2018 - 1:00 pm - 1:50 pm
Medical care for shelter pets is one of the hardest resources to secure both in terms of funding and in No Kill skillset. In this engaging panel, find out how vets, clinic managers, and executive directors find the wherewithal to treat all the pets that need their help. Find out how they overcome common and not so common obstacles and what they do when the deck is stacked too high against them.

Shelter Medical Treatment on a Shoestring Budget Workshop with Dr. Ellen Jefferson, Dr. Alexis Bardzinski and Jordana Moerbe
Sunday, February 11, 2018 - 2:00 pm - 3:50 pm
The unfortunate truth is that it costs a lot less to kill pets than to save them, especially when it pertains to medical costs. In this interactive workshop, you will hear from 3 seasoned medical experts on how to save lives, spending the least amount of money as possible so that the total “wealth” of medical resources can be spread among all those pets that need them. You will not learn how to save lives using Ivy tower methodology but you will learn cutting edge ways to save money, time, and lives so pets can have pain free lives in homes.

Alternatives to Shelter Surrender Panel with Patty Alexander, April Moore, and Jose Ocano
Sunday, February 11, 2018 - 4:00 pm - 4:50 pm
Think about all the work that goes into sheltering a pet and finding it a new home. What if you could just help that pet keep the home it already has? Animal sheltering hasn’t been the friendliest to people who need help keeping their pets but these panelists have direct experience running programs that are focused on helping people who love their pets actually keep them. It saves time and money in the long run and doesn’t break the bond between pet and pet parent which can be very detrimental (think separation anxiety). No Kill is about doing everything we can to prevent a pet’s death and that has to include keeping pets from needing the shelter.

Creating a Successful Barn Cat Program Presentation with Monica Frenden
Sunday, February 11, 2018 - 5:00 pm - 5:50 pm
Often considered unadoptable and overlooked for rescue, feral and fractious cats can be saved through a progressive Barn Placement Program and given a new lease on life as working cats. Learn how to start a barn program from scratch, including selecting cats appropriate for barn placement, finding quality homes, proper relocation procedures, and safe handling and sheltering practices. The Austin Pets Alive! Barn Cat Program saves hundreds of feisty cats each year that would otherwise be slated for euthanasia, and you can, too!

**Sending Cats Home: Municipal Shelter Programs to Keep Cats in their Communities by Jordan Craig, Marisa Ledesma, Michelle Dosson**  
**Monday, February 12, 2018 - 8:00 am - 8:50 am**  
Learn about the City’s progressive program that returns community cats that enter the city shelter as strays back to their environment after spay/neuter. This workshop will give you the details of the program from intake to release.

**No Cat Left Behind: How to Get Special Needs Cats Adopted, with Monica Freunden**  
**Monday, February 12, 2018 - 9:00 am - 10:50 am**  
FIV, Feline Leukemia, renal failure, elderly, chronically ill, behaviorally challenged. Every rescue struggles with getting 'special needs' cats adopted. The majority of cats taken in by Austin Pets Alive! would be considered 'special needs' by most shelter standards, but APAI believes these are lives worth saving and has shown they can be adopted. Learn how to place special needs cats through innovative programs, marketing, and adopter support to help you leave no cat left behind!

Objectives - Attendees will learn about programs and incentives that help special cats find special homes, marketing special needs cats, and how to keep them in their homes should problems arise.

**Recruiting and Managing Volunteers That are as Valuable as Staff Presentation with Monica Danger**  
**Monday, February 12, 2018 - 11:00 am - 11:50 am**  
Volunteers are the cornerstone to any non-profit organization, but how do you recruit and train when you are wearing so many hats? Learn basic volunteer recruitment strategies, that are easy and free to implement, to give you more time to focus on the rest of your lifesaving duties!

**Bottle Baby Kittens: From Nursery to Foster Masterclass by Casandra Mensing, Beckie Shafer, Gloria Hudson, Dr Bardzinski**  
**Monday, February 12, 2018 - 1:00 pm - 2:50 pm**  
Casandra Mensing will lead this Masterclass in small groups discussing what steps attendees need to take to develop or further the life-saving of kittens in their communities to include prioritization of pulls, recruiting and managing fosters, and improving survival rates.

**Cat lifesaving Masterclass with Monica Freunden, Ashley Middleton, Jordan Craig, Jordana Moerbe, Kristen Hansen, Alexis Bardzinski**  
**Monday, February 12, 2018 - 3:00 pm - 5:50 pm**  
In the Cat Lifesaving Masterclass, you will have the opportunity to sit in small groups with a few different "masters" in the industry, such as Austin Pets Alive!'s Monica Freunden and Dr. Alexis Bardzinski, to discuss the obstacles that you face in your community in saving cats. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPAA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics. This will be engaging, enlightening, and fun!
TRACK 2: DOGS ALIVE!

Secret Recipe - What you need to know to make a <2K Intake Municipal Shelter Reach >90% Panel
Kari Bailey, Jackie Carey
Saturday, February 10, 2018 - 10:00 am - 10:50 am
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is setup to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community’s save rate up.

Overcoming Obstacles for the Big Dogs Panel with Rebecca Guinn, Aimee Sadler, Cheryl Schneider, Clare Callison (Mike Kaviani moderate)
Saturday, February 10, 2018 - 11:00 am - 11:50 am
In this panel, our experts, who represent various roles within the industry, will answer your questions and discuss strategies for common obstacles big dogs in shelters face and how to overcome them.

Secrets to Large Volume Dog Foster Programs Panel with Ann Lindholm, Lorian Epstein, Kelly Duer
Saturday, February 10, 2018 - 1:00 pm - 1:50 pm
Come hear from experts what it takes to save a lot of dogs through foster, how to conquer the biggest challenges, and how to start.

Creating and Growing a Dog Foster Network Presentation with Ann Lindholm and Kelly Duer
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm
With a viable foster program it’s possible to begin saving lives and transforming your community to no-kill, even if you don’t have a shelter. Learn how to build a successful foster program that can grow with your organization by developing teams of volunteers you will be able to expand your capacity to save more animals. Kelly Duer will close the session with a recap of her work in several communities as a foster program builder and the tactics that she has seen work to jumpstart fostering of large dogs.

Saving the Naughty and Broken Small Dogs Panel with Faith Wright, Palmer Neuhaus, Katie Mellon, and Marcia Chan
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm
Do you know how many small breed dogs are euthanized in your community shelter? In Austin in 2008, it was many more than would have been expected (roughly 500). Did you know that nearly ALL of them are saveable and although many are marked “aggressive”, they rarely are? Our speakers will share with you what APA! does to evaluate these “lap sharks”, gain their trust in a very small amount of time, and save their little lives. They will also discuss how to set them up for success in the shelter, in a foster home, and in a forever home.

The Essentials of Saving the Big Dogs Presentation with Kristen Auerbach, Mike Kaviani, and Clare Callison
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm
Our experts will present the essential programs, best practices, and core philosophies needed to start saving the big dogs in your communities. Think of this presentation as the key ingredients needed to
move towards and achieve 90% for your community’s dogs. There are a variety of speakers to represent different shelter types that have to deal with the same challenges.

**Get Your Pit Bull-Type Dogs Adopted with the Canine Good Citizen-Ready Program Presentation by Carrie Morris**

**Sunday, February 11, 2018 - 8:00 am - 8:50 am**

Through a partnership with Best Friends Animal Society, Austin Pets Alive! embarked on a six month pilot program to test the effectiveness of Canine Good Citizen Training on adoption rates. The results have been jaw-dropping and show a clear adoption rate and length of stay difference between dogs that participate in this program and those that don’t. Come learn about the CGC-Ready Program and how it runs. Learn how one person oversees a team of volunteers to train and find homes for hundreds of dogs every year. This is well worth your time if you rescue dogs that are big, hyper, and unmannered and operate a big shelter. Austin Pets Alive’s CGC-Ready Program has become a hallmark of Austin’s No-Kill success.

**EVERY DOG, EVERY DAY...LET THEM PLAY! – The Impact of Play Groups by Aimee Sadler**

**Sunday, February 11, 2018 - 9:00 am - 9:50 am**

It’s more than just fun and games; play groups save lives! After visiting over 170 shelters across the United States and Canada, the team at Dogs Playing for LifeTM has done more than have a lot of fun playing with dogs. Aimee Sadler, Founder and CEO will share case studies and evidence that playgroups improve the quality of life of dogs and their caretakers. Sadler, who has been directly involved with the development of canine enrichment and behavior programs in animal shelters since 1998, will also share how shelters across the country have effectively used playgroups to facilitate better adoption matching, more accurate sociability assessments, and improved shelter operations. Dogs live to play...we let them pay to live!

**Big Dog Adoption Workshop with Kristen Auerbach, Ryan Plunkett, Marc Peralta**

**Sunday, February 11, 2018 - 10:00 am - 11:50 am**

This workshop will cover specific strategies to get big dogs adopted using innovative marketing, ways to learn more about the many dogs in your care, and customer service that actually saves lives. Presenters will talk about what has served their dogs the best from people skills hacks to adoption event strategies. If big dogs are in your top worries, you will not want to miss this.

**Overcoming Obstacles - The Wisdom of the Warrior by David Meyer**

**Sunday, February 11, 2018 - 1:00 pm - 1:50 pm**

How can you better motivate the public to take the actions you need them to take? How can you get your staff and board members to better understand you and support you instead of opposing you? How can you get funders to be even more supportive and generous? David Meyer has personally taught Chuck Norris, is a multiple time world champion in Jiu Jitsu, and has used the subtle principles of Jiu Jitsu to build support and overcome obstacles in all aspects of life. He used these principles to create Adopt-a-Pet.com, the world’s largest non-profit homeless pet adoption website. He will share these principles with you, and promises they will have immediate application in your daily work.

**Dog and Cat Foster Workshop with Ann Lindholm, Ashley Middleton, Lorian Epstein, Gloria Hudson, and Kelly Duer**

**Sunday, February 11, 2018 - 2:00 pm - 3:50 pm**

Foster programs can be difficult because they involve people and pets, both of which have their own minds! In this workshop, our presenters will answer your high priority questions so that you can gain a
more full understanding of how to limit challenges to recruiting and keeping fosters, keep order and safety in a high volume setting, and most importantly to use the foster system to double or triple your organization's lifesaving capacity. The presenters are experts in dog, cat, and kitten, including special needs, foster programs. You won't want to miss this.

"Venturing past 90: Who are the dogs in the last 10% and how do you save them" Presentation Mike Kaviani and Marian Cannell  
Sunday, February 11, 2018 - 4:00 pm - 4:50 pm  
What should your shelter/community expect when you're ready to push past 90%? What are the dogs like, and how will you save them? Austin’s canine save rate is at or above 96%, and is the largest city in the country at this high of a save rate. Come learn about the behavioral trends we are seeing at each segment of “the last 10 percent”, and learn about the programs that are saving the dogs that have historically been deemed unsaveable. This presentation will be packed with case studies that will put a face to the dogs that still need us once we’ve achieved 90%, and will be representative of the most common challenges and their respective solutions once you venture past 90.

The Decision to Kill for Behavior - Policy and Protocol with Kristen Auerbach and Mike Kaviani  
Sunday, February 11, 2018 - 5:00 pm - 5:50 pm  
How do euthanasia decisions get made in your organization? Do you have a step-by-step process that makes sure every possible solution is explored before an animal is euthanized? Our ten-step, easy-to-follow protocols for medical and behavior euthanasia ensure that animals are only euthanized when there are no other options. Some of the steps to euthanizing an animal include a call to the previous owner, incident confirmation and pleas to external partners. Attendees will receive copies of our euthanasia forms and procedures. They’re designed for municipal shelters but can be used in any organization and they will save more lives!

Recruiting and Keeping Fosters for the Big Dogs Presentation by Kristen Auerbach  
Monday, February 12, 2018 - 8:00 am - 8:50 am  
Does your shelter struggle to achieve live outcomes for medium and large dogs who demonstrate behavioral challenges in the shelter? Do you ever think, “If we could just get them out, they might be okay?” If you answer ‘yes,’ to either of these questions, this talk is for you. You’ll learn proven methods that will help you save 90% or more of dogs with behavioral problems like barrier reactivity and fear-based aggression. This talk, based on a two-year study, will give you practical, easy-to-implement solutions to deal with some of your most challenging dogs, and in most cases, save their lives!

Saving Dogs with Behavior Problems Workshop with Aimee Sadler, Mike Kaviani, and Marian Cannell  
Monday, February 12, 2018 - 9:00 am - 10:50 am  
Dogs with behavior challenges are the single most difficult group of animals to save when undergoing the transformation to No Kill. In this workshop, you will get answers to your top priority questions about how to save them, seemingly against all the odds of space, breed, and behavior. These experts have seen it all and will go over what has worked so that you don’t have to try to start from scratch. This is not easy but it is essential in the road to No Kill.

Saving Parvo Puppies by Dr. Bardzinski and Jordana Moerbe  
Monday, February 12, 2018 - 11:00 am - 11:50 am  
Parvo virus is a major killer of dogs and puppies in shelters. Austin Pets Alive built the first parvo ward that actively takes parvo positive dogs from the community and other shelters for treatment and then placement. We will discuss the way we set it up safely, treatment protocols, testing, decontamination, and volunteer participation. This program is operated on a shoe string and saves 500 lives per year.
Starting Your Lifesaving Organization Masterclass by Ellen Jefferson, Brent Toellner, Kim Waters, Faith Wright, Andrea Birkelbach
Monday, February 12, 2018 - 1:00 pm - 2:50 pm
In the Starting Your Lifesaving Organization Masterclass, you will have the opportunity to sit in small groups with a few different "masters" in the industry, such as Austin Pets Alive!'s Dr. Ellen Jefferson and KC Pet Project's Co-founder, to discuss the obstacles that you'll face in forming a non-profit. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics. This will be engaging, enlightening, and fun!

Dog Behavior Masterclass with Aimee Sadler, Mike Kaviani, Aaron Caldwell, Marian Cannell, Carrie Morris
Monday, February 12, 2018 - 3:00 pm - 5:50 pm
In this informal and intimate setting, attendees will have the opportunity to sit down with the Dog Behavior experts from Dogs Playing for Life and Austin Pets Alive! Each presenter will be ready and willing to offer advice and solutions for your efforts to save the lives of your shelter's "behavior dogs". If you've ever wanted an opportunity to pick the brains of some of the nation's top shelter behavior experts, this is your chance!

TRACK 3: ORGANIZATION BUILDING AND SUSTAINING

Secret Recipe- What you need to know to make a 2-5K Intake Municipal Shelter Reach > 90%
Panel - Lindsey Huffman, Makena Yarbrough, Phil Peckinpaugh
Saturday, February 10, 2018 - 10:00 am - 10:50 am
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is setup to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community's save rate up.

Run Your Organization Like a Business that Saves Lives - Makena Yarbrough
Saturday, February 10, 2018 - 11:00 am - 11:50 am
Makena Yarbrough will share the importance of driving culture and leadership to build and maintain a team of staff and volunteers dedicated the organization's mission. Topics covered will include the following: interviewing, developing core values, dealing with underperforming staff, long range plans, the Board/ED relationship, marketing and developing a real culture for the organization.

Question Everything: The Impact of the History and Language of Animal Sheltering, Ellen Jefferson, Lee Ann Shenfield, Kristen Auerbach
Saturday, February 10, 2018 - 1:00 pm - 1:50 pm
Much of the language we use to talk about sheltering and homeless and homeless pets was inherited from a time when shelters were called pounds and most animals were killed. Today, the ways we talk
about our pets have real life and death consequences. Come find out how changing the words we use can actually reduce needless shelter killing.

Starting from Scratch: Fundraising From Little to Big Presentation with Maggie Lynch  
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm  
What do you need to raise funds effectively when you’re a new or relatively small organization? The first half of this workshop takes you back to the basics first, covering how to build a strong foundation for fundraising, and then covers fundraising specific to animal welfare, which differs from other nonprofit sectors. Real, practical examples of what has worked at Austin Pets Alive! will be covered, including from individual donations through online giving, e-solicits, direct mail and major gifts; grants; events; and support from businesses. The second half of the workshop will cover issues faced by organizations as they grow larger, diving deeper into the details of creating an overall funding strategy, building a strong grants program, and offering a more in-depth look at finding the right balance of fundraising activities according to the characteristics of your own community.

How to Start a No Kill Organization Panel with Ellen Jefferson, Rebecca Guinn, Brent Toellner, Kim Waters
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm
Most of the time, talking about stopping shelter death is not enough. Sometimes, it takes a new organization to make the changes that are needed in your community. This panel will discuss how three organizations of differing sizes made the leap to start. They will talk about getting started on the right foot and how to leverage what you already have to help.

Using Tech to Save Lives Panel: Greg Lucas, Lars Rabbe, David Meyer  
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm  
This panel will discuss using technological tools to save time, money and further advance your mission. They will discuss common pitfalls animal welfare organizations face in understanding/retrieving their own data and ways to overcome them. They will touch on the future of animal welfare through technological advances.

No Kill Guidelines for Animal Care in a No Kill City in 2017 Ellen Jefferson, Kristen Auerbach  
Sunday, February 11, 2018 - 8:00 am - 8:50 am  
This presentation will cover best practices and guidelines to create a No Kill City, including resources needed, ways to build programs on a limited budget, prioritization and philosophy.

Taking No Kill to the Streets: Neighborhood Level Programming Presentation by Lee Ann Shenefiel and April Moore  
Sunday, February 11, 2018 - 9:00 am - 9:50 am  
Wondering how to reduce shelter intake, reduce calls for service to Animal Protection and connect a larger part of your community to your No Kill mission? Ask! Learn about the City of Austin’s new pilot engagement program that is working at a neighborhood level to find out what barriers high intake areas have to keeping pets at home and accessing shelter resources and how Austin will use this to create animal services that work for everyone.

How to Effect Shelter Change from the Outside Workshop with Maureen O’Neill, Ellen Jefferson, Kim Waters  
Sunday, February 11, 2018 - 10:00 am - 11:50 am  
In this interactive workshop, the presenters will discuss how they hold their ground for what they believe is right, even in the face of immense pressure to slow down, compromise, or back off. Holding your ground is not about being
mean or hurtful but is about an unwavering focus on what needs to be done to save lives at a municipal shelter, even when you don't have the power to make the internal changes that would help, and getting from point A to point Z one step at a time. This session is for you if you are in an organization or are an advocate that wants No Kill but don't work within the municipal shelter system.

Motivating your Team In an Underfunded, Super Stressful Field: Managers, Staff and Volunteers Panel with Marc Peralta, Jose Ocano, and Tawnie Hammond
Sunday, February 11, 2018 - 1:00 pm - 1:50 pm
Working together is essential to No Kill. Join us to work to discuss how to work through conflict to become a lifesaving team in this panel.

Fundraising as a Central Component to Lifesaving Workshop with Maggie Lynch, Makena Yarbrough, Karen Hollish
Sunday, February 11, 2018 - 2:00 pm - 3:50 pm
Saving lives is one thing but funding the saving of the lives is another entirely and can be the thing that makes or breaks all the work you do. Come to this interactive workshop to hear how people who understand how fundraising works, connect the dots between the lives in front of you that desperately need you and the sources of income that can make it happen. Each presenter comes from a very different background and the answers to your top fundraising questions that you will get here will be extremely helpful.

What do you stand for? Mobilizing Community and Media Support Panel with Mary Heerwald, Kristen Auerbach, and Sharon Fletcher
Sunday, February 11, 2018 - 4:00 pm - 4:50 pm
We all know that No Kill can't happen without the support of your community - and that includes financially. This panel of three very different professionals will share how to market to build your engagement to grow an army of supporters to increase adoptions, fosters, volunteers and funds!

Transporting Shelter Pets to Safety by Clare Callison
Monday, February 12, 2018 - 8:00 am - 8:50 am
Do you live and work in an area that sees more dogs than can be adopted back into your community? Clare Callison of San Antonio Pets Alive will take you on her journey, from walking the euthanasia list to finding ways to transport dozens of dogs per month out of San Antonio, where there is an enormous street dog population, and into the north where the demand for small and medium (and sometimes large) dogs is still very high. Hear how your average "Texas brown dogs" are making a big splash in places as far as Oregon, Connecticut and even Italy!

Fundraising To Save Lives Masterclass with Makena Yarbrough, Ellen Jefferson, Maggie Lynch, Mary Heerwald, and Mary Ippoliti Smith, Maureen O’Neill, Karen Hollish
Monday, February 12, 2018 - 9:00 am - 10:50 am
In the Fundraising Masterclass, you will have the opportunity to sit in small groups with a few different "masters" in the industry, such as Dr. Ellen Jefferson of Austin Pets Alive! And Mary Ippoliti-Smith of Maddie’s Fund, to discuss the obstacles you’ll face in fundraising. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics with more masters. This will be engaging, enlightening, and fun!

Social Media for No Kill with Kristen Auerbach
Monday, February 12, 2018 - 11:00 am - 11:50 am
There IS a difference and it's a big one! In this session, you'll learn 15 must-know rules for maximizing your lifesaving potential with social media. Kristen speaks and publishes nationally about this subject and her social media guidelines have been featured in Animal Sheltering Magazine, the Huffington Post, BarkPost and on the Animal Farm Foundation blog. Regardless of whether you're a shelter or a rescue or your role in your organization, we promise you'll never look at social media the same way after attending this session!

**Big Dog (in general) Masterclass with Kristen Auerbach, Mike Kaviani, Cheryl Schneider, Clare Callison, Aimee Sadler**  
**Monday, February 12, 2018 - 1:00 pm - 2:50 pm**  
In this informal and intimate setting, attendees will have the opportunity to sit down with a wide range of experts, all of whom represent different backgrounds and can offer unique solutions to your shelter's "big dog" challenges. Don't miss out on this opportunity to ask these experts some of your most burning questions to help you reach the next level with your shelter's big dogs!

**Can't Save Lives without Lots of Volunteers and Fosters Masterclass with Monica Dangler, Ann Lindholm, Kelly Duer, Beckie Shafer, Ellen Jefferson, Ava Lynch, Anna Crockett, April Moore**  
**Monday, February 12, 2018 - 3:00 pm - 5:50 pm**  
Volunteers and fosters are the cornerstone to our work, but how do you recruit and train when you are wearing so many hats? Learn basic recruitment strategies, that are easy and free to implement, to give you more time to focus on the rest of your lifesaving duties!

**TRACK 4: POLITICS / COMMUNITY**

**Secret Recipe- What you need to know to make a >12K Intake Municipal Shelter Reach >90% Panel with Tawny Hammond, Lee Ann Shenefiel, Kristen Auerbach**  
**Saturday, February 10, 2018 - 10:00 am - 10:50 am**  
This session is the third step in understanding how to fill the gaps and reach 90%+ in your community. In this panel, you will hear from a group of municipal (or municipal contract holders) shelter directors whose shelters are finding live outcomes for well over 90% of the all dogs and cats entering their doors. This session is set up to help you understand what a community of your size struggles with, the barriers that can be broken down to get past 90%, and what these directors think are the most important parts of No Kill. The goal we have for you is to leave knowing exactly where your energy is best spent to get your community's save rate up.

**No Kill Political Advocacy (How To) Presentation, Ryan Clinton**  
**Saturday, February 10, 2018 - 11:00 am - 11:50 am**  
Learn how animal advocates in Austin, Texas, put No Kill on the City's public-policy agenda, and how you can do the same for your community. Topics include writing press releases, strategies for communicating with public officials, learning how to handle opposition, and spreading your lifesaving message.

**Know the Law: Liability In Shelters and Rescues, Ryan Clinton**  
**Saturday, February 10, 2018 - 1:00 pm - 1:50 pm**  
Learn how shelters and rescue groups can implement strategies to limit their liability for saving lives. Topics will include risk reduction, lawsuits, insurance, and policy protocols. Your lawyer will thank you for attending.

**Animal Protection as an Alternative to Animal Control: Increasing Your**
Community's Power to Save Lives, Support Each Other, and be More Humane with Lee Ann Shenefiel, Mark Sloat, April Moore
Saturday, February 10, 2018 - 2:00 pm - 3:50 pm
Austin's Animal Protection team helps keep Austin No Kill. How? Through a proactive engagement-based approach that redefines animals "in need," values the human-animal bond and engages community members and shelter staff and volunteers in solving for animals' needs together. Learn what policies and programs provide the foundation for this program, how it reduces intake and creates lifesaving outcomes, how to measure the success of a program not based on citations and stray impounds as well as strategies for keeping communities safe from dangerous animals and pets safe from neglect and cruelty that don't compromise lifesaving.

How to Raise What You Need to Save Lives Panel with Maggie Lynch, Maureen O'Neill, Makena Yarbrough, Mary Ippoliti Smith, Karen Hollish
Saturday, February 10, 2018 - 4:00 pm - 4:50 pm
Join this panel for an engaging conversation about the big F: Fundraising! -- a necessary part of saving lives. Hear from a group of funders and fundraisers on their pearls of wisdom, their cautionary tales, and examples that we can all use to save lives.

Getting Your Government's Attention: Engaging Local Leadership in Making Change - Mike Martinez, Larry Tucker, Laura Morrison
Saturday, February 10, 2018 - 5:00 pm - 5:50 pm
City Council was instrumental to getting No Kill passed and achieved in Austin. Recent City Council Member Mike Martinez was not aware of the shelter death rate that existed until he started listening to what No Kill advocates were asking for. Mike is a dynamic speaker and he will share with you what made him "hear" the problem clearly and make decisions and actions to not only support No Kill but champion it while he served on Council. His experience and advice will help any community reach the leaders and effect change.

Mass Marketing the Euthanasia List Presentation, with Clare Callison
Sunday, February 11, 2018 - 8:00 am - 8:50 am
When San Antonio Pets Alive! first embarked on saving lives in San Antonio, there were dozens to over a hundred dogs on the euthanasia list daily. There was no way that one organization was going to be able to save so many. Defying norms, SAPA! created a system to alert as many people as possible, from all over the globe, about the animals who would be losing their lives that day. The work to create the alert and the alert message itself is upsetting and heartbreaking but as a result thousands of pets keep their lives per year, dozens per day. Come find out how you can do the same at your shelter and leverage your time to help others help pets.

Step by Step How to Make Decisions When Pulling From the Euthanasia List by Frances Flower and Palmer Neuhaus
Sunday, February 11, 2018 - 9:00 am - 9:50 am
How to create a sustainable rescue program that relies solely on volunteers to assess animals on the euthanasia list and save the most lives it can that are out of other options for a live outcome. Frances Flower and Palmer Neuhaus have been on the rescue team since APA's program began in 2009. They will share how to start an evaluation and rescue program and how to keep it going as well as how to get the most information out of your time with the animals at risk.

How to Effect Shelter Change from the Inside Workshop with Makena Yarbrough, Lee Ann Shenefiel, Cheryl Schneider, Karl Bailey, Phil Peckinpaugh
Sunday, February 11, 2018 - 10:00 am - 11:50 am
In this workshop, you will hear 4 different municipal shelter leaders who have made change happen by running their municipal shelter. The audience will select the questions that they are the most interested in and the presenters will talk about how to effect change simply by stepping up to take the job of director, regardless of the limitations they were given. You will hear how perseverance and focus can turn into No Kill.

Communicating in Crisis Panel with Brent Toellner, Sharon Fletcher, Mary Heerwald, Meredith Young, Lars Rabbe
Sunday, February 11, 2018 - 1:00 pm - 1:50 pm
Guess what, *%%^%% happens. It happens to every organization. You can put your head in the sand or you can deal with it. Come learn how to work with the media to engage the community and respond to criticisms and crises to promote greater trust within your community and transparency into your organization.

Animal Control at the Heart of No Kill Workshop with Lee Ann Shenefiel, Mark Sloat, April Moore, Phil Peckinpaugh
Sunday, February 11, 2018 - 2:00 pm - 3:50 pm
Lifesaving doesn't just happen within the walls of a shelter or a foster's home. Austin's animal protection officers save lives on the streets every day by helping residents keep their pets and intervening on behalf of animals (and people) in need with services and policies that recognize and value the human-pet bond and ensure only the animals most at risk are intaked at the shelter. Bring your questions for how to build an animal control program that maximizes lifesaving and positive community interactions without de-emphasizing public health and safety or putting pets in harm's way.

Understanding and Changing Cat Ordinances by Rebekah Dehaven
Sunday, February 11, 2018 - 4:00 pm - 4:50 pm
Communities all over the nation have ordinances or policies in place that promote Trap-Neuter-Return and protect cats. But there are also ordinances out there that are harmful to cats and make TNR more difficult for caregivers. You do not have to pass a law to do TNR, but if your town is considering passing an ordinance affecting cats—or if you want to change an existing law that is harming cats—this session is for you.

You'll also learn how to build connections with elected officials, and how to discuss cat policies with key decision makers.

Pet Redemption Toolkit by Donna Casamento of Found Animals and Stephanie Martens of Lost Dogs of Texas
Sunday, February 11, 2018 - 5:00 pm - 5:50 pm
Saving lives isn't just about adoption anymore! You can maximize your live release rate by getting pets back into their owners hand or keeping them out of the shelter in the first place. This session will discuss available tools and different strategies that will help you increase your live outcomes through higher and faster redemption. We will discuss the latest apps and online tools available for your staff and pet owners, best practices for Field RTOs, the pros and cons of fee reduced redemptions, ordinances updates that can help with proper identification and unraveling the mystery of microchip registration.

Alternatives to Shelter Surrender Program Presentation by Patty Alexander, Wendy Beaufre and April Moore
Monday, February 12, 2018 - 8:00 am - 8:50 am
Learn how to work with the public to find other solutions and resources for their pets besides surrendering to the shelter.

Animal Control and No Kill Communities Masterclass w/Lee Ann, Tawny Hammond, Rebecca Guinn, Jose Ocano, Cheryl Schneider, Phil Peckinpaugh
Monday, February 12, 2018 - 9:00 am - 10:50 am
Animal Control programs have the potential to positively impact lifesaving at the shelter and create truly No Kill communities by working with pet caretakers to address animal-related problems before intake, connecting residents with resources to keep pets safe and neighbors happy and by working with shelter staff to achieve safe placement for animals. Too often these opportunities are missed through overemphasis on enforcement as a tool to achieve compliance and narrow definitions of "public safety." In this masterclass, work with Field Services leaders to come up with solutions to address barriers to lifesaving and creating safe, humane communities for people and pets.

Operations: Cracking the Specific Difficulties of No Kill Operations Via Tech Presentation by Greg Lucas
Monday, February 12, 2018 - 11:00 am - 11:50 am
In this seminar, we'll examine exactly why no kill is challenging (but very possible) to implement at scale. Learn exactly how you anticipate challenges in your ability to care for and process animals. When you commit to no kill, you have no "escape valve" for the capacity in your organization. Any manufacturing process with no escape/extra capability is challenged by surges in required throughput (i.e. kitten season) and this requires a very strong understanding of your "throughput" (aka length of stay or turnover) and capacity, either existing or available.

Political Masterclass with Ryan Clinton, Larry Tucker, Mike Martinez, Rebecca Guinn, Marc Peralta, Phil Peckinpaugh
Monday, February 12, 2018 - 1:00 pm - 2:50 pm
In the Political Masterclass, you will have the opportunity to sit in small groups with a few different "masters" in the industry, such as Ryan Clinton of FixAustin.org and Marc Peralta formerly of NKLA, to discuss the obstacles you'll face while advocating changes for the animals in your community by grassroots efforts. This session is designed to give you more specialized help in your journey to No Kill so that you can leave the AmPAA conference with tools, knowledge, and support. Each masterclass will give you the opportunity to sit with a master for a short period of time before moving tables to discuss more topics. This will be engaging, enlightening, and fun!

Let's Get Tactical: Marketing Your Organization Masterclass with Mary Heerwald, Kristen Auerbach, Makena Yarbrough, Hannah Horstman, Lindsey Picard
Monday, February 12, 2018 - 3:00 pm - 5:50 pm
Learn how to create strong community support on a limited budget through effective marketing, public relations and community outreach. What is your public image? What marketing materials do you need and how should you use them? How do you get positive press coverage? What is a style guide? We'll cover these elements and learn from real-life examples about why they are important and how they can positively affect No Kill efforts.