



City of Lacey, Washington

Joint Animal Services (JAS) Commission Regular Meeting Minutes

Monday, October 14, 2024 - Lacey City Hall Exec. Board Rm. & Online

1. Call to Order

Chair Parshley called the meeting to order at 5:30 p.m.

2. Roll Call

COMMISSIONERS PRESENT: Chair Lisa Parshley, City of Olympia; Vice Chair Peter Agabi, City of Tumwater (remote); Commissioners Malcolm Miller, City of Lacey; and Wayne Fournier, Thurston County (remote); Jo MacGugan, Feline Friends of Olympia; Mike Murphy, DVM, Thurston County Humane Society; and Vicky Smith, DVM, Deschutes Animal Clinic

COMMISSIONERS ABSENT: None

STAFF PRESENT: Shannon Kelley-Fong, Assistant City Manager; Sarah Hock, JAS Executive Director; Bekka Kraai, Positive Outcomes Coordinator; and Paul J. White, Deputy City Clerk

Mike Murphy introduced Vicki Salim, who will be taking over as President of the Thurston County Humane Society and will participate in future meetings of the Joint Animal Services Commission.

4. Approval of Agenda and Consent Agenda Items

- A. Approval of Agenda
- B. Approval of the September 9, 2024, Meeting Minutes
- C. Acceptance of the October 2024 Shelter Statistics

Commissioner Miller moved to approve the agenda and consent agenda. Vice Chair Agabi seconded. The motion carried.

5. Public Comment

No one provided verbal or written public comment and no one registered to comment remotely.

6. Business Items

A. Community Outreach and Awareness

Bekka Kraai, Positive Outcomes Coordinator

Kraai presented ways in which Joint Animal Services (JAS) is conducting community outreach, noting emerging challenges to positive outcomes for shelter animals and describing JAS's creative approaches to advocacy for shelter animals. Partnering with local businesses and featuring pet adoption messages and Quick Response (QR) codes on bottle tags, coasters, bookmarks, and coffee sleeves, Animal Services aims to increase pet adoptions, animal fostering, and volunteer engagement.

B. Reserves Policy Discussion

Sarah Hock, Executive Director

Hock presented the Joint Animal Services (JAS) reserve fund policy finalized in 2020. Hock noted funds with restricted uses, such as certain donations and funds earmarked for Operations, Resiliency, and Contingency Funds. The policy requires maintenance of defined reserves in these funds, which are considered a volatile funding source. Following review, fewer categories of restricted fund uses have been designated. Over time, JAS budgets have come to rely on reserve funds to offset jurisdiction assessments and to provide field rebates to partner jurisdictions. JAS is nearing the end of the period the Commission established to gradually end reliance on reserves to cover operating costs.

C. 2025 Animal Services Proposed Budget

Sarah Hock, Executive Director

Hock presented the Commission-adopted 2022-2026 Strategic Plan, Joint Animal Services (JAS) 2024 accomplishments, and 2025 budget recommendations. Relevant statistics were provided. Hock summarized 2025 budget assumptions, including department restructuring for efficiency, insurance and other cost increases, and continued use of \$385,000 of reserves in 2025. It is expected that 2025 will be the last year for JAS to rely on reserve funding to offset jurisdiction assessments. Hock reported that no jurisdiction field rebates are planned for the

2025 budget. Hock provided a comparison of 2025 assessments to 2024 assessments had no field rebate been provided in 2024. Revenue and expenditure assumptions were presented. An assessment increase of 14.8 percent is estimated in 2025. The approximate operating budget for 2025 is \$3.6 million.

7. Director Report

A. Sarah Hock, Executive Director

Hock presented the director's report, including a \$25,000 grant from Best Friends Animal Society to waive adoption fees in 2025, staff trainings completed, a new partnership with Petco Love to enhance lost animal reporting, and various community events. Hock shared the "Happy Tail" of Cinder the cat, who was hit by a car and after three surgeries went on to recover in a foster home. Cinder's positive outcome was credited to having an in-house veterinarian, without whose care she would likely have been euthanized.

8. Adjourn

Chair Parshley adjourned the meeting at 7:52 p.m.

Minutes approved November 18, 2024