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

Citizen Sheila Rutledge spoke about an experience last month when her elderly deaf dog got out of the house. The dog was picked up by West Chicago Police Department and brought to DuPage County Animal Services (DCAS). Due to a miscommunication between the PD and Ms. Rutledge, she was unaware that the dog was brought here until the following day. Ms. Rutledge wanted to let the Committee know that it would be beneficial if DCAS posted their stray animals online. If that would have occurred in her case, she and her dog would have been reunited sooner. Chairman Krajewski and Laura Flamion, Operations Manager, stated that the shelter is currently in an RFP process for a new database that will automatically post stray animals to the website.

4. CHAIRMAN'S REMARKS

Chairman Krajewski piggy-backed off of Public Comment stating that some of the PDs also post their strays if they have a holding facility. Member Puchalski asked if all the PDs hold their own animals for the same amount of time. Ms. Flamion stated that every Department is different. Some do not hold at all and bring strays directly to the shelter. Chairman Krajewski also added that Kane County uses one of the software programs included in our bid. Because of that system automatically adding stray animals to their website, this weekend a special needs dog was reunited with their family quickly.

5. MINUTES APPROVAL

A. Animal Services Committee - Regular Meeting - May 1, 2018 10:30 AM
6. PROCUREMENT REQUISITIONS

A. FM-P-0164-18 Recommendation for the approval of a contract purchase order to ComEd, for electric utility distribution services for the connected County facilities, for Facilities Management, for the three-year period April 1, 2018 through March 31, 2021, $1,705,948.81 for Facilities Management, $8,517.66 for Animal Services, $428,130.83 for the Care Center, $70,837.54 for the Division of Transportation, $2,874.52 for ETSB, $138,690.64 for the Health Department and $100,000 for DU-COMM, for a total contract amount not to exceed $2,455,000.00. Per 55 ILCS 5/5-1022 “Competitive Bids” (c) Not suitable for competitive bids – Public Utility

RESULT: APPROVED [UNANIMOUS]
MOVER: Donald Puchalski, District 1
SECONDER: Kevin Wiley, District 6
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

7. OTHER ACTION ITEMS

A. Change Order -- Amendment to Purchase Order 2969-0001-SERV issued to Lombard Veterinary Hospital to increase the encumbrance by $13,320.00 resulting in an amended contract total not to exceed $22,800.00 an increase of 140.51% for the reimbursement of no cost spay/neuter by DuPage County Animal Services per the State of IL restricted Pet Population Fund.

RESULT: APPROVED [UNANIMOUS]
MOVER: Janice Anderson, District 5
SECONDER: Kevin Wiley, District 6
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley
B. Change Order -- AMENDMENT to County Contract #3228-0001 SERV issued to MP2 Energy NE, for electric utility supply and management services for the County Campus, Stormwater and Public Works, for Facilities Management, to decrease Facilities Management by $1,705,948.81, Animal Services by $8,517.66, the Care Center by $428,130.83, the Division of Transportation by $70,837.54, ETSB by $2,874.52, the Health Department by $138,690.64 and DU-COMM by $100,000.00, for a total decrease amount of $2,455,000.00, taking the original contract amount of $12,626,410.00, and resulting in an amended contract total amount not to exceed $10,171,410.00, a decrease of -19.44%.

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

8. ADMINISTRATIVE UPDATE
Ms. Flamion stated that the shelter has seen a steep increase in intakes. Dr. Barbara Hanek, Administrator Veterinarian, stated that we currently have 315 animals in the shelter. Year to date there have been 852 intakes.

Dr. Hanek let the Committee know that the veterinary vehicle will be delivered tomorrow. Dr. Hanek reminded the committee that the vehicle ribbon cutting ceremony is next Tuesday and all are invited. Dr. Hanek was the trainer recently for CERT FEMA 1 and 2. The shelter also helped Aurora Animal Care & Control when they were faced with a mandatory evacuation due to a train derailment.

A. Discussion -- ACO On-Call Compensation
Discussion Only - No Vote Needed
Ms. Flamion worked with Tom Cuculich, Chief of Staff, and Margaret Ewing to update Policy 4.2 - Special Compensation, Section D - On-Call Pay (see page 20 in packet). These changes were determined based on comparisons to collar Counties (see page 17 in packet). Member Wiley asked if this will have an impact on the budget. Ms. Flamion and Dr. Hanek stated that due to service changes in 2017 and more recently in 2018 which eliminated many unnecessary calls, there will be no budget impact. The changes to the Policy are County wide.

9. OLD BUSINESS
No Old Business

10. NEW BUSINESS
A. Budget Discussion
Discussion Only - No Vote Needed
Chairman Krajewski kicked off the 2019 budget discussions by reviewing the final 2017 numbers. The dollars in the enterprise fund includes the restricted Pet Population Funds. We have learned that DCAS can reimburse themselves for the spay/neuter of shelter animals going back to 2007. Staff are compiling accurate numbers regarding surgeries and reimbursement rates. On the 2018 budget, $400,000.00 was allocated for Phase 2 architect services. The current spend for 2018 should be around $50,000.00. The Phase 2 project is estimated to cost 12-13 million. A captain campaign feasibility study would be very beneficial to determine how attainable it will be to raise those funds and include a high level marketing plan. Staff are currently working on the RFP for this service and would like to allocate the unused architect services dollars for the study. Member Anderson also brought up the importance of including the increase in utility and upkeep of a new facility. Ms. Flamion stated that they are working on those numbers.

11. **ADJOURNMENT**

Chairman Krajewski adjourned the meeting at 11:00 AM.