1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. CHAIRMAN'S REMARKS
5. MINUTES APPROVAL
   A. Animal Services Committee - Regular Meeting - Tuesday September 4th, 2018
6. OTHER ACTION ITEMS
   A. AS-R-0887-18 RESOLUTION -- Acceptance and Appropriation of the DuPage Animal Friends Unrestricted Grant FY18, Company 5000 - Accounting Unit 1310, in the amount of $15,632.00
   B. AS-R-0888-18 RESOLUTION -- Acceptance and Appropriation of the DuPage Animal Friends Advanced Medical Care Grant FY18, Company 5000 - Accounting Unit 1310, in the amount of $13,841.00
7. ADMINISTRATIVE UPDATE
8. OLD BUSINESS
9. NEW BUSINESS
10. ADJOURNMENT
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's Remarks

5. MINUTES APPROVAL

A. Animal Services Committee - Regular Meeting - Aug 21, 2018 10:30 AM

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

6. OTHER ACTION ITEMS

A. Authorization for Overnight Travel -- Humane Initiatives and Special Projects Manager Travel to Best Friends Midwest Summit in Kalamazoo, MI from September 26, 2018 through September 28, 2018. Expenses to include lodging, mileage, parking, and per diem for the approximate total of $635.80. The registration cost is not included as the Best Friends Animal Society hand selected the leadership of Animal Services to receive a scholarship to attend resulting in a savings of $150.00 each ($450.00 total for three staff members to attend).
RESULT: APPROVED [UNANIMOUS]
MOVER: Kevin Wiley, District 6
SECONDER: Sean T Noonan, District 2
AYES: Anderson, Eckhoff, Krajewski, Noonan, Puchalski, Wiley

B. Authorization for Overnight Travel -- Operations Manager Travel to Best Friends Midwest Summit in Kalamazoo, MI from September 26, 2018 through September 28, 2018. Expenses to include lodging, mileage, parking, and per diem for the approximate total of $619.45. The registration cost is not included as the Best Friends Animal Society hand selected the leadership of Animal Services to receive a scholarship to attend resulting in a savings of $150.00 each ($450.00 total for three staff members to attend).

Member Wiley stated that he might be able to set up a meeting with a professor at the University of Michigan while staff is in Kalamazoo.

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

C. Authorization for Overnight Travel -- Administrator Veterinarian Travel to Best Friends Midwest Summit in Kalamazoo, MI from September 26, 2018 through September 28, 2018. Expenses to include lodging, mileage, parking, and per diem for the approximate total of $608.55. The registration cost is not included as the Best Friends Animal Society hand selected the leadership of Animal Services to receive a scholarship to attend resulting in a savings of $150.00 each ($450.00 total for three staff members to attend).

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

7. ADMINISTRATIVE UPDATE
Laura Flamion, Operations Manager, stated that the scheduling of owner relinquishments is going very well. The shelter still has walk-in's and more time sensitive situations that are accommodated. The shelter received in 20 animals this Saturday, 9/1. Member Puchalski asked what is the main reason for surrender. Ms. Flamion stated that moving is one of the biggest reasons. Chairman Krajewski stated that Kane County is very backed up on their citizen's owner surrenders and have at least a two month wait list. Presently, Kane County is instructing their citizens to surrender at DuPage County Animal Services (DCAS). Ms. Flamion added that Kane County does not do rabies observations and that DCAS has received a couple of recent cases
Member Puchalski stated he would like to know why they are so backed up. That information is not currently available.

Ms. Flamion informed the Committee that they are still receiving a lot of positive feedback from posting lost animals on the DCAS Facebook page. Just today a 23 year old cat was reunited with it's owners because they saw him on Facebook. Ms. Flamion also stated that she is continuing to work on the Grant Budget for FY 2019.

8. OLD BUSINESS
No Old Business

9. NEW BUSINESS
Member Wiley brought up a recent incident in West Chicago regarding a dog that attacked and killed another dog. From information available, it appears as though this is the second dog the offending dog has killed. Due to the law, neither West Chicago or DCAS could hold the dog. Member Wiley asked what we can do on a County level to secure tougher laws in these types of situations. Chairman Krajewski said that he has discussed this with the States Attorney's office and is awaiting more information.

10. ADJOURNMENT
Chairman Krajewski adjourned the meeting at 10:45 AM.
Resolution
AS-R-0887-18

ACCEPTANCE AND APPROPRIATION OF THE
DUPAGE ANIMAL FRIENDS UNRESTRICTED GRANT FY18
COMPANY 5000 - ACCOUNTING UNIT 1310
$15,632

(Under the administrative direction of Animal Services)

WHEREAS, the County of DuPage has been notified by DuPage Animal Friends that grant funds in the amount of $15,632 (FIFTEEN THOUSAND, SIX HUNDRED THIRTY-TWO AND NO/100 DOLLARS) are available to be for the unrestricted program needs of DuPage County Animal Services; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into an agreement with DuPage Animal Friends, a copy of which is attached to and incorporated as a part of this resolution by reference (Attachment II); and

WHEREAS, the term of the grant award is from December 1, 2017 through November 30, 2018; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant award does not add any additional subsidy from the County; and

WHEREAS, the DuPage County Board finds that the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the agreement between the County of DuPage and DuPage Animal Friends is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) in the amount of $15,632 (FIFTEEN THOUSAND, SIX HUNDRED THIRTY-TWO AND NO/100 DOLLARS) be made to establish the DuPage Animal Friends Unrestricted Grant FY18, Company 5000 - Accounting Unit 1310, for the period of December 1, 2017 to November 30, 2018; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Administrator of DuPage County Animal Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED by the DuPage County Board, that should local funding cease for this grant, the Animal Services Committee shall review the need for continuing the specified program; and

BE IT FURTHER RESOLVED, that should the Animal Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 25th day of September, 2018 at Wheaton, Illinois.
Resolution

AS-R-0887-18

______________________________

DANIEL J. CRONIN, CHAIRMAN
DU PAGE COUNTY BOARD

Attest:

______________________________

PAUL HINDS, COUNTY CLERK
## ADDITIONAL APPROPRIATION TO ESTABLISH THE DUPAGE ANIMAL FRIENDS UNRESTRICTED GRANT FY18
**COMPANY 5000 – ACCOUNTING UNIT 1310**
**$15,632**

### REVENUE

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<thead>
<tr>
<th>Revenue Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>41009-0000 – Private Grants</td>
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**TOTAL ANTICIPATED REVENUE**

<table>
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<tr>
<th>Amount</th>
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<tbody>
<tr>
<td>$15,632</td>
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### EXPENDITURES

#### COMMODITIES

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<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>52200 – Operating Supplies &amp; Materials</td>
<td>$2,132</td>
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<tr>
<td>52210 – Food &amp; Beverages</td>
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</tr>
<tr>
<td>52320 – Medical/Dental/Lab Supplies</td>
<td>3,000</td>
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**TOTAL COMMODITIES**

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<tr>
<th>Amount</th>
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<td>$7,132</td>
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#### CONTRACTUAL SERVICES

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</thead>
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<td>53090 – Other Professional Services</td>
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<td>53510 – Travel Expense</td>
<td>1,000</td>
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<td>53610 – Instruction &amp; Schooling</td>
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**TOTAL CONTRACTUAL SERVICES**

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<tr>
<th>Amount</th>
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<tr>
<td>8,500</td>
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**TOTAL ADDITIONAL APPROPRIATION**

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>$15,632</td>
</tr>
</tbody>
</table>
September 4, 2018

DuPage County Animal Services
Attn: Dr. Barbara Hanek
120 N County Farm Road
Wheaton, IL 60187

RE: Unrestricted one-time Grant of $15,632.00

Dear Dr. Hanek:

Program Grant. DuPage Animal Friends (DAF), formally known as Friends of DuPage County Animal Care and Control Foundation, is pleased to inform you that it has approved a one-time grant to DuPage County Animal Services (DCAS) of $15,632.00 for the balance of current fiscal year needs (FY ending 11/30/2018).

Grant Purpose and Expenditure of Funds. The purpose of this grant is to support the unrestricted program needs of DCAS budgeted in the 2018 fiscal year including subsidized adoptions. DCAS is responsible for the active prioritization and management of granted funds.

DCAS agrees to not use any of the grant, or the interest or income thereon, to conduct tests for public safety, to influence any legislation or the outcome of any election, to conduct a voter registration drive, to satisfy a charitable pledge or obligation of any person or organization, or to provide any tangible economic benefit to any substantial contributor, or their respective family members.

Unused Funds Grant Within the Fiscal Year. Any unused funds should be carried by DCAS into the fiscal year beginning 12/01/2018 and reported to DAF prior to proceeding with the finalization of the 2019 Fiscal year Grant.

Grant Payment. DAF will promptly send the grant funds upon receipt by DAF (addressed to the person signing this letter on behalf of the DAF) of a countersigned copy of this letter.

Reporting. Refer to DAF Grant Funding Methodology dated August 20, 2018, Section 2a(iii), for reporting requirements.
The mission of DuPage Animal Friends is to strengthen, compassionate and innovative initiatives at the county shelter. We partner with the shelter to understand the needs of our community's animals, providing financial resources and advocacy on their behalf.

Our vision is that DuPage County will be a community where pets have a home.

Unrestricted one-time Grant of $15,632.00

Page 2

DAF's Public Reports. DAF may include information on this grant in its periodic public reports.

Recognition. If you publicize this grant, please list it as a donation from "the donors of DuPage Animal Friends" or "DuPage Animal Friends."

Other Terms. This grant is subject to these Terms and Conditions and by countersigning this letter and/or by cashing the grant check, you are indicating that you agree to its terms.

Nothing contained in this grant letter shall be deemed to create a joint venture, partnership relationship, or employer/employee relationship between DAF and DCAS.

Counter Signatures. This instrument may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

Sincerely,

Julie Cooper
President, DuPage Animal Friends
On Behalf of the DuPage Animal Friends Board of Directors

ACCEPTED

DuPage County Animal Services

By: ____________________________ Date: 9-5-18

Dr. Barbara Hanek, Veterinarian Administrator

Ref: Grant Funding Methodology dated August 20, 2018

PO Box 3221 Glen Ellyn, IL 60138 | 630-866-3099 | www.dupageanimalfriends.org
Friends of DuPage County Animal Care & Control Foundation is a 501(c) public charity EIN #20-3572984

Attachment: 5000-1310 DAF-18 Resolution Attachment II Agreement 18-09-25 CB (AS-R-0887-18 : FY18 Animal Services Unrestricted Grant)
Grant Funding Methodology

Background and Purpose
The purpose of the proposed granting methodology is to significantly ease the administration of these programs for both DuPage Animal Friends (DAF) and DuPage County Animal Services (DCAS) leadership teams so both organizations can focus on mission-driven activities. With the easing, DCAS management assumes responsibility for not only managing the grant monies from DAF but also for prioritizing the initiatives and activities formerly submitted to DAF for separate funding.

Upon Board of Directors (BOD) approval, DAF will move to a granting methodology providing funds to DCAS rather than the current approach.

Definitions

Asilomar Accords Definitions
The Asilomar Accords provide definitions of healthy, treatable, rehabilitatable, and manageable.

Healthy
The term “healthy” means and includes all dogs and cats eight weeks of age or older that, at or subsequent to the time the animal is taken into possession, have manifested no sign of a behavioral or temperamental characteristic that could pose a health or safety risk or otherwise make the animal unsuitable for placement as a pet, and have manifested no sign of disease, injury, a congenital or hereditary condition that adversely affects the health of the animal or that is likely to adversely affect the animal’s health in the future.

Treatable
The term “treatable” means and includes all dogs and cats who are “rehabilitatable” and all dogs and cats who are “manageable.”

Rehabilitatable
The term “rehabilitatable” means and includes all dogs and cats who are not “healthy,” but who are likely to become “healthy,” if given medical, foster, behavioral or other care equivalent to the care typically provided to pets by reasonable and caring pet owners/guardians in the community.

Manageable
The term “manageable” means and includes all dogs and cats who are not “healthy” and who are not likely to become “healthy,” regardless of the care provided; but who would likely maintain a satisfactory quality of life, if given medical, foster, behavioral, or other care, including long-term care, equivalent to the care typically provided to pets by reasonable and caring owners/guardians in the community; provided, however, that the...
DuPage Animal Friends
Helping All Pets Have a Home

term "manageable" does not include any dog or cat who is determined to pose a significant risk to human health or safety or to the health or safety of other animals.

Note
Grant monies will apply to all species and breeds of pets in DCAS’ care.

1. One-Time Grants of Funds
Section one comprises the funds that DAF will grant to DCAS on a one-time basis.

1a. Advanced Medical Care Fund
Grant all restricted critical care funds as soon as possible with BOD approval. Currently, the restricted critical care funds total $13,841.00. The new name for the Critical Care Fund will be changed to the more appropriate name of Advanced Medical Care Fund. (DAF BOD approved the disbursement of the temporary restricted funds in the amount of $13,841.00 at the August 7, 2018 board meeting.)

1ai. Definition of Advanced Medical Care:
Advanced Medical Care will be defined as the specialized care of patients whose conditions fall under the Asilomar Accords’ definition of treatable.

1a(ii). Scope of Funding
Funding for advanced medical care may apply to all domestic pets in the care of DCAS.

1a(iii). Exclusions from Advanced Medical Care
For the sake of clarity, Advanced Medical Care does NOT include:

- Routine medical care, including:
  - Vaccinations, dewormers, and flea/tick treatments
  - Diagnostics tests for Heartworm or FeLV/FIV
- Spay/neuter surgeries
- Dental cleanings and other dental procedures that would be considered routine
- Veterinary staff to cover the mobile “specialty vehicle” (spay/neuter/surgery van)’s operations
- Property, plant or equipment replacement, service or expansion

1a(iv). DCAS Reporting Responsibility
DCAS agrees to provide the following reports quarterly until the grant funds are depleted:

- Live release rate as per Asilomar Accords
- Total expenditure and number of animals referred to outside veterinary practices for treatment not defined in the routine care above.
- YTD expenditure on GL Account # 52320-0000 Medical/Dental/Lab Supplies
- YTD expenditure on GL Account #53070-0000 Medical Services
DuPage Animal Friends
Helping All Pets Have a Home

- YTD expenditure on GL Account #53090-0000
- Other Professional Services (animal medical related only)
- Special medical case stories that may be of interest for donor communication

1b. New Shelter / Capital Improvements
Grant restricted new shelter/capital improvements funding as soon as DCAS has a suitable account. DCAS then is responsible for appropriate administration of the fund in accordance with the wishes of the grantor per the Helen Flyer Charitable Trust ‘Final Receipt and Release’ gift paperwork. DCAS to report on expenditures against the fund once commenced. The restricted new shelter / capital improvements funds total $530,874.00.

1c. Specialty Vehicle Grant
Grant $46,492.04 for the remainder of the specialty vehicle. DCAS then is responsible for appropriate administration of the fund in accordance with the wishes of the grantor per the Brooks McCormick Jr. Trust for Animal Rights Law and Policy grant agreement letter. See Appendix B: Vehicle Budget & Transactions.

1d. Unrestricted Funds Grant
Grant $15,631.46 for balance of current fiscal year needs (FY ending 11/30/2018). See Appendix A: Breakdown of Funds to be Released to DCAS for Balance of FY Ending 11/30/2018. The reporting responsibilities in section 2a(i) also apply to this grant.

1di. Unused Funds Grant Within Fiscal Year
Any unused funds should be carried by DCAS into the fiscal year beginning 12/01/2018 and reported to DAF prior to proceeding with the finalization of the 2019 Fiscal year Grant.

2. Recurring Grants of Funds
Section two comprises the funds that DAF will grant on a recurring basis.

2a. Unrestricted Funds Grant
DAF expects that it will grant DCAS $50,000.00 annually based on historical DAF fundraising activity and DCAS’ staff and political situation. DAF will evaluate and approve this amount annually at the board meeting following the start of its fiscal year. If in a given DAF fiscal year, DAF fundraising activity supports a larger grant, and if DCAS documents a larger funding need, the DAF BOD will consider a larger grant.

The first grant will be available on December 1, 2018 (i.e., at the start of DAF’s fiscal year).

2ai. Responsibility
DCAS is responsible for the active prioritization and management of granted funds.
2aii. Extension of Funding
Although DAF is under no formal obligation to extend funding, DCAS may request additional funds from DAF if needed to fulfill the mission of DAF.

2aiii. Reporting Responsibility
DCAS will report on their expenditures using the same format shared in the DAF financial statements with a supplemental report delineating counts and species. Reports due in June and December.
At least quarterly, but ideally monthly, DCAS will report on the live release rate as per Asilomar Accords.
At least quarterly, but ideally monthly, DCAS will also report special medical case stories that may be of interest for donor communication.
Upon review of DCAS reports, if any inconsistencies occur, the DAF Executive Board will convene to review and discuss with key stakeholders at DCAS.

2aiv. Unused Funds Grant Within Fiscal Year
Any unused funds within the fiscal year should be carried by DCAS into the next fiscal year and reported to DAF.

3. Hardship Owner Surrenders
DAF will continue to fund hardship owner surrenders for this expense independent of the Unrestricted Funds Grant. DAF expects that it will contribute $3,500.00 to DCAS annually based on historical DAF fundraising activity and DCAS' staff and political situation. DAF will evaluate and approve this amount annually at the board meeting following the start of its fiscal year. If in a given DAF fiscal year, DAF fundraising activity supports a larger amount for hardship owner surrenders, and if DCAS documents a larger funding need, the DAF BOD will consider funding.

3a. Invoicing
DCAS will invoice DAF quarterly for hardship owner surrenders.

3b. Reporting Responsibility
DCAS will communicate regularly with DAF regarding the adequacy of this fund and the actions being taken by staff to seek alternatives to surrender.

4. Orange Paw, STAR Volunteer, and DCAS Staff Training
DAF will consider separate training grants for Orange Paw and STAR volunteers and will consider DCAS staff training needs funding on a case by case basis.
DuPage Animal Friends


DuPage County Animal Services
DuPage County Animal Services agrees to the Grant Funding Methodology contained in this document on this 30th day of August, 2018.

Name (Print): Barbara Hanek, DVM
Signature:
Title: Veterinarian Administrator
APPENDIX A
Breakdown of Funds to be Released to DCAS for Balance of FY Ending 11-30-2018

<table>
<thead>
<tr>
<th>Item</th>
<th>FY Actual</th>
<th>FY Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>9100 Program Expenses/Shelter</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9110 Animal Enrichment</td>
<td>$2,925.98</td>
<td>$7,500.00</td>
</tr>
<tr>
<td>9120 Medical Supplies/Equipment</td>
<td>$9,634.00</td>
<td>$5,000.00</td>
</tr>
<tr>
<td>9130 Critical Care &amp; Rehabilitation</td>
<td>$5,563.89</td>
<td>$13,000.00</td>
</tr>
<tr>
<td>9150 Staff &amp; Volunteer Training</td>
<td>$1,500.00</td>
<td></td>
</tr>
<tr>
<td>9160 Subsidized Fees</td>
<td></td>
<td></td>
</tr>
<tr>
<td>9161 Adoptions Bonded Pairs</td>
<td>$300.00</td>
<td></td>
</tr>
<tr>
<td>9162 Adoptions Felines</td>
<td>$2,650.00</td>
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</tr>
<tr>
<td>9163 Adoptions Sr Canines &amp; Felines</td>
<td>$1,542.00</td>
<td></td>
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<tr>
<td>9164 Small Animals</td>
<td>$170.00</td>
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<tr>
<td>9165 Financial Hardship-Surrender</td>
<td>$1,910.00</td>
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<tr>
<td>9166 Medical Disclosure</td>
<td>$100.00</td>
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</tr>
<tr>
<td>9171 Other Subsidized Promotions</td>
<td>$4,790.00</td>
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<tr>
<td>9172 Foster to Forever</td>
<td>$1,100.00</td>
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<tr>
<td>9180 Miscellaneous Shelter Purchases (dishwasher)</td>
<td>$6,696.30</td>
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<tr>
<td>Total 9100 Program Expenses/Shelter</td>
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<td>$59,500.00</td>
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<tr>
<td>9200 Board Approved Commitments</td>
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<tr>
<td>9240 Underdog to Wonderdog</td>
<td>$1,313.41</td>
<td>$8,000.00</td>
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<tr>
<td>9260 Humane Education Program</td>
<td>$113.52</td>
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<tr>
<td>9270 STAR &amp; Training Classes</td>
<td>$2,625.00</td>
<td>$6,000.00</td>
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<tr>
<td>9290 Dog Adoption Starter Kits</td>
<td>$1,525.00</td>
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<tr>
<td>Total 9200 Board Approved Commitments</td>
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<tr>
<td>TOTAL (9100 AND 9200)</td>
<td>$41,434.10</td>
<td>$83,000.00</td>
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</tbody>
</table>

**Outstanding Board-Approved Obligations:**

- $ 300.00 Pet Harmony July Invoice
- $ 100.00 Estimated to "Capricorn Dog" Blair Under Dog home visit
- $ 137.44 Maggie Critical Care, pending receipt of invoice
- $ 1,000.00 Ernest Transportation
- $ 1,160.00 Craig Hydrotherapy
- $ 3,830.00 Clear the Shelters Promotion
- $ 1,500.00 Estimated July DCAS Subsidies
- $ 1,600.00 Estimated Financial Hardship-Surrender for balance of FY
- $ 966.00 28 Cat Kuranda Beds Still Needed - Approved by BOD 08-07-18
- $ 1,500.00 Buffer for Unaccounted for Approved Expenses for DCAS

**Budget (9100 and 9200)** $83,000.00

**FY Actual Paid** $41,434.10

**Outstanding DAF Obligations:** $12,093.44

**Current Temp Restricted Critical Care Funds (releasing to DCAS pending BOD approval)** $13,841.00

**Balance** $15,631.46
## DAF Unrestricted Grant FY18 - Budget

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>FY2018 Estimated (Department Estimate)</th>
<th>Comments/Budget Justification</th>
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<td><strong>REVENUE</strong></td>
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</tr>
<tr>
<td>46000-0000</td>
<td>DONATIONS</td>
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<td>DuPage Animal Friends unrestricted grant FY18</td>
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<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>52200-0000</td>
<td>OPERATING SUPPLIES &amp; MATERIALS</td>
<td>$2,132.00</td>
<td>Supplies for Underdog to Wonderdog program, Humane Education program and other misc supplies for adoption starter kits and animal care</td>
</tr>
<tr>
<td>52210-0000</td>
<td>FOOD &amp; BEVERAGES</td>
<td>$2,000.00</td>
<td>Food for animals in the department's care, food &amp; beverages for special events.</td>
</tr>
<tr>
<td>52320-0000</td>
<td>MEDICAL/DENTAL/LAB SUPPLIES</td>
<td>$3,000.00</td>
<td>Henry Schein, IDEXX snap tests, Zoetis contracts</td>
</tr>
<tr>
<td>53090-0000</td>
<td>OTHER PROFESSIONAL SERVICES</td>
<td>$7,000.00</td>
<td>Training professionals for STAR class and Underdog to Wonderdog programs, Advertising on Facebook</td>
</tr>
<tr>
<td>53510-0000</td>
<td>TRAVEL EXPENSE</td>
<td>$1,000.00</td>
<td>Travel to conferences, seminars, networking and other department business</td>
</tr>
<tr>
<td>53610-0000</td>
<td>INSTRUCTION &amp; SCHOOLING</td>
<td>$500.00</td>
<td>Conferences, seminars and other learning opportunities</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td></td>
<td>$15,632.00</td>
<td></td>
</tr>
<tr>
<td><strong>NET GAIN (LOSS)</strong></td>
<td></td>
<td>$0.00</td>
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Resolution
AS-R-0888-18

ACCEPTANCE AND APPROPRIATION OF THE
DUPAGE ANIMAL FRIENDS ADVANCED MEDICAL CARE GRANT FY18
COMPANY 5000 - ACCOUNTING UNIT 1310
$13,841

(Under the administrative direction of Animal Services)

WHEREAS, the County of DuPage has been notified by DuPage Animal Friends that grant funds in the amount of $13,841 (THIRTEEN THOUSAND, EIGHT HUNDRED FORTY-ONE AND NO/100 DOLLARS) are available to be used for the support of advanced medical care of animals at DuPage County Animal Services; and

WHEREAS, to receive said grant funds, the County of DuPage must enter into an agreement with DuPage Animal Friends, a copy of which is attached to and incorporated as a part of this resolution by reference (Attachment II); and

WHEREAS, the term of the grant award is from December 1, 2017 through November 30, 2018; and

WHEREAS, no additional County funds are required to receive this funding; and

WHEREAS, acceptance of this grant award does not add any additional subsidy from the County; and

WHEREAS, the DuPage County Board finds that the need to appropriate said funds creates an emergency within the meaning of the Counties Act, Budget Division, (55 ILCS 5/6-1003).

NOW, THEREFORE, BE IT RESOLVED by the DuPage County Board that the agreement between the County of DuPage and DuPage Animal Friends is hereby accepted; and

BE IT FURTHER RESOLVED by the DuPage County Board that the additional appropriation on the attached sheet (Attachment I) in the amount of $13,841 (THIRTEEN THOUSAND, EIGHT HUNDRED FORTY-ONE AND NO/100 DOLLARS) be made to establish the DuPage Animal Friends Advanced Medical Care Grant FY18, Company 5000 - Accounting Unit 1310, for the period of December 1, 2017 to November 30, 2018; and

BE IT FURTHER RESOLVED by the DuPage County Board that the Administrator of DuPage County Animal Services is approved as the County’s Authorized Representative; and

BE IT FURTHER RESOLVED by the DuPage County Board, that should local funding cease for this grant, the Animal Services Committee shall review the need for continuing the specified program; and

BE IT FURTHER RESOLVED, that should the Animal Services Committee determine the need for other funding is appropriate, it may recommend action to the County Board by resolution.

Enacted and approved this 25th day of September, 2018 at Wheaton, Illinois.
### ADDITIONAL APPROPRIATION TO ESTABLISH THE
DUPAGE ANIMAL FRIENDS ADVANCED MEDICAL CARE GRANT FY18
COMPANY 5000 – ACCOUNTING UNIT 1310
$13,841

#### REVENUE

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>41009-0000 – Private Grants</td>
<td>$13,841</td>
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</tbody>
</table>

**TOTAL ANTICIPATED REVENUE** $13,841

#### EXPENDITURES

**PERSONNEL**

<table>
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<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>50000 – Regular Salaries</td>
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**TOTAL PERSONNEL** $3,000

**COMMODITIES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>52320 – Medical/Dental/Lab Supplies</td>
<td>$3,000</td>
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**TOTAL COMMODITIES** $3,000

**CONTRACTUAL SERVICES**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>53090 – Other Professional Services</td>
<td>$7,841</td>
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</tbody>
</table>

**TOTAL CONTRACTUAL SERVICES** $7,841

**TOTAL ADDITIONAL APPROPRIATION** $13,841
September 4, 2018

DuPage County Animal Services
Attn: Dr. Barbara Hanek
120 N County Farm Road
Wheaton, IL 60187

RE: Restricted one-time Grant of $13,841.00 for the support of Advanced Medical Care (formerly known as Critical Care)

Dear Dr. Hanek:

Program Grant. DuPage Animal Friends (DAF), formally known as Friends of DuPage County Animal Care and Control Foundation, is pleased to inform you that it has approved a one-time grant to DuPage County Animal Services (DCAS) of $13,841.00 for the balance of current fiscal year needs (FY ending 11/30/2018).

Grant Purpose and Expenditure of Funds. These funds are restricted solely for the purposes of Advanced Medical Care as outlined in the Grant Funding Methodology. DCAS is responsible for the active prioritization and management of granted funds.

DCAS agrees to not use any of the grant, or the interest or income thereon, to conduct tests for public safety, to influence any legislation or the outcome of any election, to conduct a voter registration drive, to satisfy a charitable pledge or obligation of any person or organization, or to provide any tangible economic benefit to any substantial contributor, or their respective family members.

Unused Funds Grant Within the Fiscal Year. Any unused funds should be carried by DCAS into the fiscal year beginning 12/01/2018 and reported to DAF prior to proceeding with the finalization of the 2019 Fiscal year Grant.

Grant Payment. DAF will promptly send the grant funds upon receipt by DAF (addressed to the person signing this letter on behalf of the DAF) of a countersigned copy of this letter.

PO Box 3221 Glen Ellyn, IL 60138 | 630-866-3099 | www.dupageanimalfriends.org
Friends of DuPage County Animal Care & Control Foundation is a 501(c) public charity EIN #20-4457324
The mission of DuPage Animal Friends is to strengthen, compassionate and innovative initiatives at the county shelter. We partner with the shelter to understand the needs of our community's animals, providing financial resources and advocacy on their behalf.

Our vision is that DuPage County will be a community where pets have a home.

Restricted one-time Grant of $13,841.00 for the support of Advanced Medical Care

Reporting. Refer to DAF Grant Funding Methodology dated August 20, 2018, Section 1aiv, for reporting requirements.

DAF's Public Reports. DAF may include information on this grant in its periodic public reports.

Recognition. If you publicize this grant, please list it as a donation from "the donors of DuPage Animal Friends" or "DuPage Animal Friends."

Other Terms. This grant is subject to these Terms and Conditions and by countersigning this letter and/or by cashing the grant check, you are indicating that you agree to its terms.

Nothing contained in this grant letter shall be deemed to create a joint venture, partnership relationship, or employer/employee relationship between DAF and DCAS.

Counter Signatures. This instrument may be executed in counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

Sincerely,

[Signature]

Julie Cooper
President, DuPage Animal Friends
On Behalf of the DuPage Animal Friends Board of Directors

ACCEPTED

DuPage County Animal Services

[Signature]

Dr. Barbara Hanek, Veterinarian Administrator

Date: 9-5-18

Ref: Grant Funding Methodology dated August 20, 2018

Attachment: 5000-1310 DAFAMC18 Resolution Attachment II Agreement 18-09-25 CB (AS-R-0888-18 : FY18 Animal Services Advanced Medical
Grant Funding Methodology

Background and Purpose
The purpose of the proposed granting methodology is to significantly ease the administration of these programs for both DuPage Animal Friends (DAF) and DuPage County Animal Services (DCAS) leadership teams so both organizations can focus on mission-driven activities. With the easing, DCAS management assumes responsibility for not only managing the grant monies from DAF but also for prioritizing the initiatives and activities formerly submitted to DAF for separate funding.

Upon Board of Directors (BOD) approval, DAF will move to a granting methodology providing funds to DCAS rather than the current approach.

Definitions

Asilomar Accords Definitions
The Asilomar Accords provide definitions of healthy, treatable, rehabilitatable, and manageable.

Healthy
The term “healthy” means and includes all dogs and cats eight weeks of age or older that, at or subsequent to the time the animal is taken into possession, have manifested no sign of a behavioral or temperamental characteristic that could pose a health or safety risk or otherwise make the animal unsuitable for placement as a pet, and have manifested no sign of disease, injury, a congenital or hereditary condition that adversely affects the health of the animal or that is likely to adversely affect the animal’s health in the future.

Treatable
The term “treatable” means and includes all dogs and cats who are “rehabilitatable” and all dogs and cats who are “manageable.”

Rehabilitatable
The term “rehabilitatable” means and includes all dogs and cats who are not “healthy,” but who are likely to become “healthy,” if given medical, foster, behavioral, or other care equivalent to the care typically provided to pets by reasonable and caring pet owners/guardians in the community.

Manageable
The term “manageable” means and includes all dogs and cats who are not “healthy” and who are not likely to become “healthy,” regardless of the care provided; but who would likely maintain a satisfactory quality of life, if given medical, foster, behavioral, or other care, including long-term care, equivalent to the care typically provided to pets by reasonable and caring owners/guardians in the community; provided, however, that the

Packet Pg. 22
1b. New Shelter / Capital Improvements
Grant restricted new shelter / capital improvements funding as soon as DCAS has a suitable account. DCAS then is responsible for appropriate administration of the fund in accordance with the wishes of the grantor per the Helen Flyer Charitable Trust ‘Final Receipt and Release’ gift paperwork. DCAS to report on expenditures against the fund once commenced. The restricted new shelter / capital improvements funds total $530,874.00.

1c. Specialty Vehicle Grant
Grant $46,492.04 for the remainder of the specialty vehicle. DCAS then is responsible for appropriate administration of the fund in accordance with the wishes of the grantor per the Brooks McCormick Jr. Trust for Animal Rights Law and Policy grant agreement letter. See Appendix B: Vehicle Budget & Transactions.

1d. Unrestricted Funds Grant
Grant $15,631.46 for balance of current fiscal year needs (FY ending 11/30/2018). See Appendix A: Breakdown of Funds to be Released to DCAS for Balance of FY Ending 11/30/2018. The reporting responsibilities in section 2aiii also apply to this grant.

1di. Unused Funds Grant Within Fiscal Year
Any unused funds should be carried by DCAS into the fiscal year beginning 12/01/2018 and reported to DAF prior to proceeding with the finalization of the 2019 Fiscal year Grant.

2. Recurring Grants of Funds
Section two comprises the funds that DAF will grant on a recurring basis.

2a. Unrestricted Funds Grant
DAF expects that it will grant DCAS $50,000.00 annually based on historical DAF fundraising activity and DCAS’ staff and political situation. DAF will evaluate and approve this amount annually at the board meeting following the start of its fiscal year. If in a given DAF fiscal year, DAF fundraising activity supports a larger grant, and if DCAS documents a larger funding need, the DAF BOD will consider a larger grant.

The first grant will be available on December 1, 2018 (i.e., at the start of DAF’s fiscal year).

2ai. Responsibility
DCAS is responsible for the active prioritization and management of granted funds.
DuPage Animal Friends

Helping All Pets Have a Home

APPROVALS

DuPage Animal Friends

DuPage County Animal Services
DuPage County Animal Services agrees to the Grant Funding Methodology contained in this document on this 30th day of August, 2018.

Name (Print): Barbara Hanek, DVM

Signature: [Signature]

Title: Veterinary Administrator
### DAF Advanced Medical Care Grant FY18 - Budget

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<tr>
<th>Account</th>
<th>Description</th>
<th>FY2018 Projected (Department Estimate)</th>
<th>Comments/Budget Justification FY2018</th>
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<td><strong>REVENUE</strong></td>
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<tr>
<td>46000-0000</td>
<td>DONATIONS</td>
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<td>DuPage Animal Friends grant</td>
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<td><strong>EXPENSES</strong></td>
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<tr>
<td>50000-0000</td>
<td>REGULAR SALARIES</td>
<td>$3,000.00</td>
<td>Staff veterinarian performing non-routine procedures per the DuPage Animal Friends grant funding methodology agreement</td>
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<tr>
<td>52320-0000</td>
<td>MEDICAL/DENTAL/LAB SUPPLIES</td>
<td>$3,000.00</td>
<td>Henry Schein, outside lab services</td>
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<tr>
<td>53090-0000</td>
<td>OTHER PROFESSIONAL SERVICES</td>
<td>$7,841.00</td>
<td>Outside vet services for performing non-routine procedures and outside lab services through IDEXX per the DuPage Animal Friends grant funding methodology agreement</td>
</tr>
<tr>
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<tr>
<td><strong>TOTAL PERSONNEL</strong></td>
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<td><strong>TOTAL OPERATING EXPENSE</strong></td>
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<td>$13,841.00</td>
<td></td>
</tr>
<tr>
<td><strong>NET OPER GAIN (LOSS)</strong></td>
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